

**Charity Registration No. 1182637 (England and Wales)**

**Charity Registration No. SC049948 (Scotland)**

**Company Registration No. CE016951 (England and Wales)**

**THE CHILDREN'S CANCER AND LEUKAEMIA GROUP**

**TRUSTEES' REPORT AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31 DECEMBER 2020**

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	David Oxnam (Chair of Board of Trustees) Dr Daniel Saunders (Treasurer) Gayle Routledge Rachel Wilcox David Hobin Sarah Curtis	(Appointed 14 April 2021) (Appointed 14 April 2021)
<b>Chief Executive</b>	Ashley Gamble	
<b>Charity number</b>	1182637 (England and Wales) SC049948 (Scotland)	
<b>Company number</b>	CE016951	
<b>Operating name</b>	CCLG	
<b>Principal address</b>	Century House 24 De Montfort Street Leicester LE1 7GB	
<b>Auditor</b>	Newby Castleman LLP West Walk Building 110 Regent Road Leicester LE1 7LT	
<b>Bankers</b>	HSBC Bank Plc 2-6 Gallowtree Gate Leicester LE1 1DA  National Westminster Bank Plc 1 Granby Street Leicester LE1 6EJ  Scottish Widows Bank Plc PO Box 12757 67 Morrison Street Edinburgh EH3 8YJ  CAF Bank Ltd 25 Kings Avenue Kings Hill Kent ME19 4JQ	

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# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2020

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The trustees of The Children's Cancer and Leukaemia Group are pleased to present their annual report and financial statements for the year ended 31 December 2020.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102"), Accounting and Reporting by Charities: the Statement of Recommended Practice for charities applying FRS 102 (2019), the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005, and UK Generally Accepted Accounting Practice.

#### **OBJECTIVES AND ACTIVITIES**

The objectives of The Children's Cancer and Leukaemia Group (CCLG) as defined in the constitution are:

For the public benefit, the relief of sickness and suffering of children, teenagers and young adults with cancer and advancement of education in the field of children, teenagers and young adults with cancer, in particular but not exclusively by:

1. The relief of sickness and promotion and protection of good health by supporting research into the nature, causes, diagnosis, treatment and social consequences of cancer in children, teenagers and young adults, and to publish the useful results of such research.
2. The relief of suffering of children, teenagers and young adults with cancer and their families and carers, through the provision of information and support services to them.
3. The advancement of the education of the public in all areas relating to cancer in children, teenagers and young adults.
4. The advancement of education and clinical practice by the dissemination of knowledge of the latest research and best practice amongst professionals and practitioners engaged in the treatment, care and support of children, teenagers and young adults with cancer.

The main beneficiaries of the work carried out by the charity are children, teenagers and young adults with cancer and their families in the United Kingdom and elsewhere in the world.

CCLG is the UK and Ireland's professional association for all those involved in the treatment and care of children with cancer (including leukaemia). Our multidisciplinary and multi-professional membership continues to grow. At the end of 2020, there were in excess of 1000 members. In addition, we host Teenagers and Young Adults with Cancer (TYAC), a multidisciplinary and multi-professional membership association for those involved in the treatment and care of teenagers and young adults with cancer. At the end of 2020, there were more than 400 TYAC members.

Through our membership activities, we provide an active forum for professionals to work together to share best practice and advance education and professional development. Members are able to network with both national and international colleagues for advice and support and receive information and vital updates on specific diseases and treatments. This ensures every child with cancer receives the best possible treatment and care available wherever they live.

The activities of our professional association and membership body include:

- Specialist networks groups: These are a core part of our professional activities enabling professionals to work with others who share the same clinical interests.
- Key conferences and events: We organise a range of meetings each year to ensure members are kept up to date with the latest developments in cancer research, care, and treatment. Our annual meeting in January offers an opportunity for all of our members to network with colleagues from across Britain and Ireland.
- Professional voice for children, teenagers and young adults: We advise governments and other bodies and ensure that we are represented on important groups or in consultations, for example in the area of NHS commissioning of children's cancer services or the development of NICE quality standards and guidance.
- Online members' area: A vital hub for professionals involved in the care of children and young people with cancer, providing a wealth of resources and educational opportunities for our membership.

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

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Our members are dedicated to ensuring that children and young people have a greater chance of survival and a better life after treatment.

We support children and young people with cancer and their families in a variety of different ways:

- Written by experts, our comprehensive quality-assured range of information booklets and leaflets helps patients and their families understand their diagnosis, treatment and what to expect now and in the future. Our publications are available free of charge to those who need them.
- Our free quarterly magazine, Contact, offers help, support and information for families of children, teenagers and young adults with cancer.
- We also organise informative events for parents and families each year. Since 2014, we have organised the UK Childhood Cancer Conference. This hugely successful event brings together parents, researchers, healthcare professionals and charities to discuss the latest research into childhood cancer and talk about the issues which affect parents.
- Our website is a comprehensive resource of childhood cancer information. Our online 'Childhood Cancer Information Hub', brings together information resources (booklets and leaflets, web pages, film and video content and more) into a single 'one-stop-shop', which is easily searchable and can be filtered by cancer type, audience, etc.

The outstanding progress made in cancer treatment is the result of extensive research studies and clinical trials over the last 40 years which now underpin today's standard treatments. During this time, CCLG has played a key role in the success seen in the world of children's cancer so that now over 80% of children are cured.

But there are still some childhood cancers with a poor outlook, and some treatments can have long-lasting and devastating side effects. Further research is vital to improve survival rates and to find kinder treatments.

We fund and support a variety of research into childhood cancers including:

- The CCLG Tissue Bank is the UK's largest collection of tumour, DNA and other tissue samples from childhood cancer patients. Samples enable scientists and researchers to get as close to the disease as possible so they can find new ways of diagnosing children, new treatments and cures for patients.
- We offer funds and grants to launch new research projects and develop new clinical trials.
- We work in partnership with other charities and organisations to support research. We use our research-funding infrastructure, as well as the scientific and medical expertise of our membership, to support smaller charities to meet their research aims. For example, by managing a research funding programme or helping them to identify research to support.
- We can 'ringfence' funds so that our supporters can raise funds towards a cancer-specific research project.
- Our Special Interest Groups provide a forum for discussion and planning of research and bring together potential collaborators. We organise and support scientific meetings where research findings are shared and discussed, and we support our membership to be involved in planning research and attending important meetings through bursaries and sponsorship.
- We support the next generation of childhood cancer researchers through our trainee scheme in partnership with the National Cancer Research Institute. This allows trainee paediatric oncologists to be involved in the development and management of clinical trials, by attending meetings, being mentored by experienced researchers, and gaining insight into research activity.
- In 2017, CCLG was accepted into membership of the Association of Medical Research Charities, demonstrating our commitment to funding high-quality, world class research and confirming the high standard of the processes we use to select and fund research.

