

OVACOME

Registered Charity No. 1159682

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30th September 2020

OVACOME

Legal and Administrative Information

Registered Charity Number: 1159682

Trustees (Executive Committee Members)

The trustees who served during the period and up to the date of signing of this report were:

Cathryn Hughes (Chair)
John Paul McKew (Treasurer)
Marta Wojcik
Sean Kehoe (Head of Medical Advisory Board)
Victoria Von Wachter
Lesley Sage
Adele Sewell (resigned 21st March 2020)
Adrian Dickinson
Jonathan Brindley (appointed 21st March 2020)
Robert Leach (appointed 21st March 2020)

Director

Victoria Clare

Patrons

Jenny Agutter

Principal Office

52-54 Featherstone Street
London
EC1Y 8RT

Independent Examiner

Stephen Jones
Myrus Smith
Chartered Accountants
8 Burnell Rd
Sutton SM1 4BW

Bankers

CAF Bank Limited
25 Kings Hill Avenue
Kings Hill
West Malling
Kent ME19 4JQ

The Trustees are pleased to present their report together with the financial statements of the charity for the period ended 30 September 2020. Legal and administrative information set out on page 2 forms part of this report. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and Statement of Recommended Practice: Accounting and Reporting Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Legal structure of the charity

The charity is constituted as a charitable incorporated organisation. Ovacom was entered on the Register of Charities No 1159682 on 18 December 2014 and is governed by its constitution adopted also on 18 December 2014.

Ovacom has a board of 9 volunteer trustees, including individuals who have been personally affected by the disease and clinicians who specialise in ovarian cancer (OC).

Recruitment and induction of trustees

The Trustees are appointed by the members or the charity trustees and are recruited with regard to their knowledge skills and experience.

Ovacom is unique within the sector as the board includes a number of trustees whose lives have been affected by ovarian cancer. In addition, Ovacom was established as a membership charity. Whilst anyone can access our support without being a member, it is free to become a member and members have certain rights and benefits conferred upon them. They are able to vote at the AGM and they have the opportunity to participate in consultation to set the priorities of the charity and inform future strategic direction of service provision.

Trustees are recruited following an annual trustee board skills audit. Areas for development are identified and then recruitment adverts are circulated among our membership and more broadly. Trustees are recruited because of their skills or personal experience.

All new Trustees are given background information about the charity, are advised about their responsibilities and given an induction into the work of the charity. The training needs of the Trustees are reviewed and training is sourced where deemed necessary and appropriate. The full recruitment process takes between 3-6 months.

Management and administration

The Executive Committee, members of which constitute Trustees for the purpose of Charity legislation, administers Ovacom. The Chair, officers and other Trustees are appointed (or reappointed) at the Annual General Meeting (AGM). The Executive Committee reviews the profile of Trustees periodically and appropriate appointments are made to ensure a balanced committee. No external bodies have the power to appoint Trustees and the Executive Committee is ultimately responsible for the charity. The names of Trustees who have served since 1 October 2019 are set out under Legal and Administrative Information on page 2 of this document.

The Trustees meet via telephone conference monthly to review progress against the organisational strategy and to support development of the charity in line with our organisational aims. The Chief Executive and staff team manage the day to day running of Ovacom based on the strategic direction set by the trustees.

Remuneration of Key Management Personnel

The remuneration of the charity's key management personnel is set by the Executive Committee, taking into account the charity's financial position and the amount paid for compatible roles in comparable organisations.

OBJECTIVES AND ACTIVITIES

Objectives

At this time our head office is in London. Ovacom also has an office in Dudley, from which we provide services across the West Midlands. As of the 30th September 2020 there are 11 staff (10 full time, one 21 hours per week).

Ovacom has 278 registered and active volunteers at the time of writing (this includes trustees and the Medical Advisory Board). The charity serves:

- ☐ People who are affected by ovarian cancer
- ☐ Family members of those diagnosed
- ☐ Those who may be at risk of OC
- ☐ The general public (by raising awareness of the symptoms)
- ☐ The research community by funding opportunities for better understanding and curing ovarian cancer
- ☐ Clinicians specialising in ovarian cancer
- ☐ Health care providers who may be involved in identifying and treating ovarian cancer.

The number of women with ovarian cancer is not thought to be increasing significantly. Around 7,400 new cases are diagnosed each year and this number has remained constant for some time.

