

**Charity Registration No 1188852**



**EMICS (EAST MIDLANDS IMMEDIATE CARE SCHEME) CIO**

**TRUSTEES REPORT AND ACCOUNTS**

**FOR THE PERIOD ENDED 31 OCTOBER 2020**

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## LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Dr T Gray (Chairman) (appointed April 2020) Mrs M Boothroyd (appointed April 2020) Dr B Coyle (appointed June 2020) Mr D Ford (appointed June 2020) Dr P Holden (appointed June 2020) Dr C Press (appointed April 2020)
Secretary	Mrs M Boothroyd
Treasurer	Mr D Ford
Charity Number	1188852
Principal Address	The Lodge 2 Pasture Lane Barleythorpe Oakham Rutland LE15 7EQ
Independent Examiner	S Coogan 11 Tollgate Close Kingsthorpe Northampton NN2 6RP
Bank	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

## **TRUSTEES REPORT FOR THE PERIOD ENDED 31 OCTOBER 2020**

The Trustees present their report and accounts for the period ended 31 October 2020.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's constitution, the Charities Act 2011 and the Statement of Recommended Practice applicable to charities preparing their own accounts in accordance with the Financial Reporting Standards for Smaller Entities (FRSSE) (effective 1 January 2015).

### **REFERENCE AND ADMINASTRATIVE DETAILS**

Registered name: EMICS (East Midlands Immediate Care Scheme) CIO

Registered Charity No: 1188852

Principal Address:

The Lodge  
2 Pasture Lane  
Barleythorpe  
Rutland  
LE15 7EQ

Trustees:

Dr T Gray  
Mrs M Boothroyd  
Dr B Coyle  
Mr D Ford  
Dr P Holden

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

#### **Governing Document**

The Scheme was established by a charitable trust deed on 1 April 2020.

#### **Corporate Structure**

Following a review by the Trustees it was agreed and ratified by the members at a general meeting in February 2020 that the Charity should convert from an unincorporated Charity run by the then Trustees to become a Chartered Incorporated Organisation (CIO). At that meeting a new draft Constitution was approved and the process of conversion initiated. Approval of that new Constitution, with the objects of the Charity retained, was granted by the Charity Commissioners and the new Charity was formed as a CIO on 1 April 2020.

Subsequent approval was sought from the Charity Commissioners and was granted on 14 May 2020 for the assets and liabilities of the old Charity (No 515730) to be transferred to the new CIO (No 1188852). This transfer took place on 31 May 2020 so the accounting period detailed in the attached accounts began on 1 June 2020.

## EMICS (EAST MIDLANDS IMMEDIATE CARE SCHEME) CIO

After the transfer the old Charity (515730) was dissolved. Throughout the conversion the Trustees have acted in the best interest of the members, and other stakeholders, of the Charity and ensured that all the required legal documentation has been formally approved.

### **Recruitment and Appointment of New Trustees**

The Trustees are conducting a skills audit and identify any skills gaps. These gaps will be considered when recruiting Trustees, which they are planning to do in the near future.

### **Risk Management**

The Trustees have assessed the major risks to which the Charity is exposed and are satisfied that systems and arrangements have been put in place to mitigate exposure to the major risks. These new arrangements include purchasing completely revised insurance protection and re-enforced clinical compliance systems.

## **OBJECTIVES AND ACTIVITIES**

EMICS (East Midlands Immediate Care Scheme) CIO exists to provide support for appropriately registered medical practitioners in their voluntary and charitable duties acting as Pre-Hospital Doctors. Such work, although undertaken on a charitable and voluntary basis, requires such doctors to be trained and equipped to a very high standard and is not part of their NHS duties.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Scheme should undertake. They also work closely with the East Midlands Ambulance Service (EMAS) who commission the call-outs our volunteer clinicians attend and assist in our compliance procedures.

## **ACHIEVEMENT AND PERFORMANCE**

In 2020 our 18 doctors responded to 1438 calls from EMAS to assist their frontline staff. In 2019 we responded to 1918 jobs when there were 25 doctors.

We have reduced the number of doctors responding in order to ensure that each one responds to a minimum standard in order to justify the cost of the equipment and to maintain their clinical competence.

We have maintained high levels of responding despite the impact of the Covid 19 pandemic.

## **FINANCIAL REVIEW**

During the period since its formation the Charity has suffered, like many others, from a loss of income due to the Covid 19 pandemic. As a result, the Trustees started a number of income generating initiatives to recoup some of the lost income due to the non-availability of its traditional fundraising routes. Most notable of these initiatives is the appointment of a Grants Officer who has already been successful in generating income from new sources. Work is also on-going to modernise the work of the Charity's marketing and fundraising activities.