We measure our success in achieving our objectives in a number of ways:

- The number of patient information products distributed, and the number of visits to the 'about childhood cancer' section of our website, are some measures used to ascertain our success in supporting patients and their families. We also gather feedback on our information products.
- The number of publications in journals, the number of studies accessing the CCLG Tissue Bank, and the amount of tissue samples banked, are some measures used to ascertain the success of our research programme including the CCLG Tissue Bank.
- The number of members and retention of members are some basic measures used to ascertain how we are supporting the community of professionals we serve through our professional association activities.

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

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- The number of research projects funded and their value, and the outcome of research projects including peer-reviewed papers in scientific journals.

#### **ACHIEVEMENTS AND PERFORMANCE**

2020 was our first full year as a charitable incorporated organisation (CIO) following conversion in 2019 after the previous unincorporated charity ended its longstanding hosting agreement with the University of Leicester. Following the transfer, the CIO continues the same activities the unincorporated charity undertook.

Like many charities, the global COVID-19 pandemic had a huge impact on our work during 2020. Some of our usual activities were unable to continue, such as professional education meetings and events. The need to minimise the impact on our finances resulted in using the Government's Coronavirus Job Retention Scheme to flexibly furlough a number of staff, resulting in a reduced ability to carry out other activities. The impact of restrictions to control the virus had a huge impact on our ability to raise funds, with in-person community events being unable to be held for most of the year and the cancellation of major mass participation events such as the London Marathon.

Despite the challenges of 2020, CCLG continues to go from strength to strength. We continued to work towards the four main goals set out in our strategic plan launched in January 2018, and the goals of the TYAC strategic plan launched in 2019.

#### **Providing leadership and expertise for the treatment and care of children and young people with cancer**

As the UK and Ireland's professional association for those working in the field of paediatric oncology and haematology, CCLG is a leading voice for children's cancer, liaising with community groups, the government and the NHS to influence policies. We use our expertise to improve treatment and care and meet the needs of patients and families. In 2020:

- Our key event, the annual CCLG Winter Meeting, was the largest to date, bringing together more than 300 professionals (prior to Covid-19 restrictions) to share the most up-to-date news, research and information in all areas of treatment and care. For the first time, the meeting was extended to three days, and included a joint session with the National Cancer Research Institute (NCRI) Children's Group, providing updates and guest lectures on clinical research activity.
- Usually, we would have a further programme of meetings and educational events throughout the year. Unfortunately, the COVID pandemic meant the majority of these were unable to go ahead. When it became clear that no events of this nature were likely to be able to go ahead for the remainder of 2020, we began to hold a number of online meetings and educational events for our specialist working groups, which had the benefit of allowing greater and more diverse attendance than a traditional meeting would have done. A challenge going forward will be how we bring together the positive aspects of both in-person and virtual events to best meet the needs of our membership.
- We produced and updated a number of clinical treatment guidelines, ensuring standardised, high quality and evidence-based treatment for all children, particularly in diseases where there is currently no open clinical trial.
- Following the commissioning of a significant piece of research into the experience and needs of our membership, we developed a strategy for ensuring that our members get the most from their membership, and that we support them in their roles. The strategy includes exciting plans for enhanced member engagement and more opportunities for our members, and while the pandemic meant we were unable to deliver this in 2020, many of the plans will begin in 2021.

#### **Improving diagnosis times by increasing awareness**

The significance of a delayed diagnosis presents a challenge for primary health care professionals, who are required to triage symptoms that may point to a cancer diagnosis from those which are not and make appropriate onward referrals. Many symptoms associated with cancer are non-specific and are seen every day in general practice, whilst a cancer diagnosis is seen infrequently. Delays in the diagnostic pathway may well lead to more advanced disease at presentation, with subsequent greater risk of death, greater morbidity, and inevitably, distrust of the medical system. There is evidence that tumours presenting in childhood in the

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## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

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UK are larger, at a more advanced stage and require more therapy than those presenting in other parts of Europe. We work to improve diagnosis times for children and young people with cancer. In 2020:

- We continued working on our Child Cancer Smart project, which will result in a number of clinical referral guidelines, and public and professional awareness tools, on the signs and symptoms of childhood cancer. Some of this activity, which relies on the input and support of a range of health professionals, was delayed due to the pressures on the NHS during the COVID-19 pandemic. We hope to catch up on much of this work during 2021.
- The Child Cancer Diagnosis Study, a research project funded by the National Institute for Health Research (NIHR) and CCLG, and jointly run by CCLG and The University of Nottingham, opened in the majority of Principal Treatment Centres in the UK. This innovative, nationwide research will give us, for the first time, an accurate picture of the routes to diagnosis and where we can develop interventions to drive improvements.
- We continued to work on a referral guide for suspected cancer in children and young people to support general practitioners and other professionals involved in the diagnosis of cancer in this age group. This work will be published in early 2021.

#### Strengthening our expert information portfolio to support more families of a child with cancer

Looking after a child with cancer can be a scary and lonely experience for families. Our goal is to deliver the right information at the right time and make a positive difference to their daily lives.

We continue to be the leading provider of expert-written, award-winning and quality-assured information about all aspects of childhood cancer, from diagnosis to life when treatment has finished. In 2020:

- We sent more than 20,000 free information booklets and leaflets to hospitals and directly to families during the year. A number of new publications were produced, and further existing publications were reviewed and revised.
- We produced four issues of Contact magazine, a source of information and support for families, with each issue having a circulation in excess of 6,000 copies.
- We continued to add to and improve the health information content of our website, which received over half a million 'hits' during the year.
- Our annual Childhood Cancer Conference, a unique event bringing together parents, professionals and researchers, was unable to take place in 2020. We are currently looking at ways we can deliver this event virtually in 2021.
- Our closed Facebook group for parents and carers of children with cancer, which allows members to seek advice and support from those with similar experiences, and, uniquely, 'ask the experts' through posting questions answered by our clinical membership community, continued to grow, reaching over 1000 members. Much of the activity in the group during the year was driven by the COVID-19 pandemic.
- We achieved the Patient Information Forum (PIF) PIFTick accreditation for our health information. This new quality standard, replacing the former Information Standard which was discontinued, is awarded following rigorous assessment of our information production processes, and demonstrates our commitment to reliable, expert, high-quality health information.

#### Supporting and funding world-class research

Our aim is to both support and fund world-class research, deepen understanding and foster collaborations across the childhood cancer community. One of our most important areas of work is to offer opportunities for our members to develop scientific networks and belong to a wider research community dedicated to childhood cancer. Our Research Strategy outlines our exciting plans to fund and support innovative world-class research into childhood cancer and recognises the importance of collaboration, both nationally and internationally, to achieve improvements.

- We fund research directly, and work with partner charities to support them to fund the best possible research, using our well-established research funding expertise, experience and infrastructure. In total, between our own research funding and that of the partners we work with, 24 new research projects totalling over £2.9 million were funded in 2020.
- We continued to work in partnership with The Little Princess Trust to support them to fund the best quality research with a focus on finding better, kinder treatments. During the year, the Trust awarded 14 projects just over £2.2 million (included within the £2.9 million above).

