

Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2021
for
The Prompt Maternity Foundation

MHA Monahans
Statutory Auditor
Chartered Accountants
Rumwell Hall
Rumwell
Taunton
Somerset
TA4 1EL

The Prompt Maternity Foundation

**Contents of the Financial Statements
for the Year Ended 31 March 2021**

	Page
Report of the Trustees	3 to 13
Report of the Independent Auditors	14 to 16
Statement of Financial Activities	17
Balance Sheet	18
Cash Flow Statement	19
Notes to the Cash Flow Statement	20
Notes to the Financial Statements	21 to 31

The Prompt Maternity Foundation

Report of the Trustees for the Year Ended 31 March 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

1. Purpose and Aims:

The charity's purposes, as set out in the objects in the company's Memorandum of Association, are to reduce preventable harm for mothers and their babies through:

- The promotion of education and research in the subject of gynaecology and maternity care.
- The provision of advice, treatment and assistance for women in relation to gynaecology and maternity care.
- The provision of advice, treatment and assistance for infants in relation to perinatal care.

The PROMPT Maternity Foundation (PMF) seeks to do this by the provision of **Practical Multi-Professional Training (PROMPT)** to improve maternal and neonatal birth outcomes within the UK and internationally.

2. How we seek to deliver our aims:

The Trustees and Members have agreed their mission is '**to reduce preventable harm in maternity care**' and they seek to achieve this mission by focussing on four primary objectives:

- Delivering market-priced PROMPT Train the Trainers (T3) programmes within the UK and also market-priced, subsidised, or free T3 programmes in settings outside of the UK.
- Conducting research into the efficacy of obstetric emergencies training and associated outcomes.
- Developing new training packages, materials and tools to promote sustainable, best practice to reduce maternal and neonatal mortality and morbidity.
- Conducting the affairs of the charity through good governance, best practice and compliance with all relevant regulations and enactments, treating all those with whom the charity has dealings with fairness and respect.

PROMPT is an evidence based multi-professional training package for obstetric emergencies. It is unique in that its implementation has been associated with direct improvements in perinatal outcome across multiple settings with parallel improvements in knowledge, clinical skills and team working. PMF is a multi-professional group of obstetricians, midwives, anaesthetists and non-clinical staff based in the UK who strive to make childbirth safer through training, education and research in the UK and abroad.

PMF provides the training and materials to enable hospitals to deliver PROMPT Courses locally in maternity units rather than 'off site', in line with current evidence based practice.

The PMF UK faculty run Train the Trainers (T3) programmes for key members of the multi-professional team from maternity units/institutions. Teams who attend a PROMPT T3 programme delivered by an approved PMF faculty (in the UK, US, Singapore and Australia) are then authorised to implement PROMPT courses in their own units, hospital or institution. To assist teams in their local PROMPT training, attendees of the T3 programme are provided with Course and Trainer Manuals and a downloadable materials password containing all the resources and tools required to facilitate the implementation of PROMPT courses in their local units. The PMF charity also provides ongoing support to further aid delivery of the programme locally for twelve months from the date of attendance at the T3 course.

Local PROMPT training has been recognised as best practice in national reports including the National Maternity Review – Better Births <https://www.england.nhs.uk/wp-content/uploads/2016/02/national-maternity-review-report.pdf>

3. The focus of our activities in 2020-2021:

Training in the UK

PROMPT Train the Trainers (T3) Courses

Due to the COVID-19 pandemic all face-to-face PROMPT T3 Training courses were postponed until at least spring of 2021. Trusts were unable to release multi-professional teams to attend the training and due to social distancing requirements PMF were unable to deliver the training days which included hands-on drills.

**Report of the Trustees
for the Year Ended 31 March 2021**

PROMPT COVID-19 newsletters

Five PROMPT COVID-19 newsletters were created and shared with maternity units across the UK and globally keeping maternity teams up to date with the latest COVID-19 information, published research and resources.



Issue 1 – 27 March 2020

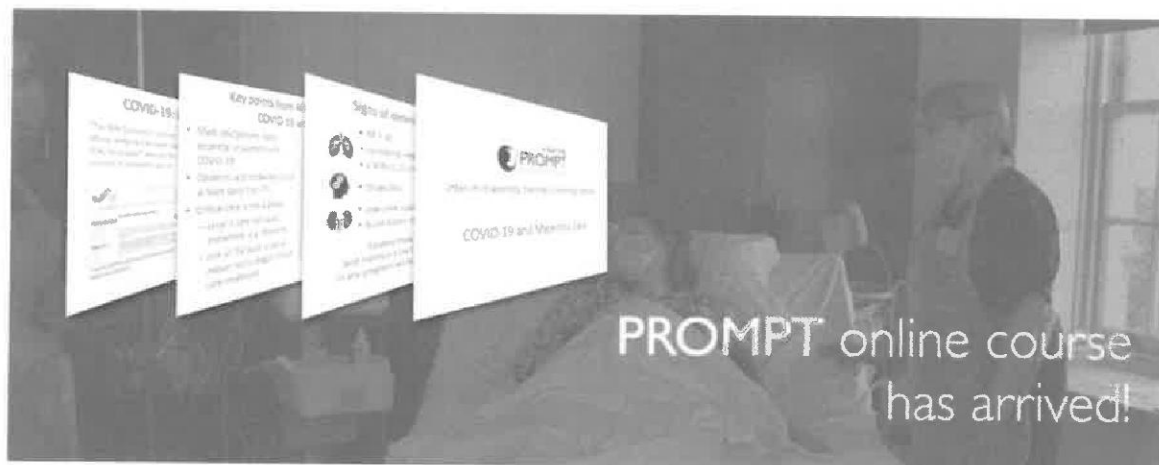
Issue 2 – 8 April 2020

Issue 3 – 24 April 2020

Issue 4 – 12 June 2020

Issue 5 – 18 November 2020

PROMPT e-learning



Whilst the national requirement for face-to-face training was paused due to the COVID-19 pandemic, the PMF team developed an interim PROMPT e-learning package giving maternity units everything they needed to ensure their staff remained up-to-date during the challenging COVID pandemic. The materials produced were intended to be adapted locally to ensure hospitals provided a locally relevant update for all maternity staff. Full guidance and resources were provided for training teams on how to make their 'tailor-made' local e-learning course.