1 in 50 women born after 1960 are diagnosed with ovarian cancer in their lifetime. But still:

Only 35% survive ovarian cancer for 10 or more years and there is little awareness of the signs and symptoms of the disease. This means that very often women are diagnosed at the later stages.

The need for Ovacom remains constant. Until all people are aware of the symptoms and able to access better funded services then Ovacom will continue to work to meet the needs of all those affected by the disease. Ovacom works across the UK via our support and information services and we provide face to face support and work with local charities to improve the support available to all affected by ovarian cancer regardless of where they live. We also support women from 120 countries through our Health Unlocked My Ovacom forum.

Our potential reach - one study suggested that in 2010, 41,000 women were living with ovarian cancer in the UK. They will vary hugely in health, stages of the disease and their support needs but if we assume that there are now more women living with the disease than in 2010 and accept that it is our role to support women with ovarian cancer, their family members, the clinicians that treat them, or those at risk of the disease, then our potential reach is substantially wider than the numbers currently accessing our services (around 18000 annually and around 3,700 members).

Charity activities

Ovacome has provided a wide range of expert services free to all those affected by ovarian cancer since 1996 and we intend to continue doing so until such time as our services are no longer needed.

We do this by:

- ☐ Promoting a supportive ovarian cancer community by;
 - ☐ Maintaining the ovarian cancer online community forum
 - ☐ Providing Reach Ova, Ova to you and regular specialist support groups
 - ☐ Providing opportunities for those affected by ovarian cancer to meet and share their experiences
 - ☐ Supporting locally formed independent groups by providing factually accurate information and resources
 - ☐ Ensuring that we are actively working to remove barriers to accessing support and information.
- ☐ Raising awareness of ovarian cancer by:
 - ☐ Campaigning to raise awareness of signs and symptoms using our evidence based BEAT campaign.
 - ☐ Educating clinical students through the survivors Teaching Students (STS) programme
 - ☐ Educating the general public through Ovacomework
 - ☐ Creating culturally sensitive and accessible awareness campaigns to reach those who may not otherwise see or understand mainstream messaging.
- ☐ Raising awareness of the experience of people affected by ovarian cancer by:
 - ☐ Sharing Members stories
 - ☐ Amplifying the voice of those affected by ovarian cancer to clinicians, decision makers and the general public in collaboration with other organisations
 - ☐ Actively working to show the diversity of those affected by ovarian cancer.
- ☐ Informing by
 - ☐ Providing evidenced based information through different media
 - ☐ Providing evidenced based information through our support service
 - ☐ Responding to the information needs of the community as quickly as possible.
 - ☐ Providing personalized information as requested (through collaboration with our Medical Advisory Board)
- ☐ We support research by:
 - ☐ Advocating for prevention strategies and research
 - ☐ Working with researchers to ensure that patient voice is heard
 - ☐ Funding Ovacomework at the University of Birmingham

ACHIEVEMENT AND PERFORMANCE

Review of the year

Between January – March we conducted the 2020 Ovacom membership consultation to inform our service delivery for the next two years; we received 290 responses.

Between October and March we saw a steady growth in demand for our services and we continued to run our Ova to You programme of regional events, visiting; Dublin, Venues across Scotland, Liverpool, Southampton and Exeter. We were also able to celebrate our volunteers at the annual Ovacom Volunteer Christmas party in December 2019.

The Covid19 pandemic had an immediate impact on our service delivery in March 2020 as we postponed all face-to-face events, among them our Annual Members' day, a health and wellbeing day and numerous regional events. We moved quickly to ensure that all staff could work from home. We were able to divert our phones and also set up another support line to meet increased demand due to the pandemic. Many of our beneficiaries were confused and concerned by the changes to their treatment and also found it initially difficult to shield.

We assessed the needs of our beneficiaries and worked hard to adapt our services to ensure that there was support available online. In March 2020 we launched the Staying Connected service, a support service that provides a range of webinars and workshops to inform our members and maintain a feeling of community. The Staying Connected service has provided talks from leading clinicians and a range of expert speakers on topics such as lymphoedema, exercise following surgery, managing anxiety and too many more to mention. We remain incredibly grateful to those that have given their time to help support our beneficiaries. Staying Connected also provides community building activities such as an online choir, craft workshops, Q&A sessions and yoga, skin care, haircare and relaxation. These have been crucial in reducing the isolation felt by so many of our members during this difficult time. Between 25th March and 30th September we ran 115 sessions with 1,048 attendees. From May onwards we ran the Staying Connected programme in partnership with Ovarian Cancer Action, this ensured that we didn't duplicate services and to provide the very best support without delay to a great many more people. We are grateful to the OCA staff team for their goodwill and hard work.