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## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

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- For the first time, we funded a number of small pilot grants to research projects focusing on the late effects of childhood cancer. We received a large number of high-quality applications, highlighting the paucity of available research funding for this important area, and hope to grow our funding in this area in future years.
- We also worked in partnership to award a research grant on behalf of The Harley Staples Childhood Cancer Trust.
- Work continued on a Priority Setting Partnership for children's cancer during the year, initiated by CCLG and co-funded with the Little Princess Trust, and under the auspices of the James Lind Alliance (JLA). The JLA is a non-profit making initiative established in 2004. It brings patients, carers and clinicians together in Priority Setting Partnerships (PSPs) to identify and prioritise the top 10 unanswered questions or evidence uncertainties that they agree are the most important. The aim of this is to make sure that health research funders are aware of the issues that matter most to the people who need to use the research in their everyday lives. Through virtual meetings, we were able to continue with this work, and the children's cancer PSP will complete its work programme over the next years to define the top 10 research priorities in childhood cancer, which will feed into CCLG's future research strategy.
- COVID-19 also impacted on our research funding programme. With many charities halting or reducing their research funding due to the impact of the pandemic on their income, as one of only a few charities providing funding during the year we received a much larger number of applications to our grant rounds than we would usually expect. Along with reduced availability of expert peer reviewers due to the impact of the pandemic on both healthcare institutions and universities around the world, this meant our research activity during the year, the time taken to make decisions and award grants was extended.

#### Teenagers and Young Adults with Cancer (TYAC)

Teenagers and Young Adults with Cancer (TYAC) is the professional association for those working in teenage and young adult (TYA) oncology. TYAC merged with CCLG in 2018, and in 2019 we launched a new strategy for the work of TYAC, setting out how we would continue to drive improvements in TYA cancer care, and support the development of professionals working in the field. During the year, the COVID-19 pandemic disrupted the activities of TYAC more than the rest of CCLG's work, primarily due to the disruption to TYA services in the NHS and the impact of this on our members. In 2020, we commissioned a new TYAC website to better support our ambitions to support both the professional members, and TYA with cancer, as well as raising funds under the TYAC brand. We developed a research strategy for TYAC, which will begin to fund and support research into TYA cancer, supported by increased fundraising under the TYAC brand, in 2021.

#### Fundraising

All of our work is dependent on the generosity of our supporters. A programme of fundraising underpins our ability to fund research, support patients and families, and improve treatment and care for children and young people with cancer. In 2020:

- Our Special Named Fund programme continued to grow. After their cancer experiences, families sometimes consider setting up their own charity. For many, our Special Named Funds may be a great alternative. We support families to achieve their fundraising objectives, while taking away the administrative burden of setting up and running a charity. At the end of the year, there were approximately 60 Special Named Funds at CCLG (2019: 40), each raising funds to support research into a specific type of childhood cancer.
- We began to implement our new fundraising strategy, bringing forward planned activity that could still run during COVID-19 restrictions, such as 'virtual events', as well as laying the foundations for future campaigns around regular giving and legacy giving.
- We invested in new IT solutions to support our fundraising activity, maximise relationships with supporters and prepare for future activity, including implementing a new fundraising CRM database across the organisation, and launching new online platforms for both our Special Named Funds and virtual events programmes.

#### COVID-19

In response to the COVID-19 pandemic, we undertook a number of activities during the year to support the families of children and young people with cancer during the unprecedented circumstances:



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## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

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- We produced ongoing guidance, interpreting the national generic guidance, for families of a child with cancer during the pandemic, which was revised multiple times during the year by a core working group of CCLG experts. The guidance covered: whether children with specific diseases or at specific times during their treatment were clinically extremely vulnerable or clinically vulnerable to severe COVID-19 disease, and what this meant in terms of restrictions including shielding and school attendance; responses to various questions and issues as they arose including increased susceptibility for BAME communities, emerging complications of the disease, changes to hospital procedures etc; various research projects and their results; responding to news and media stories; and vaccination questions once vaccines were approved. The guidance received almost 80,000 website views during the year.
- Alongside the University of Birmingham, we launched the UK Paediatric Oncology Coronavirus Monitoring Project, registering all cases of COVID-19 in children with cancer and recording their outcomes. We published the data from this study in a format accessible to parents, and were able to conclude from this study that, in most cases, the risk of severe COVID-19 disease for children with cancer was lower than first thought – and comparable to 'well' children – and were able to update our advice on shielding, enabling many families to release themselves from isolation and improve their mental health and wellbeing.
- Alongside colleagues from the Universities of Southampton and York, and with funding from CCLG, we initiated the SHARE Study, which researched families' experiences of lockdown, their worries and concerns, at various timepoints during the pandemic. The results supported us to tailor the advice we gave, as well as inform other charities about the need for support services and the specific needs our families of children with cancer. The success of the study saw it replicated for families of children with other diseases, supported by other relevant charities.
- We funded an online programme (iHope programme) for families to learn to better cope with the stresses of the pandemic, including coping with isolation. Alongside running the programme, we evaluated how well it worked and fed back recommendations for future development to the organisers.
- Our Facebook Group for parents and carers of children with cancer grew in membership to over 1000 members during the year. We offered the opportunity for parents and carers to 'ask the expert' their questions around childhood cancer and especially questions relating to COVID-19, as well as share experiences with others in the group and to ask them for advice. During the year we answered a large number of questions and feedback indicates this was a hugely valued opportunity, particularly as the government general advice around COVID was not tailored enough for children with illnesses.

#### Fundraising policy

We are reliant on donations to fund our vital work. Without the generosity of the public, we would not be able to continue providing support to children and young people diagnosed with cancer, and their families, nor fund research into childhood cancer.

We believe that it is essential that we are clear and open about how we raise our funds and about the range of ways people can get involved and support our work.

People raise money for us in many different ways, including through taking part in sporting events, organising events in their local community, or fundraising at their place of work. We also provide opportunities for people to fundraise through providing access to places in key events, such as the London Marathon, and through providing fundraising materials.

Our supporters can sign up to make regular donations, or to play our lottery which we launched in 2018.

We work with a number of corporate partners, and have received support from charitable trusts and foundations, and through grants from other charities. We do not carry out door-to-door fundraising, nor do we use street fundraising to sign up supporters to regular donations. Currently, none of our fundraising activities are conducted on our behalf by professional fundraising agencies.

CCLG is registered with the Fundraising Regulator. We are committed to adhering to the Code of Fundraising Practice. During the year, we received no complaints about our fundraising activities. Regular updates are provided to our board of trustees to ensure that they have a good oversight of our activities.

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## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

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#### FINANCIAL REVIEW

Transactions for the year ended 31 December 2020 fall into roughly the same categories as in previous years. Income generally consists of donations and fundraising income, subscriptions (comprising individual membership subscriptions and hospital subscriptions for health information), registration fees for meetings and events, funding from partner charities such as The Little Princess Trust to support research projects awarded through strategic partnerships, legacy income, and this year income from the Coronavirus Job Retention Scheme. We are grateful to CLIC Sargent and Teenage Cancer Trust for their continued support of TYAC activity.

The major items of expenditure for CCLG remain staff salaries, professional meeting and event costs, the costs associated with the production of health information, and the awarding of research grants.