The Prompt Maternity Foundation

Report of the Trustees for the Year Ended 31 March 2021

The half day e-learning package provided up-to-date information covering key messages and national guidance including:

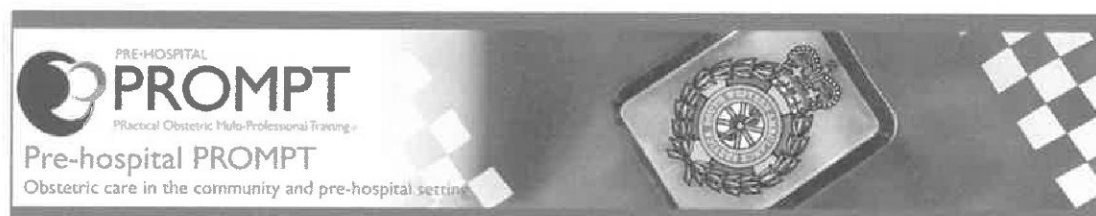
- Recent UKOSS and MBACE UK reports on learning from COVID-19 in pregnant women.
- Presentations covering maternity emergency care.
- Guidance related to COVID-19.
- Interactive videos of emergency drills
- Maternal critical care and COVID-19.
- Perinatal mental health & domestic abuse and COVID-19.

In light of the exceptionally challenging circumstances of this COVID-19 emergency, the Trustees of the PROMPT Maternity Foundation decided to provide this PROMPT e-learning maternity training package free of charge to all maternity units in the world. The package fulfils the core ethos and aims of the charity to support safer maternity care and reduce preventable harm to mothers and babies by making PROMPT as widely available as possible.

As at 31.03.2021 the PROMPT e-learning package was distributed to:

UK Maternity Units	International Maternity Units	UK Universities	International Universities
176	63	40	3

Pre-Hospital PROMPT



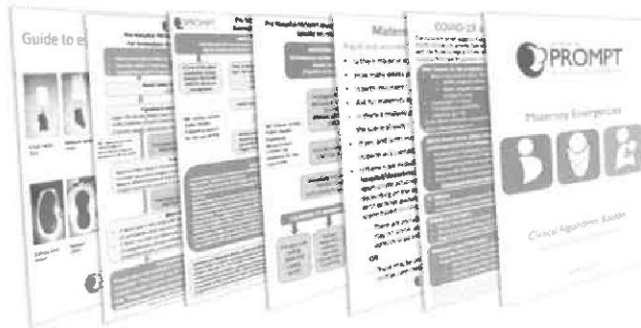
Due to the COVID-19 pandemic all face-to-face Pre-Hospital PROMPT training were suspended, however PMF continued to collaborate with South Western Ambulance NHS Foundation Trust (SWAST) and delivered the Pre-hospital PROMPT Maternity Emergencies Updates for paramedics and ambulance staff virtually:

No of attendees	Date	Location
23	28-Nov-20	Virtual Training
30	12-Dec-20	Virtual Training
27	23-Jan-21	Virtual Training
30	27-Feb-21	Virtual Training
27	20-Mar-21	Virtual Training

The Prompt Maternity Foundation

Report of the Trustees for the Year Ended 31 March 2021

To aid virtual training the PROMPT Maternity team developed the Pre-Hospital PROMPT Clinical Algorithm Booklet which SWAST have also purchased for maternity packs on their ambulance fleet.



- **Undergraduate PROMPT**



As with PROMPT T3, Undergraduate PROMPT training was not able to be further introduced. Students were escalated to assist Trusts in front-line cover for the COVID-19 pandemic.

PROMPT T3 Training overseas:

- **Australia/New Zealand:**

The Royal Australian and New Zealand College of Gynaecologists and Obstetricians (RANZCOG) were unable to deliver PROMPT training due to COVID-19 before their licence expired at the end of November 2020. PMF would like to thank RANZCOG for their dedication and hard work in co-ordinating the rollout of PROMPT training throughout Australia and New Zealand since 2012. We are glad to remain close partners with RANZCOG and are grateful for their continued endorsement and recognition of our training methods and materials.

As we move forward, PROMPT will continue to be firmly established in Australia and New Zealand. In the short-term, The PROMPT Maternity Foundation in the UK will ensure that maternity units are able to access support and guidance as needed.

Our long-term aim is to expand the reach of PROMPT multi-professional training across Australia and New Zealand, supporting localisation of the PROMPT materials and ensuring they are available to any maternity unit wishing to deliver our training.

The PROMPT e-learning package released in the UK during COVID has also been made available to maternity units in Australia and we have been working with a multi-professional team of clinicians in Victoria to localise the resources to include national information that is relevant for Australian and New Zealand maternity units. The adapted package is available from March 2021.

PMF Research Projects:

- **Odon Device**

This research project is now in its fifth year. The original Bill & Melinda Gates Foundation Grant has had a no-cost extension until June 2022, allowing us to complete our current research studies: The ASSIST II Study in Bristol, recruiting 104 women to have the Odon Device assist the birth their baby if an assisted vaginal birth is required and Besançon ASSIST in France, recruiting 104 women to have the Odon Device assist the birth their baby if an assisted vaginal birth is required.

Report of the Trustees
for the Year Ended 31 March 2021

This time extension has been approved as:

- ⇒ There are funds in the original grant to complete these studies
- ⇒ The Foundation recognise the impact of the global pandemic on study recruitment. Both studies stopped recruiting for a period of time in 2020 in accordance with national guidelines regarding research in the first lockdown. However, both studies have been able to continue during the second lockdown, again in accordance with national guidelines. Redeployment of staff during these periods of 'non-recruiting' have enabled the budget to remain stable.

At the time of writing Bristol has 14 births left until sample size completion and France has 17 births. All data from both studies will be analysed in Bristol and published.



The Foundation grant has also enabled Mary Alvarez (Senior Research Midwife) to undertake an MRes through the University of Bristol (due for completion May 2021) and Dr Emily Hotton to undertake a PhD through the University of Bristol (due for completion May 2022).