- ❑ We continue to support via phone, instant messaging, Skype, text messaging and online, increasing our staff team and adding extra support capacity. We continued to see an increase over the year in support requests and have met 100% of those requests. In 2018-19, we gave support 1,258 times and in 2019-20 we saw this rise to 1,673; a 33% increase.
- ❑ The 24-hour 'My Ovacom' ovarian cancer online forum continues to grow in strength and went from 12,300 users to 13,709 users over the course of the year. Our team have reviewed our interaction with people on the forum and are continuing to engage more proactively and provide more information via the forum, as well as their role in moderating it to ensure it remains factually accurate and supportive.
- ❑ Reach Ova is a targeted project that focuses us on reaching those who are less well represented within our community and membership. As a result, we have been better able to build accessible and inclusive services for those from BIPOC and LGBT+ communities. Some of this work was made possible by the generosity of *Awards for All*.

Other groups reached through this project are;

- ☐ Those on a low income or living in poverty
- ☐ Those under the age of 45 at point of diagnosis
- ☐ Those over the age of 75
- ☐ Those who live in rurally isolated areas
- ☐ Those diagnosed with rarer forms of the disease
- ☐ Those who do not have English as a first language

We knew, from feedback from our community, that many people from these groups were disadvantaged disproportionately by the Covid 19 pandemic. As a result we have deliberately developed services to reach out to them. We have actively run campaigns targeted at these groups and worked with numerous partners to do so. We have also (among many other strategies):

- Provided transcripts of our online sessions in large print
- Set up 6 community language phone lines in: Polish; Urdu; Bengali; Arabic; Punjabi and Gujarati through which we provide interpreters
- Given members financial support to ensure they are able to access online or phone support
- Supported many local support groups financially, practically and technically to move their support online and expand
- Set up new support groups and focus groups to meet the needs of diverse people and written a support handbook for local groups
- Built mutually beneficial partnerships with over 90 community groups and local organisations

Information provision

During the financial year, we continued to diversify and grow our Medical Advisory Board and professional volunteers. Our Medical Advisory Board, made up of top clinicians in the field with a variety of specialities, continue to give the charity access to expert advice and influence. We remain particularly grateful to the professionals who have given their time voluntarily, particularly during the pandemic when they had huge demands placed on them and still made time to support Ovacom.

We have further expanded our information and fact sheet offer over the course of the year in order to continue to meet the requests of our members expressed through our consultation. We now offer 29 information resources in addition to the 'Living with ovarian cancer' series. Over the course of the year, 5,658 booklets were ordered through the website, a 78.5% increase from the previous financial year.

We have also produced a resource for anyone setting up an independent ovarian cancer support group and additionally we were able to very quickly produce a booklet to support our beneficiaries to access remote appointments.

The Survivors Teaching Students (STS) programme

This programme provides volunteers who themselves have experienced a diagnosis of ovarian cancer to speak to medical students and clinicians to raise awareness of the signs and symptoms of ovarian cancer. From October to the end of March (before national lockdowns began), we

delivered 11 STS sessions across the UK. We also delivered 3 Ovacome at Work sessions, raising awareness of ovarian cancer signs and symptoms in workplaces using volunteer presenters. The pandemic disrupted delivery of STS as we were unable to deliver face to face sessions as many of our volunteers have compromised immunity due to treatment and many universities cancelled lectures.

Research

We provide funding for the team at Birmingham University undertaking research into detection of tumour markers and chemotherapy resistance. The research is undertaken by clinicians who also work with patients. As a result of the Covid 19 pandemic the research was put on hold and our planned research days (where members are invited in to the laboratory) were postponed.

Fundraising

Initially from October to February our fundraising was going very well, hitting all targets, particularly a significant target of £30,000 from our 2nd Big Give Christmas Challenge. We had filled places on our different challenge events across the country with an increased engagement and commitment from our fundraising community and donors.