Staffing costs represent a significant financial commitment, but our small, expert staff team is also responsible for the achievement of the majority of our charitable objectives. Staffing levels are kept under review, with the small, efficient team carrying out and coordinating the considerable activities of the charity.

Our overall income fell by £2,381,008 during 2020, compared with the year ending December 2019. Primarily this was due to the impact of the COVID-19 pandemic, which saw a fall in the number of rounds of grant funding offered by partner charities such as the Little Princess Trust, a reduction in fundraising income, and a fall in income from meetings and events which were unable to take place.

CCLG has a number of restricted funds. Internal records are kept according to requirements for restriction, i.e. tumour specific donations or donations for a specific piece of work. The restricted funds are ring-fenced to support specific projects or areas of activity and cannot be used to support the general running costs of the organisation.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation. Expenditure decreased in 2020 by £2,283,561 compared to 2019. The primary reason for this increase was the awarding of fewer research grants, and not holding meetings and events due to the COVID-19 pandemic.

Early in the year, we re-forecasted our budget based on assumptions about the pandemic and its impact. At this point it looked likely we would need to call on our reserves during the year to ensure the charity was able to meet its commitments. During the year, thanks to implementing cost-saving measures, a natural reduction in some expenditure (e.g. staff and member travel) as a result of pandemic restrictions, use of the coronavirus job retention scheme, and unexpected significant income from legacies, we ended the year with a surplus of £173,050 in unrestricted income and expenditure, which covered the majority of our core costs. Overall, we ended the year on a deficit of £157,367 and did not need to call on our free reserves, with the deficit in restricted income and planned expenditure being £330,417. However, our overall income was significantly lower than 2019.

#### Reserves Policy

The trustees continue to consider the appropriate balance of financial stability and investment in charitable activity. The COVID-19 pandemic has highlighted the importance of an appropriate reserves policy. Given the ongoing uncertainty around the pandemic and the length of time likely until we recover fully, it is important we continue to hold a level of reserves which can sustain our activity until we have a better picture of what post-pandemic fundraising might look like, both in the short- and medium-term. We have plans in place to ensure CCLG is 'fit for the future' and our reserves policy will ensure we are able to meet those plans.

At the end of the year, we have reviewed our reserves policy for CCLG and aim to hold a target level of free reserves (unrestricted funds less tangible fixed assets) of £400,000, which the trustees consider to be approximately six months of core expenditure, including staff salaries, accommodation costs and general running costs.

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## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

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Total reserves at 31 December 2020 were £1,653,937 of which £975,322 are restricted and £678,615 are unrestricted. As at 31 December 2020 the charity's free reserves totalled £637,092, which is in excess of the reserves policy due to the notification of legacies at the year-end. The trustees consider that this ensures that CCLG is 'fit for the future'.

#### The financial impact of the COVID-19 pandemic

As highlighted throughout this report, the COVID-19 pandemic in 2020 has had a huge impact on CCLG, both in our operations and our income generation. With many major fundraising events – notably the London Marathon – cancelled, as well as the varying lockdowns and other restrictions during the year preventing many types of fundraising events from being organised, our fundraising income was significantly reduced during the year. The inability to hold 'in-person' meetings and events meant that the majority of our education and scientific meetings and conferences – another key source of income – were cancelled, although this was mitigated to some extent by the corresponding decrease in expenditure on the cost of holding such events.

The Trustees and the Chief Executive have considered various scenarios for our finances during the coming year, which are unlikely to recover fully to pre-pandemic levels until at least 2022. We have taken the opportunity to review our activities and strategy, and ensure we have the right team in place to deliver on the charity's priorities for the coming year, including in fundraising. This includes a restructuring of the staff team in early 2021, which may sadly include some redundancies, but will also include the creation of some new staff posts.

As well as focusing on mitigating the impact on the charity as much as possible, to secure the future of our work, The Trustees and the Chief Executive have liaised closely during this year to ensure the wellbeing of staff. We have used the government's Coronavirus Job Retention Scheme ("furlough scheme"), taking the difficult decision to furlough a number of our staff team, and then bring them back on reduced hours under the 'flexible furlough' scheme from July, to support the costs of employing staff during the crisis. This necessitated focusing our work on the most important projects. Supporting our staff throughout this period has been a key priority for the Trustees and Senior Leadership Team. Our staff team is at the heart of what we do and are passionate about the impact CCLG has on children with cancer and their families. We recognise that our committed staff team also have lives outside of their work for CCLG which will have also been affected. The Trustees and Senior Leadership Team are extremely grateful for the dedication of the team, and how they have adapted to the current situation to ensure our vital work continues. We asked all staff to work from home, where possible, from early March, and offered flexible work patterns to suit the new circumstances of our team members. We offered regular online 'social catch-ups' for team members as well as ensuring regular updates were provided directly in team meetings, and through our internal social media platform.

#### Investment policy

The Trustees previously reviewed our plans for investments to consider the most appropriate way of managing these, balancing cashflow, risk and reward. Given the uncertainty of the financial impact of the UK leaving the European Union, and the COVID-19 pandemic, no further action has been taken on investments. Management accounts are produced for the trustees, and a cashflow forecast considerably facilitates management and prediction of charity income.

#### Risk Management

CCLG is also aware of the requirement to carry out a risk review of its activities. The trustees reviewed the risks the charity faces during the year. A Risk Register is in operation, documenting the systems in place to mitigate those risks, and is kept under review by the trustees.

### **FUTURE ACTIVITIES**

All future activities planned are designed to ensure that CCLG continues to fulfil its objectives for children and young people with cancer, and their families, as the ultimate beneficiaries.

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

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As the membership of CCLG continues to grow, so does the activity our members are involved in. Our specialist network groups continue to be increasingly active, supporting our activities and providing specialist advice to commissioners of healthcare services and others. The CCLG Executive continues to consider that CCLG can advance education and professional development, and share and guide best practice.

The CCLG executive is a committee comprised of elected members of the CCLG professional body, along with the CEO, who have delegated authority from the Trustees for deciding and implementing the strategy of the organisation as it relates to the clinical, research and professional elements of our work.

At the end of 2020, as an AMRC member we participated in their 5-yearly peer review audit, which gave us the opportunity to review our research strategy and associated processes. We concluded that our current research strategy remains appropriate and plan to launch a new research strategy once the ongoing Children's Cancer Priority Setting Partnership has concluded and published the top ten research priorities in this field.

We plan to continue to develop our range of patient/parent information products in response to demand and specific needs identified by both end-users and professionals. In 2021, we will launch an updated and revised version of our Parents' Guide, our key publication which is given to all families upon diagnosis.

We also aim to continue raising awareness of CCLG and its activities, with a view to continuing to increase the income and resources available to us to meet our objectives.

In January 2021, the Trustees and Chief Executive began reviewing the staffing structure of the Charity, recognising the likelihood of reduced financial resources in the short to medium term as a result of the COVID-19 pandemic, and to ensure that the right staffing is in place to deliver on our strategic plan.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Children's Cancer and Leukaemia Group (CCLG) was established in 1977 and became a registered charity (number 286669) in 1983. In 2019, a new CIO (registration number 1182637) was formed, with the activities, assets and liabilities of the previous charity transferred to the CIO. The charity's governing instrument is the Constitution and the CIO was first registered in February 2019.