The grant has enabled the development and expansion of the midwifery research team at Southmead. We now have four midwives with substantive research posts through the Research and Innovation Department, which is huge progress. A full time substantive research administrator has also been recruited. The substantive midwifery posts have enabled dramatic expansion of the portfolio of studies which are supported by seconded staff and fixed term external recruitment. Training as a result of the ASSIST programme has enabled this expansion, and has improved the visibility of Clinical Research across the W&C Directorate. We have also been fortunate enough to gain Abi Loose as Trial Manager for ASSIST II and who also now provides oversight for the PMF Odon Programme and leads the liaison with the Besançon ASSIST team. Her expertise, leadership, attention to detail and hard work has been invaluable.

Additionally the National Institute for Health Research (NIHR) commended the ASSIST Study for its Trial dissemination to participants and has used it as an exemplar of good practice for dissemination, creating a video <https://www.youtube.com/watch?v=mioXSqZr3sg> and a publishing a participant case study <https://local.nihr.ac.uk/case-studies/helen-the-assist-trial/26356>.

Potential next steps for the project will be to plan for a randomised controlled trial against currently available alternatives (ventouse) and feasibility work in low and middle- income countries, seeing if we can recreate the ASSIST Studies in different health settings. However, the outcomes of ASSIST II and Besançon ASSIST will help guide next steps so decisions will be made post completion.

• Social Franchising and PROMPT

As advised in the previous annual report, The Health Foundation have funded a collaborative project between PMF and a social franchising company, Spring Impact, to consider how the model of social franchising could be used to scale and sustain PROMPT. The aim of the project is to design a replication model for scaling PROMPT and identify the key drivers of impact and sustainability, eg PROMPT's core requirements that would ensure it is replicated authentically in new locations. Previous evaluation has identified difficulties with the effective implementation of PROMPT which may affect its impact on local culture and clinical outcomes.

PMF had designed the 'PROMPT Partnership Programme' which provides training and ongoing implementation support for maternity units to run and sustain authentic local PROMPT training.

In April 2019 The Health Foundation granted funding to pilot and validate the 'PROMPT Partnership Programme for five maternity units in England until October 2020. Due to COVID this had to be extended to 31 December 2020.

PMF developed:

- A systematic and professional recruitment process
- PROMPT Partnership Implementation Handbook
- PROMPT Partnership Agreement for PMF and Maternity Units

PMF successfully recruited five maternity units to the PROMPT Partnership Programme, three units new to PROMPT and two who had previous experience but had struggled to implement and/or sustain PROMPT training locally. We worked closely with clinical champions in the units assisting them with adapting PROMPT to their local needs. All five sites were able to initiate training more rapidly and consistently than with the previous T3 model and our observations on training days have demonstrated high intervention fidelity.

**Report of the Trustees
for the Year Ended 31 March 2021**

One challenge was that many local champions were not provided with funded time to implement PROMPT training. This created an obstacle to their buy-in for the programme. We would advise future projects to realistically consider the time that will be required by local staff and to ensure this time is budgeted.

There are also concerns that the PROMPT Partnership model may not be financially sustainable as the average price of £30-35,000 per maternity trust may be prohibitive. Therefore we have explored a model of reduced support which we will evaluate once the ongoing pandemic allows.

Qualitative interviews indicate that building relations, providing progress reports and feedback and giving quality assurance were found to be valuable. Social Franchising has enabled effective scaling of PROMPT, however, its feasibility on a larger scale, and financial viability outside of this funded programme are yet to be determined.

There is significant demand for PROMPT Training and we have been approached by other maternity units wishing to implement PROMPT and we hope to use our PROMPT champions from the five maternity units to peer support new units as part of a potential 'regional hub' model for scaling, which may be more sustainable.

• The Scaling Project

Following on from the publication of the first paper 'How to be a very Safe Maternity Unit' in January 2019 (<https://www.thisinstitute.cam.ac.uk/research-articles/safe-maternity-unit-ethnographic-study/>), the THIS Institute ethnographers have now completed their observations and staff interviews in 5 additional maternity units. In September 2020 the THIS Institute released the final publication which included a framework that can be used to identify the features of safe care in hospital-based maternity units.

The publication can be accessed on-line: <https://for-us-framework.carrrd.co/>

• Disimpaction Study

PMF are continuing to investigate impacted fetal head at caesarean section. In the last year, we have published a national survey of obstetricians regarding clinical practice and training for impacted fetal head at caesarean section. We observed and recorded 35 obstetricians and midwives delivering an impacted fetal head during simulated caesarean section using a bespoke, novel birth simulator developed with Limbs & Things. High levels of realism and usefulness for training were reported, and the trainer was able to distinguish between senior and junior obstetricians, demonstrating face, content and construct validity.



Over 100 simulated scenarios have been analysed to examine the technical and non-technical skills required to successfully deliver an impacted fetal head and identify lessons for training. We will triangulate findings with analysis of participant interviews to develop an evidence-based management algorithm and training package.

PROMPT International

We are delighted to have finally agreed and signed a Licence for Germany with PROMPT Germany gUG (haftungsbeschränkt). Constantin von Kaisenberg based in Hannover has been working with us for several years now and has adapted and translated the PROMPT manuals and materials into German. This will start when we are able to provide training with the team, which may have to be virtual depending the progress of the COVID pandemic.

The international pandemic has had a devastating effect on training worldwide which has led to us having to adapt and develop our Training methods and delivery. We are looking at different models of delivery and making the training available internationally. The licencing agreements have proven cumbersome and rather a blunt instrument resulting in us exploring a partnership model in the future with smaller regional training groups.

The Prompt Maternity Foundation

Report of the Trustees for the Year Ended 31 March 2021

We have however continued to keep in contact with a number of countries around the world and are developing links for future rollout of PROMPT Training.

- Australia
- New Zealand
- Canada
- Portugal
- Egypt
- Brazil
- Israel

4. Trustee Appointments/Resignations

Daphne Amevenu joined the Trustees as a guest in January 2021 with the intention of her formally joining the Board of Trustees in April 2021. Daphne brings a wealth of experience from her previous roles with PWC, The Health Foundation and now at UCL Partners.

5. Examples of Research Presentations and publications for 2020-2021:

PMF's most recent presentations and publications are listed on the PMF website.

Publications Website Link: <https://www.promptmaternity.org/publications>

Presentations Website Link: <https://www.promptmaternity.org/presentations>

6. How our activities deliver public benefit

In shaping our objectives and planning our activities for the year, the Trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'Public Benefit: running a charity (PB2)'.

The reduction in preventable harm for mothers and their babies is core to our activities, and the education, research and training we provide are the means through which we endeavor to provide this public benefit both in the UK and internationally.