Our income was hit hard by the Covid-19 Pandemic from March onwards, particularly because our busiest fundraising months in the year are March (ovarian cancer awareness month) and April, sadly most of our fundraising events were cancelled. This was then compounded by cancellation of the London Marathon in April.

As a result of the pandemic we negotiated a number of partnerships with other organisations, including Ovarian Cancer Action (OCA) and Go Girls to ensure we could best meet the needs of our community without duplicating services. Our partnership with OCA supported both organisations to provide the Staying Connected online service to our members. The joint fundraising strategy was successful, enabling Ovacome to receive an income of £41,375 towards the Staying Connected online support channel. This was crucial funding and we are especially grateful to our partner organisations and the funders who enabled us to meet the rapidly changing and increasing needs of our community at such a difficult time.

A proportion of our fundraisers were personally impacted financially through the lockdown measures and found it very hard to fundraise through their networks. We chose not to launch an emergency campaign as we were aware of the difficulties our many supporters were facing. Instead the Trustees agreed that we would run at a deficit, if need be. Challenge and community events could not take place greatly restricting how our supporters could fundraise. We initially saw income stall. However, fairly quickly, we saw engagements with virtual challenges and events starting to take place as well as an increase in donations. More of our supporters took on our Ovacome Virtual Teal Walk challenge as they were able to participate despite lockdown restrictions.

As a result of the pandemic the Touch of Teal committee were unable to run the Annual Touch of Teal Tea in March 2020, this large fundraising event, planned for March was postponed. The committee made a decision to run a Virtual Gala in the following financial year. This event is organised and run by a dedicated team of fundraisers.

We are so grateful to our wonderful community of supporters who have been so generous with their donations and fundraising commitments to ensure we can continue to be there for anyone

affected by ovarian cancer.

We are especially grateful to Apricot, who through the sales of a designated dress and jewellery, with all profits going to our support work, donated £20,000. Despite the pandemic, Apricot have continued their support of Ovacome.

We were able to change strategic direction in our fundraising and significantly increase our trust and foundation grant funding. We secured a large grant of £86,495 from the Coronavirus Community Support Fund, distributed by The National Lottery Community Fund. In total we secured £211,592.00 from trusts and foundations. We are also grateful to all our funders who enabled us to repurpose their grants to better meet the changing needs of our community as a result of the pandemic.

FINANCIAL REVIEW

The year ending 30 September 2020 was the fifth full financial year for the incorporated charity. Prior to this the charity was registered as such but in 2014 Ovacome was converted to a CIO. Gross income and expenditure figures for the year ended 30th September 2020 were income of £494,428 (2019 - £673,516) and expenditure of £610,521 (2019 - £589,484), giving an overall deficit of £116,093 (2019 Surplus £84,032). Income in 2018-2019 included one significant legacy of £175,000. Restricted Funds of £223,348 were received during the year, of which £ 218,799 were expended, leaving £58,892 to carry forward, into 2020-21.

As regards Designated Funds, the remaining Designated Funds relate to the Research Fund at the University of Birmingham. The closing balance of £36,765 was carried forward at the end of the year and is expected to be utilised over the coming year.

Reserve policy

It is the Trustees' aim to hold free reserves equating to a period of unrestricted and undesignated expenditure of six months. It is to ensure continued financial security and to provide for contingencies. In addition, Ovacome holds additional funds in designated and restricted funds for designated projects. Ovacome maintains relationships with beneficiaries, in some cases, for many years. To this end it is important that Ovacome maintains a healthy balance of reserves.

At 30 September 2020 the balance of Unrestricted Funds (total funds less Restricted and Designated funds) stood at £ 654,600. Expenditure from Unrestricted and Undesignated Funds in 2019-20 amounted to £ 391,646, so the balance at the year end meets the six month reserves policy

Risk management

The Trustees actively review the major risks which the charity faces on a regular basis by maintaining an up to date risk register report. The risk register is regularly presented to the Trustees and they input within their areas of specialism. The trustees believe that maintaining reserves at adequate levels, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks faced by the charity and believe that the systems in place to mitigate significant risks offer the Trust adequate protection.

Going concern

The trustees believe that by maintaining reserves at the levels required by the reserves policy and by regularly reviewing the charity's key financial systems, they can ensure that sufficient resources are in place to mitigate significant risks. In the light of Covid-19, the Trustees have examined the operational and business risks faced by the charity and believe that the systems and reserves in place offer the charity adequate protection and ensure its continuance as a going concern.