The board of trustees is independent of the CCLG membership. The board of trustees is responsible for managing the charity finances in support of the objectives defined by the CCLG Executive. There are a minimum of two and a maximum of eight trustees. One of the trustees will be the CCLG Treasurer, an elected member of the CCLG Executive, providing a link between these two groups.

If a vacancy arises, the trustees may appoint any eligible person as a trustee. In selecting individuals for appointment as trustees, the trustees will consider the skills, knowledge and experience needed for the effective running of the charity.

Upon appointment, trustees are provided with an induction to the charity. This consists of a briefing paper, as well as meetings with the Chair, CEO, and others as deemed appropriate. Regard is given to the training and development needs of any trustees that may arise.

The board of trustees meets quarterly and is supported by key management personnel. Four meetings were held in 2020.

The trustees come from a range of professional backgrounds, and bring new skills and highly relevant experience.

Trustees serving during the year were:

David Oxnam  
Dr Daniel Saunders  
Gayle Routledge  
Rachel Wilcox

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

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The Chief Executive is responsible for the day-to-day operation of the charity on behalf of the trustees. The remuneration of key management is reviewed annually by the board and is set against established pay scales, benchmarked in comparison with similar sized entities including both charities and medical professional associations. The trustees give their time freely and no remuneration was paid in the year. Details of trustee expenses are disclosed in note 12 to the accounts.

Key Management Personnel during the year were:

Ashley Gamble (Chief Executive)

Gill Smitherman (Head of Fundraising)

Claire Shinfield (Head of Engagement)

#### **STATEMENT OF TRUSTEES' 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 and Scotland 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 the incoming resources and application of resources of the charity 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 in 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 operation.

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, the Charities and Trustee Investment (Scotland) Act 2005, the Charities (Accounts and Reports) Regulations 2008, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the provisions of the charity's constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

David Oxnam

**Chair of the board of trustees**

Dated: 12 July 2021

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

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#### Opinion

We have audited the financial statements of The Children's Cancer and Leukaemia Group (the 'charity') for the year ended 31 December 2020 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2020 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 Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 charity'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 other information comprises the information included in the trustees' report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the trustees' report. 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.

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 course of 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.

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

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#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 and the Charities Accounts (Scotland) Regulations 2006 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- the charity has not kept adequate and proper accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on 10, the trustees 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with regulations made under these acts.

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 an auditor's report 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.

#### **Extent to which the audit was considered capable of detecting irregularities**

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion. However, responsibility for the prevention and detection of fraud ultimately rests with both those charged with governance and management of the charity.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- obtaining an understanding of the legal and regulatory framework applicable to the charity by considering the nature of the industry in which the charity operates and enquiring of management; and
- identifying the key laws and regulations considered to have a direct impact on the financial statements including the UK Companies Act 2006, UK Charities Act 2011, Charities and Trustee Investment (Scotland) Act 2005, UK Generally Accepted Accounting Practice and UK tax legislation; and
- assessing how the charity is complying with the applicable legal and regulatory framework by making further enquiries of management and observing the charity's control environment regarding compliance with regulations and fraud prevention; and

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

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- assessing the susceptibility of the charity's financial statements to material misstatement, including how fraud might occur, by considering the effectiveness of the charity's accounting systems and controls and how these were monitored by management. Where the risk of material misstatement was considered to be higher in certain areas, further audit procedures were designed to address this increased risk; and
- discussing amongst the engagement team how and where fraud might occur in the financial statements and any potential indicators of fraud.

#### **Audit response to risks of irregularities identified**

Our procedures to respond to risks identified included the following:

- reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations; and
- enquiry of charity staff responsible for compliance to identify any instances of non-compliance with laws and regulations; and
- enquiry of management, those charged with governance and other relevant parties around actual and potential litigation claims; and
- reviewing supporting documentation regarding actual and potential litigation claims; and
- reviewing minutes of meetings of those charged with governance; and
- performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias; and
- communicating identified laws and regulations and potential fraud risks to all engagement team members and assessing whether there are any indications of fraud or non-compliance with laws and regulations throughout the audit.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008, and Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's trustees 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Newby Castleman LLP**

Chartered Accountants  
Statutory Auditor  
West Walk Building  
110 Regent Road  
Leicester  
LE1 7LT

2 August 2021

Newby Castleman LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.



# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Total 2019 £
<b>Income from:</b>					
Donations and legacies	3	797,572	504,215	1,301,787	1,131,259
Charitable activities	4	284,190	2,302,758	2,586,948	5,131,664
Investments	5	2,021	-	2,021	8,841
<b>Total</b>		<b>1,083,783</b>	<b>2,806,973</b>	<b>3,890,756</b>	<b>6,271,764</b>
<b>Expenditure on:</b>					
Raising funds	6	207,508	-	207,508	253,005
Charitable activities	7	703,225	3,065,633	3,768,858	6,078,679
Other	11	-	71,757	71,757	-
<b>Total</b>		<b>910,733</b>	<b>3,137,390</b>	<b>4,048,123</b>	<b>6,331,684</b>
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>173,050</b>	<b>(330,417)</b>	<b>(157,367)</b>	<b>(59,920)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		505,565	1,305,739	1,811,304	1,871,224
<b>Total funds carried forward</b>		<b>678,615</b>	<b>975,322</b>	<b>1,653,937</b>	<b>1,811,304</b>

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
<b>Fixed assets</b>					
Tangible assets	14		41,523		51,150
<b>Current assets</b>					
Stocks	15	38,697		30,514	
Debtors	16	3,105,582		2,781,938	
Cash at bank and in hand		3,926,525		2,776,343	
		<u>7,070,804</u>		<u>5,588,795</u>	
<b>Liabilities</b>					
Creditors: amounts falling due within one year	17	(3,053,855)		(1,743,072)	
<b>Net current assets</b>			4,016,949		3,845,723
<b>Total assets less current liabilities</b>			<u>4,058,472</u>		<u>3,896,873</u>
<b>Creditors: amounts falling due after more than one year</b>	18		(2,404,535)		(2,085,569)
<b>Total net assets</b>			<u>1,653,937</u>		<u>1,811,304</u>
<b>The funds of the charity</b>					
Restricted funds	21	975,322		1,305,739	
Unrestricted funds	22	678,615		505,565	
<b>Total charity funds</b>			<u>1,653,937</u>		<u>1,811,304</u>

The financial statements were approved and authorised for issue by the board of trustees on 12 July 2021 and are signed on its behalf by:

David Oxnam (Chair of Board of Trustees)  
**Trustee**

The notes on pages 17 - 33 form part of these financial statements.