PROMPT continues to expand across both the UK and internationally with improved outcomes for mothers and babies with published litigation costs in the US, Australia and UK, notwithstanding the benefits to individuals and their families.

7. Message from our Chair of Trustees

What an extraordinary year it has been for PMF! In one of the most over-used words of the current time, 'unprecedented'. The main focus of the year has been survival for our small charity. Training fees were planned as our major source of income for 2020-2021 and at the start of the year we saw all team training cancelled across the NHS and our income for the year went with it.

Thanks to extraordinary quick thinking and perseverance from the senior team, mentioning Cathy Winter and Debbie Sirett in particular, we have been able to retain staff, by means of seconding our small team into the NHS, making a worthy contribution to the pandemic response. A special thank you to our administrative staff Karly Hunter and Jo Sirett for their flexibility in adapting to new arrangements at such a stressful time.

We retained a skeleton staff for PMF, to keep the charity going and to transform our approach to online materials and training. In the first week of the national lockdown, in March 2020, the team led by Cathy Winter's excellent contribution, produced our first Covid-19 newsletter for maternity staff, with the latest guidance for managing pregnancies and births during pandemic conditions. The newsletters have been backed up by a series of videos covering obstetric emergencies in Covid-19.

In the autumn, due to a massive effort led by Cathy, we launched our free interim e-learning package for the NHS, incorporating updated guidance. Work on these materials has increased our team's experience and skills to produce online materials that are engaging and stimulate an excellent online learning experience. There continues to be international interest in PROMPT training and the switch to online training opens up a wealth of possibilities to respond in a more timely, efficient and ecologically friendly manner.

Every year, the Trustees need to give our opinion to the auditors of the charity's financial viability as a going concern. Over 2020 -2021 we had very serious discussions about how much of the charity's reserves to use to keep afloat. We wanted to work on a conservative estimate of likely income from sales of online training to ensure future stability. Thanks to the excellent stewardship of previous Trustees and sound financial advice, we were able to confirm PROMPT Maternity Foundation is a going concern.

We are delighted to welcome Daphne Amevenu as a new Trustee. Daphne brings a wealth of experience from her previous roles with PWC, The Health Foundation and now at UCL Partners. And, at the same time, we are very sorry to say goodbye to Debbie Sirett, Business Development Manager at the end of this financial year. Debbie has given devoted service to PMF and been the mainstay of our administration, marketing and 'backroom operations' for many years. We wish Debbie all the best for the future.

We look forward to a 'blended' future, where we can regain some of the immediacy and contact of in-person sessions, while increasing the accessibility of our training through the extended reach of virtual courses.

The Prompt Maternity Foundation

Report of the Trustees for the Year Ended 31 March 2021

The Trustees are extremely appreciative of the efforts of the PMF Steering Group. Mark James, Debbie Sirett, Tim Draycott, Neil Muchatuta and Jane Davis have led new ways of working, putting in place effective plans for redeployment of staff and the development of entirely new approaches. A very special thank you must be noted to Cathy Winter, PMF Lead Midwife, as our new online materials would not have been possible without her amazing dedication, creativity and sheer hard work. The materials enable us to continue to meet our goal of preventing harm to mothers and babies in maternity emergencies.



Helen Crisp
Chair of Trustees, PROMPT Maternity Foundation

8. Targets for PMF in 2021-2022

Due to COVID-19 our target plans for training and development have been severely restricted, however true to PROMPT ethos we have been working hard to adapt and update our training methods to ensure we are able to generate a sustainable income for the future:

- Annual Updates: - we are moving away from rewriting PROMPT every 3 years to delivering an annual update. This will ensure that the material delivered and produced is up to date and as relevant as possible. Within this will be new modules such as impacted fetal head and prehospital PROMPT.
- Virtual Training: - having lost the ability to carry out face to face training we have already adapted very successfully the prehospital PROMPT material with great feedback from the para medics who have attended. We plan to develop a virtual T3 training course which will allow greater reach for units allowing them to increase the number of their trainers.
- We are exploring the development of partnerships with maternity units to provide local support to replace the current licensing system that is proving rather cumbersome.

9. Financial Review:

The performance for the year shows a net decrease in funds of £584k (2019/20 an increase of £315k) comprising a decrease in unrestricted funds of £66k (2019/20: increase of £144k) and a decrease in restricted funds of £518k (2019/20: increase of £172k).

Income has been generated mainly from our charitable activities which were severely impacted by the Covid 19 pandemic. Income from charitable activities was £109k compared to £1,116k in 2019/20. These activities include training, grants, license sales, royalties and commissions on the sale of PROMPT manuals and scenarios.

Income from research grants is recognized when the grant conditions are fulfilled in line with the charity SORP and our accounting policies.

Overall expenditure decreased to £731k from £849k in the previous year. Restricted fund expenditure decreased from £706k to £518k.

• Volunteers

PROMPT has again benefitted from the generous commitment of our many volunteers and we are very grateful for this huge contribution to our charitable activities. We estimate that the total hours contributed for 2020/21 was compared to 291 hours in 2019/20 (value of £11,305). This vital support is in addition to the activities shown in the accounts for the year.

• Reserves and Investment Policies

The Trustees have decided that unrestricted (or free) reserves should aim to be maintained at six months cover of core expenditure rather than a fixed-target value.

The Trustees have a policy of holding reserves of funds to:

- Provide adequate working capital to carry out projects for which funds have been granted by external bodies but for which those funds are payable only after expenditure has been incurred.
- To provide a reserve to cover short-term payment of essential costs in the event of an unanticipated shortfall in funds.
- To meet any legal obligations on the charity to meet any future costs.
- To take advantage of strategic opportunities to further the aims of the charity.
- Seek to develop and grow the international impact of PROMPT.

The Prompt Maternity Foundation

Report of the Trustees for the Year Ended 31 March 2021

Total funds held at 31 March 2021 were £835k (2020 £1,419k) of which £355k (2020: £873k) was held as restricted funds and £480k (2020: £547k) as unrestricted reserves. The Trustees consider that this level of reserves is sufficient to enable PMF to take advantage of strategic opportunities and development to support our work.

It is the intention of the Trustees to develop a more comprehensive investment policy as the funds under management increase and a subcommittee of Trustees has been established to progress this.