Public benefit

Ovacome has referred to the Charity Commission's general guidance on public benefit, including the guidance 'public benefit: running a charity (PB2),' when reviewing its aims and objectives and in planning future activities. In particular, the Trustees consider how all activities contribute to its aims and objectives and believe that a clear benefit to the public is demonstrated. This is described in more detail throughout the Review of the Period.

PLANS FOR THE FUTURE

As shown above in "Review of the Year ended 30th September 2020", the Trustees continue to be committed to developing and expanding the charity to meet the requirements of those in need.

STATEMENT OF EXECUTIVE COMMITTEE'S RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales 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 charity and of its income and expenditure for that period. In preparing these Financial Statements, the Trustees are required to:

- ☐ select suitable accounting policies and then apply them consistently
- ☐ observe the methods and principles of the Charities SORP 2019 (FRS 102)
- ☐ make judgements and estimates that are reasonable and prudent
- ☐ state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements
- ☐ prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the Financial Statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Executive Committee and authorised for issue on 29 April 2021 and signed on its behalf by:



Cathryn Hughes

Trustee and Chair

Independent Examiner's Report to the Trustees of Ovacome

I report to the trustees on my examination of the accounts of Ovacome for the year ended 30th September 2020.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of independent examination

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Stephen Jones FCA
Myrus Smith
Chartered Accountants
8 Burnell Rd
Sutton
Surrey SM1 4BW

Date: 29 April 2021

OVACOME

Statement of Financial Activities For the year ended 30 September 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
INCOME					
Donations and legacies	4	161,978	209,217	371,195	480,559
Charitable activities - Fundraising	5	105,023	14,131	119,154	187,260
Investment income		4,079	0	4,079	5,697
Total Income		271,080	223,348	494,428	673,516
EXPENDITURE					
Fundraising expenditure		11,398	0	11,398	18,501
Charitable activities	6	380,324	218,799	599,123	570,983
Total Expenditure		391,722	218,799	610,521	589,484
Net income/(expenditure) for the year before gains/(losses)		(120,642)	4,549	(116,093)	84,032
Transfer between funds	11	(1,842)	1,842	0	0
Net Movement in Funds		(122,484)	6,391	(116,093)	84,032
Reconciliation of funds:					
Funds brought forward		813,849	52,501	866,350	782,318
Funds carried forward		691,365	58,892	750,257	866,350

OVACOME

Statement of Financial Activities For the year ended 30 September 2020

Analysis of prior year total fund;

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £	Total Funds 2018 £
INCOME and ENDOWMENT					
Donations and legacies	4	378,234	102,325	480,559	691,210
Charitable activities - Fundraising	5	187,260	0	187,260	129,594
Investment income		5,697	0	5,697	366
Total Income		571,191	102,325	673,516	821,170
EXPENDITURE					
Fundraising expenditure		18,501	0	18,501	27,322
Charitable activities	6	515,904	55,079	570,983	355,008
Total Expenditure		534,405	55,079	589,484	382,330
Net income/(expenditure) for the year before gains/(losses)		36,786	47,246	84,032	438,840
Transfer between funds		(161)	161	0	0
Net Movement in Funds		36,625	47,407	84,032	438,840
Reconciliation of funds:					
Funds brought forward		777,224	5,094	782,318	343,478
Funds carried forward		813,849	52,501	866,350	782,318

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Balance Sheet

As at 30 September 2020

	Notes	£	2020 £	£	2019 £
FIXED ASSETS					
Tangible fixed assets	8		<u>3,317</u>		<u>4,677</u>
			3,317		4,677
CURRENT ASSETS					
Stock		9,450		8,600	
Debtors	9	5,100		25,439	
Cash at bank and in hand:		<u>785,469</u>		<u>896,472</u>	
		800,019		930,511	
CREDITORS: amounts falling due in one year	10	<u>(53,079)</u>		<u>(68,838)</u>	
NET CURRENT ASSETS			<u>746,940</u>		<u>861,673</u>
NET ASSETS TOTALS			<u>750,257</u>		<u>866,350</u>
THE FUNDS OF THE CHARITY					
INCOME FUNDS					
	11				
Restricted funds			58,892		52,501
Unrestricted funds:					
General fund		654,600		778,183	
Designated funds		<u>36,765</u>		<u>35,666</u>	
			691,365		813,849
			<u>750,257</u>		<u>866,350</u>