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	27	1,148,161		278,848	
<b>Investing activities</b>					
Purchase of tangible fixed assets		-		(53,151)	
Investment income received		2,021		8,841	
<b>Net cash generated from/(used in) investing activities</b>			2,021		(44,310)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>		1,150,182		234,538	
Cash and cash equivalents at beginning of year		2,776,343		2,541,805	
<b>Cash and cash equivalents at end of year</b>		3,926,525		2,776,343	

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

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### 1 Accounting policies

#### Charity information

The Children's Cancer and Leukaemia Group is governed by its Constitution.

#### 1.1 Basis of preparation

The charity is a public benefit entity as defined by FRS102. These financial statements have been prepared in accordance with: The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland ("FRS 102"), Accounting and Reporting by Charities: the Statement of Recommended Practice for charities applying FRS 102 (2019), the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005, and UK Generally Accepted Accounting Practice.

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 £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below. These policies have been consistently applied.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds are unrestricted funds of the charity that the trustees have decided at their discretion to set aside for specific purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

#### 1.4 Income recognition

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

For legacies, income is recognised and included in the financial statements when all of the following criteria are met:

- the charity has entitlement to the funds;
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Where legacies have been notified to the charity but the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

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### 1 Accounting policies

(Continued)

Donated facilities and donated services are recognised as 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.

Government 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 with reliability. If entitlement is not met, then the amounts are deferred.

Income from charitable activities includes income received from grants, registration fees for meetings, member subscriptions and publication payments. Such income is 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 with reliability. If entitlement is not met, then the amounts are deferred.

Investment income is earned through holding assets for investment purposes. It comprises bank interest and is recognised on an accruals basis.

#### 1.5 Expenditure recognition

All expenditure, including the awarding of grants, is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to the category. Expenditure is recognised when there is a legal or constructive obligation to make payments to third parties, it is probable that settlement will be required and the amount of the obligation can be measured reliably. It is recognised under the following headings:

- Costs of raising funds includes costs incurred in seeking donations, grants and legacies, website costs and advertising.
- Expenditure on charitable activities includes research, educational activities and professional association activities to further the delivery of the objectives of the charity.
- Other expenditure includes wages and salaries covered by income from the Coronavirus Job Retention Scheme.

#### 1.6 Support costs

Support costs are those that assist the work of the charity but do not directly represent charitable activities and costs of raising funds and include office costs, governance costs and administrative payroll costs. They are incurred directly in support of expenditure in line with the objectives of the charity. Support costs are allocated to costs of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

The analysis of these costs is included in note 10.

#### 1.7 Tangible fixed assets

Tangible fixed assets are measured at cost, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost of assets less their residual values over their useful lives on the following bases:

Computer equipment, furniture and fixtures     5-10 years

#### 1.8 Stocks

Stocks include merchandise stock and educational literature. Stocks that are held for resale are stated at the lower of cost and estimated selling price. Stocks held for distribution as part of the charity's activities are valued at their service potential, which the charity considers to be the cost of the materials.

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

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### 1 Accounting policies

(Continued)

#### 1.9 Cash and cash equivalents

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

#### 1.10 Financial instruments

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Debtors and creditors with no stated interest rate and receivable or payable within one year are measured at transaction price. Any losses arising from impairment are recognised in the Statement of Financial Activities.

#### 1.11 Employee benefits

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

#### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The trustees do not consider there to be any key sources of estimates or uncertainty that have a significant effect on the amounts recognised in the financial statements.

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 3 Income from donations and legacies

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Donations	372,572	432,458	805,030	445,686	545,144	990,830
Legacies	425,000	-	425,000	117,452	-	117,452
Government grants	-	71,757	71,757	-	-	-
Donated goods and services	-	-	-	22,977	-	22,977
	<u>797,572</u>	<u>504,215</u>	<u>1,301,787</u>	<u>586,115</u>	<u>545,144</u>	<u>1,131,259</u>

### 4 Income from charitable activities

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Registration fees for meetings	64,709	7,119	71,828	152,486	13,723	166,209
Member subscriptions and publication payments	159,481	-	159,481	149,190	-	149,190
Grant income for research and operations	60,000	2,295,639	2,355,639	73,000	4,743,265	4,816,265
	<u>284,190</u>	<u>2,302,758</u>	<u>2,586,948</u>	<u>374,676</u>	<u>4,756,988</u>	<u>5,131,664</u>

### 5 Income from investments

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Interest	2,021	-	2,021	8,841	-	8,841
	<u>2,021</u>	<u>-</u>	<u>2,021</u>	<u>8,841</u>	<u>-</u>	<u>8,841</u>

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 6 Expenditure on raising funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
<u>Costs of raising funds</u>						
Virgin Money Giving deductions	11,703	-	11,703	11,195	-	11,195
Website	3,792	-	3,792	2,588	-	2,588
Fundraising, marketing and publicity costs	59,035	-	59,035	112,868	-	112,868
Support costs (note 10)	132,978	-	132,978	126,354	-	126,354
	<u>207,508</u>	<u>-</u>	<u>207,508</u>	<u>253,005</u>	<u>-</u>	<u>253,005</u>

### 7 Expenditure on charitable activities

	Activities undertaken directly Note 8 £	Grant funding Note 9 £	Support Costs Note 10 £	Total 2020 £	Total 2019 £
Support for research	36,541	3,025,744	137,930	3,200,215	5,399,284
Information for patients and families	36,853	-	205,874	242,727	240,810
Improving treatment and care	108,683	-	217,233	325,916	438,585
	<u>182,077</u>	<u>3,025,744</u>	<u>561,037</u>	<u>3,768,858</u>	<u>6,078,679</u>
Unrestricted funds				703,225	836,231
Restricted funds				<u>3,065,633</u>	<u>5,242,448</u>
				<u>3,768,858</u>	<u>6,078,679</u>



# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 8 Expenditure on activities undertaken directly

	Support for research	Information for patients and families	Improving treatment and care	Total 2020	Total 2019
	£	£	£	£	£
Staff costs	17,020	-	-	17,020	3,466
Other tumour specific expenditure	15,729	-	-	15,729	59,795
Contact magazine expenses	-	18,680	-	18,680	9,760
Other publication expenses	-	12,484	-	12,484	35,587
Website	3,792	5,689	5,688	15,169	10,124
Cost of meetings	-	-	81,017	81,017	193,660
Travel expenses	-	-	4,870	4,870	17,887
Other expenses	-	-	17,108	17,108	27,311
	<u>36,541</u>	<u>36,853</u>	<u>108,683</u>	<u>182,077</u>	<u>357,590</u>

### 9 Expenditure on grant funding

	Support for research	Information for patients and families	Improving treatment and care	Total 2020	Total 2019
	£	£	£	£	£
Grants to institutions:					
University of Birmingham	166,952	-	-	166,952	481,477
University of Surrey	9,844	-	-	9,844	50,286
Newcastle University	74,582	-	-	74,582	500,944
UCL Institute of Child Health	424,623	-	-	424,623	562,149
University of Sheffield	206,625	-	-	206,625	72,656
University of Nottingham	255,841	-	-	255,841	1,302,800
University of Ulster	216,108	-	-	216,108	74,933
University of Bristol	-	-	-	-	198,557
Queen's University Belfast	-	-	-	-	74,997
Great Ormond Street	14,954	-	-	14,954	170,366
University of Southampton	245,079	-	-	245,079	111,236
University Hospital of Wales	-	-	-	-	71,490
Genome Research Limited	-	-	-	-	950,820
University of Glasgow	439,610	-	-	439,610	98,793
University of York	105,027	-	-	105,027	-
University of Cambridge	136,392	-	-	136,392	-
Institute of Cancer Research	299,236	-	-	299,236	275,103
University of Leeds	110,775	-	-	110,775	205,715
University of Manchester	-	-	-	-	3,000
University of Portsmouth	100,901	-	-	100,901	-
University of Oxford	219,195	-	-	219,195	-
	<u>3,025,744</u>	<u>-</u>	<u>-</u>	<u>3,025,744</u>	<u>5,205,322</u>

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 9 Expenditure on grant funding

(Continued)

The charity awards grants for specific research projects to various institutions, as part of their charitable activities.