The aim of PMF is stated in our objectives and the Trustees plan to develop KPI measurement across these objectives in future. However, each project is different and has diverse activities so to date a common set of KPI's across all projects has not yet been determined.

10. Structure Governance and Management:

PMF is a charitable company limited by guarantee incorporated on 26th July 2011 and registered as a charity on 22nd February 2011. The company was established under a Memorandum of Association, which established its objects and powers and is governed by the Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

The Trustees

The directors of the company are also the charity trustees for the purpose of charity law and one of the current trustees is an original subscriber to the company. Under the requirements of the Memorandum of Association and Articles of Association, a Trustee is eligible for re-election for consecutive periods not exceeding an aggregate nine years from the date of his or her original appointment but thereafter a Trustee will not be eligible for reappointment until one year after his or her retirement.

Trustees give their time voluntarily and receive no benefits from the charity other than the following:

- Dr Neil Muchatuta, who is seconded from United Hospitals Bristol NHS Foundation Trust.
- Any expenses reclaimed are set out in the accounts.

Recruitment to expand the current Trustees is underway and new Trustees are nominated by existing Trustees and selected by a majority vote. When trustees are appointed, they receive an induction including:

- Attendance at a local PROMPT course
- Attendance at a Train the Trainers (T3) day
- Brief on the obligations of the trustees
- Documents setting out the operational framework and plans of the charity including Memorandum and Articles and the current business plan
- Information on the current financial position as set out in the latest published accounts and management accounts.

Members

The PMF charity currently has 69 members who actively contribute to the continued development of PROMPT and are interested in the aims of the Foundation. Some of the roles and responsibilities of members of PMF are:

- To contribute actively to the development of PROMPT
- To attend and vote at general meetings
- To act and vote in the best interests of the Charity
- To abide by decisions taken fairly and in accordance with the Rules of the Charity
- To receive regular reports on the activities of the Charity
- To make recommendations to the Trustees

The Management Team

Day to day management of the charity is delegated to a small management team who liaise closely with the Trustees and members on individual projects and activities. Many staff are currently seconded from North Bristol Trust, where their salaries are reviewed annually. The charity reimburses for time spent on PROMPT related activities.

In view of the nature of the charity, salaries are benchmarked against pay levels in the NHS and other charities. NBT adds a 10% recharge on all NBT employees who are seconded and hosted for the PMF charity and PMF also pays 20% VAT for secondment/hosted administration staff.

The management team meet monthly for a strategy meeting which includes discussion and decision on whether to undertake particular activities, planning and timing of activities and the planning of resources, funding applications and operational management decisions.

The Prompt Maternity Foundation

Report of the Trustees for the Year Ended 31 March 2021

Risk Management

The Trustees consider risk regularly at their meetings seeking to minimise and manage the risks. A detailed Risk Register has been developed to identify key potential risks and with a set of control mechanisms and delivery actions. This is reviewed regularly by the Management Team.

PMF is committed to the principles of accident prevention and to ensure that we have robust health and safety management systems. We seek to provide and maintain safe working environments through appropriate risk assessments, maintenance and inspections. The most appropriate people in the organisation are directly involved in assessing control mechanisms, identifying delivery and remedial action, and reviewing performance.

The Trustees believe that PMF faces a number of risks in the short to medium term. These include

- The continuing impact of the Covid 19 pandemic, particularly on the delivery of face to face training courses
- The impact of Brexit and the post-Brexit economic climate on securing funding to achieve our ambitious plans. Funding sources that may be impacted include grant income in an increasingly competitive market, fundraising and donations from supporters.
- The cost of developing our infrastructure and resources to meet global demand necessitates building unrestricted reserves.
- The success of the PROMPT depends upon the quality of the people we can recruit and retain and so investment in the development of staff is increasingly important.

Fundraising

The charity does not use any external fundraisers. All fundraising undertaken during the year was monitored by the Trustees. The charity has not received any complaints regarding its fundraising activities.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
07506593 (England and Wales)

Registered Charity number
1140557

Registered office
The Chilterns, Dept Womens Health
Southmead Hospital, Southmead Road
Westbury-on-Trym
Bristol
BS10 5NB

Trustees
H M Crisp
N A Muchatuta
J Roberts
H Rulton
K Scheel
D Amevenu – appointed 16.1.21

Auditors
MHA Monahans
Statutory Auditor
Chartered Accountants
Rumwell Hall
Rumwell
Taunton
Somerset
TA4 1EL

The Prompt Maternity Foundation

Report of the Trustees
for the Year Ended 31 March 2021

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of The Prompt Maternity Foundation for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

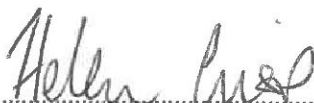
In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, MHA Monahans, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 28 September 2021 and signed on its behalf by:



Helen Crisp – Chair of Trustees

**Report of the Independent Auditors to the Members of
The Prompt Maternity Foundation**

Opinion

We have audited the financial statements of The Prompt Maternity Foundation (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Report of the Independent Auditors to the Members of
The Prompt Maternity Foundation

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charity and the provision of training and undertaking of research activities, we identified that the principal risks of non-compliance with laws and regulations related to NHS guidelines, guidelines for the recruitment of patients for research programs, health and safety, employment law, Companies Act 2006 and Charity Law, and we considered the extent to which non-compliance might have a material effect on the financial statements of the charity. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006 and the Charities Statement of Recommended Practice.

We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to revenue recognition and management override. Audit procedures performed by the audit engagement team included:

- discussions with management, including consideration of known or suspected instances of non-compliance with laws and regulations and fraud;
- understanding and review of management's internal controls designed to prevent and detect irregularities, and fraud;
- review of the minutes of the Trustees meetings;
- review of tax compliance;
- designing audit procedures to incorporate unpredictability;
- performing analytical procedures to identify any unusual or unexpected relationships that might indicate risks of material misstatement due to fraud;
- review of the financial statements disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations discussed above;
- enquiring of the Trustees and third-party advisors about actual and potential litigation and claims;
- testing transactions entered into outside of the normal course of the charity's business; and
- identifying and testing journal entries, in particular any journal entries with fraud characteristics such as journals with round numbers.