Approved by the Executive Committee and authorised for issue on 29 April 2021 and signed on its behalf by:



John Paul McKew (Treasurer and Trustee)

The notes on page 17 to 25 form part of these account

OVACOME

Statement of Cash Flows

	Notes	2020 £	2019 £
Cash flow from operating activities			
Net cash provided by operating activities	A	(114,608)	63,872
Cash flow from investing activities			
Investment income		4,079	5,697
Purchase of fixed assets		(474)	(3,800)
Net cash provided by investing activities		3,605	1,897
Change in cash and cash equivalents in the year		(111,003)	65,769
Cash and cash equivalents at 1 Oct 2019		<u>896,472</u>	<u>830,703</u>
Cash and cash equivalents at 30th Sep 2020	B	<u>785,469</u>	<u>896,472</u>
Notes to the cash flow statement			
A – reconciliation of net movement in funds to net cash flow from operating activities		2020 £	2019 £
Net income/(expenditure) for the year (before investment gains & losses)		(116,093)	84,032
Depreciation charge		1,834	1,703
Investment Income		(4,079)	(5,697)
Decrease/(increase) in stock		(850)	(1,764)
Decrease/(increase) in debtors		20,339	(6,501)
(Decrease)/increase in creditors		(15,759)	(7,901)
Net cash provided by operating activities		<u>(114,608)</u>	<u>63,872</u>
B – Analysis of cash and cash equivalents			
Cash at bank and in hand			
- Closing balance of Cash in hand and Bank		785,469	896,472
Total cash and cash equivalents		<u>785,469</u>	<u>896,472</u>

OVACOME

Notes to the Financial Statements For the year ended 30th September 2020

1 Accounting Policies

Basis of preparation

The financial statements have been prepared on a going concern basis under the historical cost convention.

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The Charity is a public benefit entity for the purposes of FRS 102 and therefore the Charity also prepares its financial statements in accordance with the 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 (The FRS 102 Charities SORP) issued in October 2019 and the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

Going concern

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the charity's forecasts and projections and have taken account of pressures on donation and event income. After making enquiries the trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

Income Recognition

All income is recognised when there is entitlement to the funds, the receipt is probable and the amount can be measured reliably. Income is recognised in the year to which it relates and on an accruals basis. Legacies are included when the legacy is received or when the charity is notified of an impending distribution which can be quantified and receipt is probable, whichever is the earlier. Recoverable taxation is accounted for on an accruals basis.

Expenditure

Expenditure is accounted for on an accruals basis allocated directly to the expenditure headings as far as practically possible to reflect the activities of the charity. Charitable activities comprise direct expenditure including direct staff costs attributable to the activity.

Employee benefits

i. Short term benefits

Short term benefits, including holiday pay and other similar non-monetary benefits, are recognised as an expense in the period in which the service is received.

ii. Pensions

Ovacome operates a defined contribution plan for its employees. These contributions are

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Notes to the Financial Statements For the year ended 30th September 2020

recognised as an expense when they are due. Amounts not paid are shown in accruals in the balance sheet.

Fund Accounting

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or are raised by the charity for specific restricted purposes.

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the general objects of the charity.

Designated funds are funds which are available for use at the discretion of the trustees but have been earmarked by them for a specific purpose.

Fixed Assets and Depreciation

All assets costing more than £1,000 are capitalised.

Depreciation on fixed assets is provided at rates estimated to write off the cost, less estimated residual value, of each asset over its expected useful economic life as follows:

Computer Equipment 3 years (straight line basis)

Stock

Stocks of Ovacome fundraising merchandise are stated at the lower of cost and net realisable value.

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.

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with bank and other short-term liquid investments with original maturities of three months or less.

Critical accounting estimates and areas of judgement

In the view of the trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year.