### 10 Expenditure on support costs

	Basis of allocation	2020 £	2019 £
Staff costs	*1	505,149	456,598
Depreciation & loss on disposal	*1	9,627	39,760
Occupancy expenses	*1	131,841	97,589
Postage	*1	12,275	20,265
Staff training	*1	6,000	6,985
Professional fees	*1 / *2	29,123	20,924
		<u>694,015</u>	<u>642,121</u>
Analysed between			
Trading		132,978	126,354
Charitable activities		561,037	515,767
		<u>694,015</u>	<u>642,121</u>

\*1 Support costs, excluding governance costs, have been allocated as follows:

<i>Cost of raising funds</i>	20% (2019 - 20%)
<i>Charitable activities</i>	
Support for research	20% (2019 - 20%)
Information for patients and families	30% (2019 - 30%)
Improving treatment and care	30% (2019 - 30%)

\*2 Professional fees include governance costs of £29,123 (2019 - £10,352). Governance costs have been allocated as follows:

<i>Charitable activities</i>	
Support for research	17% (2019 - 17%)
Information for patients and families	22% (2019 - 22%)
Improving treatment and care	61% (2019 - 61%)

The amount charged to the SOFA in respect of auditor's remuneration was:

- Statutory audit £8,580 (2019 - £8,580),
- Preparation of cessation accounts for old unincorporated charity, prior to re-registering as a CIO £5,820.

### 11 Other expenditure

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Wages	-	71,757	71,757	-	-	-

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

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### 12 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits during the year. 1 of the trustees was reimbursed for travel expenses amounting to £63 (2019 - 3 trustees were reimbursed for travel expenses of £1,757).

### 13 Employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
Total	18	15
<hr/>		
Employment costs	2020 £	2019 £
Wages and salaries	499,229	176,828
Social security costs	45,200	16,621
Other pension costs	49,497	17,613
Recharges from the University of Leicester	-	249,002
	593,926	460,064
	<hr/>	<hr/>

Staff working for the charity were employed directly by the University of Leicester until 1 August 2019. Their gross salary and pension costs were recharged to the charity.

The number of employees whose annual remuneration was £60,000 or more were:

	2020 Number	2019 Number
£60,001 - £70,000	-	1
£80,001 - £90,000	1	-
	<hr/>	<hr/>

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 14 Tangible fixed assets

	Computer equipment, furniture and fixtures £	Total £
<b>Cost</b>		
At 1 January 2020	63,202	63,202
At 31 December 2020	63,202	63,202
<b>Depreciation and impairment</b>		
At 1 January 2020	12,052	12,052
Depreciation charged in the year	9,627	9,627
At 31 December 2020	21,679	21,679
<b>Carrying amount</b>		
At 31 December 2020	41,523	41,523
At 31 December 2019	51,150	51,150

### 15 Stocks

	2020 £	2019 £
Merchandise stock	23,564	10,659
Educational literature	15,133	19,855
	38,697	30,514

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 16 Debtors

	2020 £	2019 £
<b>Amounts falling due within one year:</b>		
Trade debtors	10,152	81,352
Grant debtors	1,661,876	1,045,933
Rent deposit	16,200	16,200
Prepayments and accrued income	140,633	200,511
Accrued legacy income	445,000	65,000
	<u>2,273,861</u>	<u>1,408,996</u>
<b>Amounts falling due after more than one year:</b>		
Grant debtors	<u>831,721</u>	<u>1,372,942</u>
<b>Total debtors</b>	<u>3,105,582</u>	<u>2,781,938</u>

### 17 Creditors: amounts falling due within one year

	Notes	2020 £	2019 £
Deferred income	19	-	19,095
Trade creditors		20,902	23,115
Grant creditors		2,987,921	1,681,177
Accruals		45,032	19,685
		<u>3,053,855</u>	<u>1,743,072</u>

### 18 Creditors: amounts falling due after more than one year

	2020 £	2019 £
Grant creditors	<u>2,404,535</u>	<u>2,085,569</u>

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

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### 19 Deferred income

	2020 £	2019 £
Total deferred income at 1 January 2020	19,095	7,410
Amounts released into incoming resources	(19,095)	(7,410)
Amounts deferred in year	-	19,095
	<hr/>	<hr/>
Total deferred income at 31 December 2020	-	19,095
	<hr/>	<hr/>

Deferred income comprises advanced registration fees for meetings.

### 20 Retirement benefit schemes

#### Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees.

The amount recognised in unrestricted expenditure was £49,497 (2019 - £24,231).

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 21 Restricted funds

The income funds of the charity include restricted funds which comprise the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2020 £	Movement in funds		Balance at 31 December 2020 £
		Income £	Expenditure £	
Tumour specific funds	930,227	425,593	(611,172)	744,648
CCLG Prize	304	-	(250)	54
General research fund	2,982	6,387	(5,429)	3,940
Adam Hay fund	11,861	120	(999)	10,982
CCLG Senior Members Group	7	-	-	7
PODC	3,317	1,462	(1,441)	3,338
POTG	2,139	-	-	2,139
The Little Princess Trust fund	6,200	2,248,667	(2,248,667)	6,200
Treatment Guidelines fund	18,661	-	(226)	18,435
TYAC Lisa Thaxter	45,412	-	-	45,412
Child Cancer Smart	174,944	-	(101,444)	73,500
PORT	200	200	-	400
CCLG Research Network Partner Charity	72,656	46,972	(83,300)	36,328
CYP Coalition Activity	9,034	-	(9,034)	-
Neuroblastoma Nursing Group	6,000	4,500	-	10,500
Childhood Cancer Priority Setting Partnership	21,580	-	(3,671)	17,909
PODC - Iraq Fund	215	1,315	-	1,530
Coronavirus Job Retention Scheme	-	71,757	(71,757)	-
	<u>1,305,739</u>	<u>2,806,973</u>	<u>(3,137,390)</u>	<u>975,322</u>

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 21 Restricted funds

(Continued)