There are inherent limitations in the audit procedures described above and the further removed non-compliance with laws and regulations is from the events and the transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Report of the Independent Auditors to the Members of
The Prompt Maternity Foundation

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Fiona Westwood (Senior Statutory Auditor)
for and on behalf of MHA Monahans
Statutory Auditor
Chartered Accountants
Rumwell Hall
Rumwell
Taunton
Somerset
TA4 1EL

Date: 25 November 2021

The Prompt Maternity Foundation

Statement of Financial Activities
for the Year Ended 31 March 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	2,594	-	2,594	7,200
Charitable activities	5				
Training		13,634	-	13,634	314,108
Research		-	95,000	95,000	801,982
Other trading activities	3	3,234	-	3,234	3,150
Investment income	4	1,890	-	1,890	3,701
Other income		<u>28,352</u>	<u>1,937</u>	<u>30,289</u>	<u>34,838</u>
Total		49,704	96,937	146,641	1,164,979
EXPENDITURE ON					
Raising funds	6	217	-	217	686
Charitable activities	7				
Training		80,295	-	80,295	51,969
Research		4,222	646,214	650,436	796,519
Total		<u>84,734</u>	<u>646,214</u>	<u>730,948</u>	<u>849,174</u>
NET INCOME/(EXPENDITURE)		(35,030)	(549,277)	(584,307)	315,805
Transfers between funds	20	<u>(31,307)</u>	<u>31,307</u>	<u>-</u>	<u>-</u>
Net movement in funds		(66,337)	(517,970)	(584,307)	315,805
RECONCILIATION OF FUNDS					
Total funds brought forward		546,499	872,919	1,419,418	1,103,613
TOTAL FUNDS CARRIED FORWARD		<u>480,162</u>	<u>354,949</u>	<u>835,111</u>	<u>1,419,418</u>

The notes form part of these financial statements


The Prompt Maternity Foundation
REGISTERED COMPANY NUMBER: 07506593 (England and Wales)

Balance Sheet
31 March 2021

	Notes	2021 £	2020 £
FIXED ASSETS			
Intangible assets	14	1	1
Tangible assets	15	4,434	561
Investments	16	-	1
		<u>4,435</u>	<u>563</u>
CURRENT ASSETS			
Debtors	17	57,871	51,114
Cash at bank and in hand		<u>1,136,851</u>	<u>1,709,601</u>
		1,194,722	1,760,715
CREDITORS			
Amounts falling due within one year	18	(364,046)	(341,860)
NET CURRENT ASSETS		<u>830,676</u>	<u>1,418,855</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>835,111</u>	<u>1,419,418</u>
NET ASSETS		<u>835,111</u>	<u>1,419,418</u>
FUNDS	20		
Unrestricted funds		480,162	546,499
Restricted funds		<u>354,949</u>	<u>872,919</u>
TOTAL FUNDS		<u>835,111</u>	<u>1,419,418</u>

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 28 September 2021 and were signed on its behalf by:


Helen Crisp – Chair of Trustees

The notes form part of these financial statements

The Prompt Maternity Foundation

Cash Flow Statement
for the Year Ended 31 March 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	1	<u>(570,116)</u>	<u>226,585</u>
Net cash (used in)/provided by operating activities		<u>(570,116)</u>	<u>226,585</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(5,144)	-
Sale of tangible fixed assets		598	-
Sale of fixed asset investments		1	-
Interest received		<u>1,890</u>	<u>3,701</u>
Net cash (used in)/provided by investing activities		<u>(2,655)</u>	<u>3,701</u>
Cash flows from financing activities			
Loan repayments in year		<u>21</u>	<u>99</u>
Net cash provided by financing activities		<u>21</u>	<u>99</u>
Change in cash and cash equivalents in the reporting period		<u>(572,750)</u>	<u>230,385</u>
Cash and cash equivalents at the beginning of the reporting period		<u>1,709,601</u>	<u>1,479,216</u>
Cash and cash equivalents at the end of the reporting period		<u><u>1,136,851</u></u>	<u><u>1,709,601</u></u>

The notes form part of these financial statements

The Prompt Maternity Foundation

Notes to the Cash Flow Statement
for the Year Ended 31 March 2021

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(584,307)	315,805
Adjustments for:		
Depreciation charges	673	471
Interest received	(1,890)	(3,701)
(Increase)/decrease in debtors	(6,778)	95,534
Increase/(decrease) in creditors	<u>22,186</u>	<u>(181,524)</u>
Net cash (used in)/provided by operations	<u>(570,116)</u>	<u>226,585</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.20 £	Cash flow £	At 31.3.21 £
Net cash			
Cash at bank and in hand	<u>1,709,601</u>	<u>(572,750)</u>	<u>1,136,851</u>
	<u>1,709,601</u>	<u>(572,750)</u>	<u>1,136,851</u>
Total	<u>1,709,601</u>	<u>(572,750)</u>	<u>1,136,851</u>

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Company Status

The company is a company limited by guarantee, incorporated in England and Wales. In the event of the company being wound up, the liability of the guarantee is limited to £1 per member of the company. The address of the registered office is given in the Trustees' Report. The nature of the charity's operations and principal activities are given in the Trustees' Report.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities or services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example, the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Trustees' Annual Report.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Income from grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

License fee income is recognized over the period of the licence.

Income tax recoverable in relation to donations received under gift aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion the service.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

1. ACCOUNTING POLICIES - continued

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Intangible fixed assets and amortisation

Intangible assets costing £1 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably. Intangible assets are initially recognised at cost and are subsequently measured at cost net of amortisation and any provision for impairment. Amortisation is provided on a straight line basis over their useful lives. The useful lives of intangible assets are as follows

Intellectual property rights - 20 years

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - Straight line at 33.33%

All assets costing more than £200 are capitalised.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Investments

Investments in subsidiaries are measured at cost less impairment.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

1. ACCOUNTING POLICIES - continued

Investments

Foreign currency

Foreign currency transactions are initially recognised by applying to the foreign currency amount the spot exchange rate between the functional currency and the foreign currency at the date of the transaction.

Monetary assets and liabilities denominated in a foreign currency at the balance sheet date are translated using the closing rate.