Leases

Operating lease rentals are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

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Notes to the Financial Statements For the year ended 30th September 2020

4 Donation and Legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Donations	141,421	209,217	350,638	252,559
Legacies	20,557	0	20,557	228,000
	161,978	209,217	371,195	480,559

5 Income from Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Charitable activities - Fundraising	105,023	14,131	119,154	187,260
	105,023	14,131	119,154	187,260

6 Total Charitable Expenditure

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Direct Charitable Expenses	78,829	36,774	115,603	170,648
Direct staff Cost (note 7.1)	225,669	157,156	382,825	278,535
Support Costs (note 7.2)	75,826	24,869	100,695	121,800
Total expenditure	380,324	218,799	599,123	570,983

OVACOME

Notes to the Financial Statements For the year ended 30th September 2020

7.1 Staff Costs	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Wages & Salaries	188,622	156,593	345,215	251,353
Social Security Costs	29,970	489	30,459	21,945
Pension Cost	7,077	74	7,151	5,237
	225,669	157,156	382,825	278,535

	2020	2019
Staff Numbers (average number of staff)	10	7

No trustee (2019: one trustee) received reimbursed expenses in the year (2019: £140).
No employee received a salary in excess of £60,000, in the current year (2019: none).

Trustees were not paid remuneration in either period.

Key management personnel include the Trustees and the Chief Executive. The total employee benefits (including gross pay and employer national insurance contributions) of the charity's key management personnel were £66,149 (2019: £64,043). Pension contributions paid by the company to key management personnel totalled £1,317 (2019: £1,254). Excluding the trustees there was one key management personnel (2019: two) that received remuneration during the year.

7.2 Support Costs	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Rent	18,595	5,048	23,643	19,267
Printing and Stationary	752	1,924	2,676	13,297
Office Cost	7,288	4,559	11,847	23,326
Professional fee	25,499	0	25,499	23,020
IT and computer Cost	14,130	2,496	16,626	14,099
Insurance	1,807	0	1,807	1,438
Depreciation	1,834	0	1,834	1,703
Other Cost	2,321	10,842	13,163	23,250
Independent Examination - Governance costs	3,600	0	3,600	2,400
	75,826	24,869	100,695	121,800

OVACOME

Notes to the Financial Statements For the year ended 30th September 2020

8 TANGIBLE FIXED ASSETS

	Computer Equipment £	Total 2020 £
Cost		
At 1st Oct 2019	9,474	9,474
Additions	474	474
At 30 Sep 2020	9,948	9,948
Depreciation		
At 1st Oct 2019	4,797	4,797
Provided during year	1,834	1,834
At 30 Sep 2020	6,631	6,631
Net book value		
At 30 Sep 2020	3,317	3,317
At 1st Oct 2019	4,677	4,677

9 DEBTORS

	2020 £	2019 £
Prepayments and accrued income	5,100	19,595
Other debtors	0	5,844
	5,100	25,439

10 CREDITORS: amounts falling due within one year

	2020 £	2019 £
Trade creditors	18,459	26,347
Grant payable	28,262	28,262
Accruals	5,154	5,762
Other Creditors	1,204	8,467
	53,079	68,838

OVACOME

Notes to the Financial Statements For the year ended 30th September 2020

11 ANALYSIS OF FUNDS 2020

	Balance 30 Sep 2019	Income	Expenditure	Funds transfer	Balance 30 Sep 2020
	£	£	£	£	£
Restricted Funds					
Reach OVA	4,868	92,615	(50,772)	0	46,711
STS	0	16,163	(16,163)	0	0
Choir	2,072	8,000	(10,393)	321	0
West Midland Support HUB	42,455	28,334	(70,789)	0	0
Information resources	1,664	2,059	(5,244)	1,521	0
OVA to You	1,442	28,352	(21,113)	0	8,681
Staying connected	0	44,875	(41,375)	0	3,500
Support services	0	2,950	(2,950)	0	0
Sub-total Restricted funds	52,501	223,348	(218,799)	1,842	58,892
Unrestricted Funds					
General Fund	778,183	269,905	(391,646)	(1,842)	654,600
Designated Funds -					
- Research Fund	35,666	1,175	(76)	0	36,765
Sub-total Designated funds	35,666	1,175	(76)	0	36,765
Total funds	866,350	494,428	(610,521)	0	750,257

a) **Reach ova:** This work project provides support and information to those who are less well represented within our membership and to those who experience additional health inequalities. These include but are not limited to:

- ☐ Those who are LGBT and BAMER
- ☐ BIPOC individuals and BIPOC led community groups.
- ☐ Those over the age of 75 or under 45 at point of diagnosis.
- ☐ Those who are experiencing financial hardship or who have a low income.
- ☐ Those who are rurally isolated.