	Balance at 1 January 2019 £	Movement in funds		Balance at 31 December 2019 £
		Income £	Expenditure £	
Tumour specific funds	985,978	543,783	(599,534)	930,227
CCLG Prize	354	-	(50)	304
General research fund	2,122	860	-	2,982
Adam Hay fund	11,776	220	(135)	11,861
CCLG Senior Members Group	7	-	-	7
PODC	3,562	1,851	(2,096)	3,317
POTG	6,231	6,679	(10,771)	2,139
The Little Princess Trust fund	6,165	4,507,368	(4,507,333)	6,200
Treatment Guidelines fund	18,948	-	(287)	18,661
TYAC Lisa Thaxter	45,712	-	(300)	45,412
Child Cancer Smart	165,000	20,000	(10,056)	174,944
PORT	200	-	-	200
CCLG Research Network Partner Charity	-	152,656	(80,000)	72,656
CYP Coalition Activity	-	12,500	(3,466)	9,034
Neuroblastoma Nursing Group	-	6,000	-	6,000
Childhood Cancer Priority Setting Partnership	-	50,000	(28,420)	21,580
PODC - Iraq Fund	-	215	-	215
	<u>1,246,055</u>	<u>5,302,132</u>	<u>(5,242,448)</u>	<u>1,305,739</u>

#### Tumour specific funds

Represents income received from donors with a specific request that the funds are used in support of grants for a particular tumour type.

#### CCLG Prize

Represents income received from donors to fund the CCLG Prize.

#### General research fund

Represents income received from donors with a specific request that the funds are used for research purposes.

#### Adam Hay fund

This fund has been established to continue work done by the Adam Hat's charity (which merged with CCLG in 2011) in neuroblastoma research and psychological support for children and families.

#### CCLG Senior Members Group

Represents income received from the Senior Members' Group to be used for their activities.

#### PODC

Represents income received from donors to be used for the Paediatric Oncology in Developing Countries (PODC).

#### POTG

Represents income received from donors to be used for the Paediatric Oncology Trainees' Group (POTG).



# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

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### 21 Restricted funds

(Continued)

#### **The Little Princess Trust fund**

Represents income received from The Little Princess Trust to fund future instalments of research grants awarded.

#### **Treatment Guidelines fund**

Represents a grant received for the development of rare endocrine tumour guidelines.

#### **TYAC Lisa Thaxter**

Represents income received for providing and supporting education and training to professionals working in the field of teenage and young adult cancer. This was previously a restricted fund in TYAC and has transferred to CCLG as part of the closure of TYAC, with the same restrictions maintained.

#### **Child Cancer Smart**

Represents income received for a research programme, guideline development and awareness raising focusing on earlier diagnosis of childhood cancer.

#### **PORT**

Represents income received for the Paediatric Oncology Reference Team, a group of parents of children with cancer who review clinical trial and other research information to ensure it is appropriate for children with cancer and their families.

#### **CCLG Research Network Partner Charity**

Represents income research from other charities to fund research projects.

#### **CYP Coalition Activity**

Represents income received from charity members of the Children and Young People's Cancer Coalition for the costs of providing the Coalition secretariat.

#### **Neuroblastoma Nursing Group**

Represents income received to support the costs of running the national neuroblastoma nursing group, a group of CCLG member nurses with a special interest in neuroblastoma.

#### **Childhood Cancer Priority Setting Partnership**

Represents grant income received to support the James Lind Alliance supported Childhood Cancer Priority Setting Partnership being led by CCLG.

#### **PODC - Iraq Fund**

Represents donations received to specifically support work to improve the treatment and care of children with cancer in Iraq.

#### **Coronavirus Job Retention Scheme**

Represents amounts received from the Government to cover staff costs during the Covid-19 pandemic.

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 22 Unrestricted funds

The unrestricted funds of the charity include general funds and designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	Balance at 1 January 2020 £	Movement in funds			Balance at 31 December 2020 £
		Income £	Expenditure £	Transfers £	
General funds	505,565	1,083,783	(910,733)	-	678,615

	Balance at 1 January 2019 £	Movement in funds			Balance at 31 December 2019 £
		Income £	Expenditure £	Transfers £	
General funds	622,964	969,632	(1,089,236)	2,205	505,565
Treatment Guidelines fund	2,205	-	-	(2,205)	-
	625,169	969,632	(1,089,236)	-	505,565

#### Treatment Guidelines fund

Represents a sum set aside by the trustees for the development of rare endocrine tumour guidelines.

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 23 Analysis of net assets between funds

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £
Fund balances at 31 December 2020 are represented by:			
Tangible assets	41,523	-	41,523
Current assets/(liabilities)	637,092	3,379,857	4,016,949
Long term liabilities	-	(2,404,535)	(2,404,535)
	<u>678,615</u>	<u>975,322</u>	<u>1,653,937</u>
	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total 2019 £
Fund balances at 31 December 2019 are represented by:			
Tangible assets	51,150	-	51,150
Current assets/(liabilities)	454,415	3,391,308	3,845,723
Long term liabilities	-	(2,085,569)	(2,085,569)
	<u>505,565</u>	<u>1,305,739</u>	<u>1,811,304</u>

### 24 Events after the reporting date

#### Legacy income

Legacy income amounting to £172,000 was notified and received after 31 December 2020 and has not been recognised in these accounts.

#### COVID-19

The ongoing COVID-19 pandemic resulted in another national lockdown in January 2021. Therefore income from fundraising events, meetings and conferences has remained lower than pre-pandemic levels. The charity has continued to use the coronavirus job retention scheme during the period. More detail is included in the trustees report on how COVID-19 has impacted the charity and the measures the trustees have taken to try and mitigate its impact.

### 25 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2020 £	2019 £
Within one year	27,530	27,530
Between two and five years	75,707	103,237
	<u>103,237</u>	<u>130,767</u>

# THE CHILDREN'S CANCER AND LEUKAEMIA GROUP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 25 Operating lease commitments

(Continued)

Amounts recognised in the SOFA as an expense during the period in respect of operating lease arrangements are £27,530 (2019 - £6,882).

### 26 Related party transactions

#### Remuneration of key management personnel

The remuneration of key management personnel, is as follows.

	2020 £	2019 £
Aggregate compensation	161,873	99,697

There have been no other related party transactions in the reporting period that require disclosure in the financial statements, other than those noted in note 12 to the financial statements.

### 27 Cash generated from operations

	2020 £	2019 £
Deficit for the year	(157,367)	(59,920)
Adjustments for:		
Investment income recognised in statement of financial activities	(2,021)	(8,841)
(Gain)/loss on disposal of tangible fixed assets	-	30,133
Depreciation and impairment of tangible fixed assets	9,627	9,627
Movements in working capital:		
(Increase)/decrease in stocks	(8,183)	24,915
(Increase) in debtors	(323,644)	(2,671,531)
Increase in creditors	1,648,844	2,942,780
(Decrease)/increase in deferred income	(19,095)	11,685
<b>Cash generated from operations</b>	<b>1,148,161</b>	<b>278,848</b>

### 28 Analysis of changes in net funds

During the year the charity had no borrowings or obligations under finance leases. The changes in net funds of the charity therefore solely comprise of cash and cash equivalents.