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	<u>2,594</u>	<u>7,200</u>

3. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Fundraising events	<u>3,234</u>	<u>3,150</u>

4. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	<u>1,890</u>	<u>3,701</u>

5. INCOME FROM CHARITABLE ACTIVITIES

		2021	2020
		£	£
Course fees	Activity	13,634	314,108
Grants	Training	95,000	801,982
	Research	<u>108,634</u>	<u>1,116,090</u>

Grants received, included in the above, are as follows:

	2021	2020
	£	£

6. RAISING FUNDS

Raising donations and legacies

	2021	2020
	£	£
Fundraising costs	217	266
Support costs	<u>-</u>	<u>420</u>
	<u>217</u>	<u>686</u>

The Prompt Maternity Foundation

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 8) £	Support costs (see note 9) £	Totals £
Training	-	80,295	80,295
Research	646,213	4,223	650,436
	<u>646,213</u>	<u>84,518</u>	<u>730,731</u>

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2021 £	2020 £
Staff costs	547,737	376,343
Direct costs	<u>98,476</u>	<u>338,565</u>
	<u>646,213</u>	<u>714,908</u>

9. SUPPORT COSTS

	Management £
Training	80,295
Research	<u>4,223</u>
	<u>84,518</u>

Support costs, included in the above, are as follows:

Management

	Training £	Research £	2021 Total activities £	2020 Total activities £
Wages	30,131	1,586	31,717	105,992
Social security	-	-	-	150
Insurance	5,212	274	5,486	4,437
Printing, postage and stationery	1,499	79	1,578	245
Advertising and branding	-	-	-	223
Travel and subsistence	(184)	(13)	(197)	8,892
Meeting room hire and catering	-	-	-	1,907
Rent	-	-	-	2,501
IT	7,911	417	8,328	1,772
Professional fees	15,143	797	15,940	13,414
Consultancy fees	-	-	-	19,502
Bank charges	190	10	200	334
Support, Training, Volunteer	3,072	163	3,235	510
Sundry	1,166	62	1,228	185
Course and MD fees	129	7	136	8,932
Exchange loss/(gain)	4,841	255	5,096	(35,467)
Bad debt write off	10,545	553	11,098	-
Depreciation of tangible and heritage assets	<u>640</u>	<u>33</u>	<u>673</u>	<u>471</u>
	<u>80,295</u>	<u>4,223</u>	<u>84,518</u>	<u>134,000</u>

The Prompt Maternity Foundation

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

10. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	673	471
Auditor's remuneration	<u>11,640</u>	<u>9,250</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

During the year, the following Trustees received remuneration:

- Dr Neil Muchatuta £11,908 (2020: £15,796)
- Helen Crisp £Nil (2020: £16,800).

This was received for their roles as Consultant Obstetricians, facilitator and chief executive officer involved in research and training for the Charity. The legal authority for these payment is the Memorandum of Association, which established the objects and powers of the charitable company.

During the year, no trustees received any benefits in kind (2020: Nil).

Trustees' expenses

During the year, 1 Trustee and 2 Key management personnel received £454 for travel expenses (2020: 3 Trustees and 2 Key management personnel received £27,817).

12. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	579,204	482,335
Social security costs	<u>250</u>	<u>150</u>
	<u>579,454</u>	<u>482,485</u>

The average monthly number of employees during the year was as follows:

	2021	2020
	<u>12</u>	<u>16</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2021	2020
£60,001 - £70,000	<u>-</u>	<u>1</u>

PROMPT staff are all employed by other organisations, mainly North Bristol NHS Trust but also University of Bristol and University Hospitals Bristol NHS Foundation Trust, working in collaboration with PROMPT. The costs included in the financial statements represent payments to the employer for time spent on PROMPT activities.

Remuneration received by trustees and key management personnel amounted to £176,075 (2020: £211,455).

The Prompt Maternity Foundation

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	6,198	1,002	7,200
Charitable activities			
Training	255,108	59,000	314,108
Research	-	801,982	801,982
Other trading activities	3,150	-	3,150
Investment income	3,701	-	3,701
Other income	<u>30,792</u>	<u>4,046</u>	<u>34,838</u>
Total	298,949	866,030	1,164,979
 EXPENDITURE ON			
Raising funds	686	-	686
Charitable activities			
Training	50,380	1,589	51,969
Research	<u>91,897</u>	<u>704,622</u>	<u>796,519</u>
Total	<u>142,963</u>	<u>706,211</u>	<u>849,174</u>
 NET INCOME	155,986	159,819	315,805
Transfers between funds	<u>(12,058)</u>	<u>12,058</u>	<u>-</u>
Net movement in funds	143,928	171,877	315,805
 RECONCILIATION OF FUNDS			
Total funds brought forward	402,571	701,042	1,103,613
 TOTAL FUNDS CARRIED FORWARD	<u><u>546,499</u></u>	<u><u>872,919</u></u>	<u><u>1,419,418</u></u>

14. INTANGIBLE FIXED ASSETS

	Intellectual Property Rights £
COST	
At 1 April 2020 and 31 March 2021	<u>1</u>
 NET BOOK VALUE	
At 31 March 2021	<u><u>1</u></u>
At 31 March 2020	<u><u>1</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

15. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2020	
Additions	4,574
Disposals	5,144
	<u>(598)</u>
At 31 March 2021	<u>9,120</u>
DEPRECIATION	
At 1 April 2020	
Charge for year	4,013
	<u>673</u>
At 31 March 2021	<u>4,686</u>
NET BOOK VALUE	
At 31 March 2021	<u>4,434</u>
At 31 March 2020	<u>561</u>

16. FIXED ASSET INVESTMENTS

The company's investments at the balance sheet date in the share capital of companies included the following:

PROMPT Maternity China Ltd (Company No: 10557366)

Class of share: Ordinary
Holding: 100%

	2021 £	2020 £
Aggregate capital and reserves	-	1

PROMPT Maternity China Ltd was dissolved on 3 November 2020.

17. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	49,780	39,812
Amounts owed by group undertakings	-	21
Other debtors	7,341	9,561
Prepayments and accrued income	<u>750</u>	<u>1,720</u>
	<u>57,871</u>	<u>51,114</u>

The Prompt Maternity Foundation

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	71,887	32,630
Social security and other taxes	530	122
Other creditors	679	-
Accruals and deferred income	<u>290,950</u>	<u>309,108</u>
	<u>364,046</u>	<u>341,860</u>

Deferred income

	£
Deferred Income at 1 April 2020	129,409
Resources deferred in the year	109,542
Amounts released from previous years	<u>(20,718)</u>
Deferred Income at 31 March 2021	<u>218,233</u>

Deferred income represents performance-related grants received in advance of delivering the training or research required by that grant, it also represents training courses invoiced but not delivered until after the year end and multi-year licence fee income deferred. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met. Multi-year licence fee income is released over the period of the license.