This funding has been used as per the restrictions to provide specialist resources and targeted groups and campaigns. These funds were secured from the following funders:

- ☐ Awards for All England
- ☐ Coronavirus Community Support Fund, distributed by The National Lottery

OVACOME

Notes to the Financial Statements

For the year ended 30th September 2020

Community Fund.

- ☐ Awards for All Scotland
- ☐ Zurich Community Trust

- b) **The STS project:** engages women who have been diagnosed with ovarian cancer to train medical students and clinicians in recognising the symptoms of ovarian cancer. Restricted funding was provided by some trusts and an individual. The funds were expended on wages for the staff member who runs the project and also on reimbursing travel costs to the STS volunteer speakers. These restricted funds were fully expended in the financial year and a transfer made from unrestricted funds to meet the deficit
- c) **Choir:** The funds were provided by The D'Oyly Carte Charitable Trust and the Ashley Family Foundation to enable Ovacome to continue and grow the Ovacome choir. The Ashley Family Foundation enabled us to repurpose the grant of £5,000 from face to face work into an online Choir, enabling it to continue and grow through the pandemic.
- d) **West Midlands Support Hub.** This funding was provided by The People's Project (National Lottery) and was specifically for the purposes of establishing a support hub for the West Midlands. The People's Project funding was fully expended during the financial year and we received a further £27,967.84 from The Big Give match funding programme to enable us to continue this work. The latter was also fully expended for the agreed purposes.
- e) **Information resources:** This fund relates to provision of resources and information for those affected by ovarian cancer. We are grateful to The Albert Hunt Trust for their support
- f) **Ova to You:** These funds were secured to enable Ovacome to run monthly support events across the UK. We received funding to cover:
- a) Ova to You Scotland from The Stafford Trust
 - b) Ova to You Glasgow from James T Howat Charitable Trust
 - c) Ova to You Newcastle from The Shears Foundation
 - d) Ova to You Birmingham from the Birmingham District Nursing Charitable Trust
- g) **Staying connected:** These include online supporting to stay connected among the service users.
- h) **Support services:** These funds were used for producing newsletters.

OVACOME

Notes to the Financial Statements

For the year ended 30th September 2020

ANALYSIS OF PRIOR YEAR FUNDS 2019

	Balance 30 Sep 2018	Income	Expenditure	Funds transfer	Balance 30 Sep 2019
	£	£	£		£
Restricted Funds					
Reach OVA	2,126	9,483	(6,741)	0	4,868
STS	0	11,542	(11,703)	161	0
Choir	2,968	3,000	(3,896)	0	2,072
West Midland Support HUB	0	54,420	(11,965)	0	42,455
Information resources	0	6,444	(4,780)	0	1,664
OVA to You	0	17,436	(15,994)	0	1,442
Sub-total Restricted funds	5,094	102,325	(55,079)	161	52,501
Unrestricted Funds					
General Fund	590,765	565,191	(377,612)	(161)	778,183
Designated Funds -					
- Research Fund	146,307	2,000	(112,641)	0	35,666
- Support Fund	40,152	4,000	(44,152)	0	0
Sub-total Designated funds	186,459	6,000	(156,793)	0	35,666
Total funds	782,318	673,516	(589,484)	0	866,350

OVACOME

Notes to the Financial Statements For the year ended 30th September 2020

12 ANALYSIS OF NET ASSETS BY FUNDS

	Unrestricted Fund £	Restricted Fund £	Total Fund 2020 £
Fixed assets	3,317	0	3,317
Current assets	741,127	58,892	800,019
Current liabilities	(53,079)	0	(53,079)
Net assets 2020	<u>691,365</u>	<u>58,892</u>	<u>750,257</u>

	Unrestricted Fund £	Restricted Fund £	Total Fund 2019 £
Fixed assets	4,677	0	4,677
Current assets	878,010	52,501	930,511
Current liabilities	(68,838)	0	(68,838)
Net assets 2019	<u>813,849</u>	<u>52,501</u>	<u>866,350</u>

13 OPERATING LEASE COMMITMENTS

At 30 September 2020 the charity had future minimum commitments in respect of non-cancellable operating leases as follows

	2020 £	2019 £
Rental expenses		
Not later than 1 year	11,119	11,119
Between 1 and 5 years	2,000	2,000
Total	<u>13,119</u>	<u>13,119</u>

14 Related Party Transactions:

There have been no related party transactions in the period (nor the comparative period).