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
Fixed assets	4,435	-	4,435	562
Investments	-	-	-	1
Current assets	839,773	354,949	1,194,722	1,760,715
Current liabilities	<u>(364,046)</u>	<u>-</u>	<u>(364,046)</u>	<u>(341,860)</u>
	<u>480,162</u>	<u>354,949</u>	<u>835,111</u>	<u>1,419,418</u>

20. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	546,499	(35,030)	(31,307)	480,162
Restricted funds				
Mpilo Zimbabwe Fund	3,310	-	-	3,310
Midwives Training Fund	90	-	-	90
CL Eskell Bursary fund	650	-	-	650
E=QUALS Fund	1,381	(1,381)	-	-
ODON 5 - Human Factors Fund	4,200	-	-	4,200
ODON 7 Fund	94,409	-	-	94,409
ODON 10 Fund	3,767	-	-	3,767
DI Head Fund	1	(18,198)	18,197	-
HF - Social Franchising	6,478	(19,588)	13,110	-
The Scaling Project	3,876	(3,876)	-	-
BMGF - Assist	<u>754,757</u>	<u>(506,234)</u>	<u>-</u>	<u>248,523</u>
	<u>872,919</u>	<u>(549,277)</u>	<u>31,307</u>	<u>354,949</u>
TOTAL FUNDS	<u>1,419,418</u>	<u>(584,307)</u>	<u>-</u>	<u>835,111</u>

The Prompt Maternity Foundation

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

20. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	49,704	(84,734)	(35,030)
Restricted funds			
E=QUALS Fund	-	(1,381)	(1,381)
DI Head Fund	-	(18,198)	(18,198)
HF - Social Franchising	95,000	(114,588)	(19,588)
The Scaling Project	-	(3,876)	(3,876)
BMGF - Assist	1,937	(508,171)	(506,234)
	96,937	(646,214)	(549,277)
TOTAL FUNDS	<u>146,641</u>	<u>(730,948)</u>	<u>(584,307)</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	402,571	155,986	(12,058)	546,499
Restricted funds				
Mpilo Zimbabwe Fund	3,490	(153)	(27)	3,310
Overseas Training Appeal Fund	290	(317)	27	-
Midwives Training Fund	1,209	(1,119)	-	90
CL Eskell Bursary fund	1,650	(1,000)	-	650
E=QUALS Fund	1,381	-	-	1,381
ODON 5 - Human Factors Fund	4,200	-	-	4,200
ODON 7 Fund	100,623	-	(6,214)	94,409
ODON 9 Fund	-	(6,214)	6,214	-
ODON 10 Fund	-	3,767	-	3,767
DI Head Fund	34,553	(46,610)	12,058	1
HF - Social Franchising	5,539	939	-	6,478
The Scaling Project	-	3,876	-	3,876
BMGF - Assist	548,107	206,650	-	754,757
	<u>701,042</u>	<u>159,819</u>	<u>12,058</u>	<u>872,919</u>
TOTAL FUNDS	<u>1,103,613</u>	<u>315,805</u>	<u>-</u>	<u>1,419,418</u>

The Prompt Maternity Foundation

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

20. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	298,949	(142,963)	155,986
Restricted funds			
Mpilo Zimbabwe Fund	-	(153)	(153)
Overseas Training Appeal Fund	-	(317)	(317)
Midwives Training Fund	-	(1,119)	(1,119)
CL Eskell Bursary fund	-	(1,000)	(1,000)
ODON 7 Fund	42,816	(42,816)	-
ODON 9 Fund	-	(6,214)	(6,214)
ODON 10 Fund	5,050	(1,283)	3,767
DI Head Fund	1	(46,611)	(46,610)
HF - Social Franchising	187,993	(187,054)	939
HF Insurance	729	(729)	-
The Scaling Project	4,818	(942)	3,876
BMGF - Assist	624,623	(417,973)	206,650
	<u>866,030</u>	<u>(706,211)</u>	<u>159,819</u>
TOTAL FUNDS	<u>1,164,979</u>	<u>(849,174)</u>	<u>315,805</u>

Mpilo Training - to improve training equipment and facilities specifically at Mpilo Maternity Hospital, Zimbabwe

Midwives Training Fund - to provide training for midwives. It was established by a transfer of funds generated from a symposium in Bath

CL Eskell Bursary Fund - this research fund will be available for midwives, obstetricians and anaesthetists in the UK and across the world to apply to work on projects with the PROMPT team

E=QUALS fund - this research fund, established by a generous grant from Erbs Palsy Group, is to measure the quality of life of adults with obstetric brachial plexus injuries and their families

ODON 7 - this training fund is to develop a training package to allow for the safe use and adoption of the BD Odon Device in clinical practice

ODON 10 - funding for a short simulation study

DI Head Fund - this research fund, provided by grants from D Telling and Limbs and Things, is an investigation into the management of an impacted foetal head during caesarean section

ODON 5 - Human Factors - this research grant is to undertake one round of Human Factors equivalence testing on two contingency versions of the BD Odon Device

HF - Social Franchising Fund - this research fund, provided by a grant from The Health Foundation, is to generate deeper understanding of the potential of social franchising and licencing models for scaling effective health and social care interventions within the NHS

The Scaling Project Fund - this research fund, provided by a grant from The Health Foundation, is to address the question, "How can a successful learning-based Maternity Safety Improvement Programme be replicated and scaled?". This study involves collaboration between PROMPT, Cambridge University and Leicester University.

BMGF- Assist - This research project aims to determine the effectiveness and safety of the BS Odon Device by conducting a multi-centered, randomized controlled trial of the Device versus the current practice predicate device of the AVB (the Kiwi vacuum). This study will be performed in two countries (UK and France) with the aim of a next step, after grant-end activity of extending the study to India.

The Prompt Maternity Foundation

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

20. MOVEMENT IN FUNDS - continued

Transfers between funds

A transfer has been made to the restricted DI Head fund and the restricted HF - Social Franchising fund from the general fund to cover the deficit on these funds.

21. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.