At the beginning of the pandemic the Charity was in a very healthy position. This has allowed the Trustees to initiate a modernisation programme to improve the standard medical equipment available to the doctors whilst treating patients during the emergency call-outs. As a result some £83,779 has been invested by the Charity in the 5 months to 31 October 2020. In addition to this investment, more

monies are now being expended on drugs, medical consumables and specialist personal protective equipment, all with the objective of improving patient outcomes and protecting the doctors and patients alike.

In order to recognise the need for good governance and the management of risk, the Trustees have invested some £13,749 in developing a tailor-made system but also recognised the need to increase expenditure on third-party insurance cover. Alongside these 2 developments, the Trustees have developed and signed a new Memorandum of Understanding (MOU) with EMAS. In parallel, they have developed a new MOU with the responding doctors. The Charity's triangular legal position between EMAS, itself and the doctors is now clear with expectations and obligations documented.

Despite the recent loss of income, the Charity's financial health remains strong and more than adequate, in the view of the Trustees, to complete the remaining element of the medical equipment modernisation programme.

## OUTLOOK

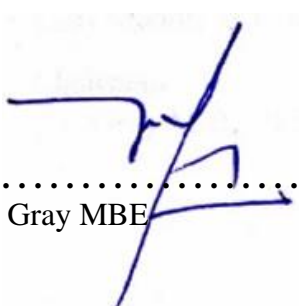
A great deal of work has been undertaken by the volunteer managers of the Charity in making it 'fit for purpose' in all respects. We are not complacent in any way as a result of what has been achieved and are aware that we must continue to improve the Charity organisationally, administratively but also in terms of clinical outcomes. We are committed to recruiting more suitably qualified volunteer doctors and training and equipping the existing volunteers to deliver an even greater number of successful responses.

We are aware that the demands for our services continue to increase. As a result we are working on and planning to improve all of our income generation activities across the geographical region in which we deliver patient care.

## APPRECIATION

I would like to place on record, my appreciation for all the individuals (volunteers, both clinical and administration, Trustees, donors etc) who make EMICS such a success.

Signed Chairman



.....  
Dr T Gray MBE

## **INDEPENDENT EXAMINER'S REPORT**

TO THE TRUSTEES OF EMICS (EAST MIDLANDS IMMEDIATE CARE SCHEME) CIO

I report on the accounts for the period ended 31 October 2020, which are set out on pages 10 to 14.

### **Respective Responsibilities of Trustees and Examiner**

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- a) Examine the accounts under section 145 of the 2011 Act
- b) To follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and
- c) To state whether particular matters have come to my attention

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- a) Which gives me reasonable cause to believe that in any material respect the requirements:
  - To keep accounting records in accordance with section 130 of the 2011 Act
  - To prepare accounts in accordance with the accounting records and comply with the accounting requirements of the 2011 Act have not been met
- b) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed Independent Examiner



.....

Steve Coogan  
11 Tollgate Close  
Kingsthorpe  
Northampton  
NN2 6RP

**STATEMENT OF FINANCIAL ACTIVITIES**  
FOR THE PERIOD ENDED 31 OCTOBER 2020

	Notes	2020 £
<b>Incoming resources from generated funds</b>		
Donations and legacies		5,263
Investment income	2	490
Unrestricted Grants		2500
Total Incoming Resources		<u>8,253</u>
<b>Resources expended</b>		
Direct charitable costs	3	19,335
<b>Net Expenditure in Excess of Income</b>		<u>(11,082)</u>
Other recognised gains and losses		
Gains/(losses) on investment assets		<u>(113)</u>
<b>Net movement in funds</b>		(11,195)
<b>Net funds transferred from old Charity</b>	4	280,844
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>£269,649</u></u>

**CONTINUING OPERATIONS**

All incoming resources and resources expended arise from continuing activities.

The notes form part of these financial statements.



# EMICS (EAST MIDLANDS IMMEDIATE CARE SCHEME) CIO

## BALANCE SHEET

FOR THE PERIOD ENDED 31 OCTOBER 2020

	Notes	2020 £	2020 £
<b>Fixed assets</b>			
Tangible assets	8		127,167
Investments	9		<u>130,898</u>
			258,065
<b>Current assets</b>			
Debtors	10	4,713	
Cash at bank		<u>24,102</u>	
		28,815	
<b>Creditors: amounts falling due within one year</b>	11	(17,233)	
<b>Net current assets</b>			11,582
<b>Total assets</b>			<u>£269,647</u>
Accumulated funds			<u>269,647</u>
<b>Unrestricted funds</b>	12		<u>£269,647</u>

The accounts were approved by the Trustees on 11 January 2021.

  
 .....  
 Dr T Gray MBE  
 Chairman

The notes form part of these financial statements.

## NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 OCTOBER 2020

### 1 Accounting policies

#### Accounting convention

The accounts have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets, the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

#### Incoming resources

Donations and legacy income – the income received from donations is accounted for once the conditions for receipt have been met and there is a reasonable assurance of receipt. Donated assets are accounted for as soon as they are received and are included in the accounts at a reasonable estimate of their value. Any income arising from donated assets and unrestricted grants is accounted for on a receipts basis.

#### Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### Tangible fixed assets

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

Clinical and Blue Light equipment and radios – 20% on cost

IT Software – 25% on cost

PPE – 33<sup>1</sup>/<sub>3</sub>% on cost

#### Taxation

The Charity is exempt from tax on its charitable activities.

#### Fund accounting

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

#### Investments

Quoted investments are valued at their closing middle market price on the balance sheet date. Realised and unrealised gains (or losses) are reflected in the Statement of Financial Activities in the year in which they occur.

#### Value Added Tax

The Charity is not required to register for VAT. All expenses include irrecoverable VAT where charged by suppliers.

**NOTES TO THE ACCOUNTS (CONTINUED)**  
FOR THE PERIOD ENDED 31 OCTOBER 2020

<b>2 Investment income</b>	2020
	£
Income from listed investments	-
Interest receivable	490
	<u>£490</u>

<b>3 Charitable activities cost</b>	Direct costs (See note 5)	Support costs (see note 6)	Totals
	£	£	£
Direct charitable costs	<u>14,569</u>	<u>4,766</u>	<u>19,335</u>

**4 Significant Event**

On 1 June 2020 the assets and liabilities of the Charity known as East Midlands Immediate Care Scheme (Charity No 515730) were transferred to the new Charity known as EMICS - (East Midlands Immediate Care Scheme) CIO (Charity No 1188852). This transfer was approved by the Charity Commissioners on 14 May 2020 and Trustees of both charities on 3 May 2020.

The assets and liabilities transferred were:

Tangible Assets (at net book value)	£37,603
Investments and Savings Accounts	160,821
Bank Accounts	£86,737
Other Debtors	273
Creditors & Accruals	<u>(1,594)</u>
Net Assets	<u>82,420</u>
Total Assets	<u>£280,842</u>
Reflected as	
Total Reserves	<u>£280,842</u>

The transferred assets and liabilities were treated as opening entries of the new Charity on 1 June 2020.

In setting up the new Charity it was agreed that the financial year-end would remain 31 October in every year. As a result, the assets and liabilities shown above reflect the old Charity's income and expenditure for the 7 months ended on 31 May 2020. Income in that period totalled £49,561 and expenditure was £24,629, thereby increasing the Charity's reserves by £24,932. All of the income and expenditure reflected the normal activities of the Charity but did include some £10,000 of unrestricted grant income and £10,000 of restricted grant income which was spent in line with the conditions of the grant.

**NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE PERIOD ENDED 31 OCTOBER 2020

After the assets and liabilities were transferred, the old Charity (No 515730) was dissolved as approved by the Charity Commissioners.

<b>5 Direct costs of charitable activities</b>	<b>2020</b>
	£
Medical Expenses & Drugs	4,990
Depreciation	7,954
PPE	1,162
Equipment Security	463
	<u>£14,569</u>

<b>6 Support costs</b>	<b>2020</b>
	£
Insurance	2,726
Postage and stationery	761
Sundries	233
Fundraising	90
IT Expenses	956
	<u>£4,766</u>

**7 Trustees' Remuneration and Benefits**

There were no Trustees' remuneration or other benefits for the period ended 31 October 2020 nor were any Trustees' expenses paid for the period ended 31 October 2020.

**NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE PERIOD ENDED 31 OCTOBER 2020

**8 Tangible Assets**

	<b>Radio, Clinical &amp; Blue Lights Equipment</b>	<b>IT Software</b>	<b>PPE</b>	<b>Total</b>
<b>Cost</b>	£	£	£	£
At 1 June 2020	133,596	3,575	10,569	147,740
Additions	83,779	13,741	-	97,520
Disposals/Write offs	(68,723)	-	-	(68,723)
At 31 October 2020	<u>148,652</u>	<u>17,316</u>	<u>10,569</u>	<u>176,537</u>
<b>Depreciation</b>				
At 1 June 2020	108,966	-	1,173	110,139
Charge for the Period	5,406	1,082	1,466	7,954
On Disposals/Write Offs	(68,723)	-	-	(68,723)
At 31 October 2020	<u>45,649</u>	<u>1,082</u>	<u>2,639</u>	<u>49,370</u>
<b>Net book value</b>				
At 31 October 2020	£103,003	£16,234	£7,930	£127,167
At 1 June 2020	£24,630	£3,575	£9,396	£37,601

**9 Investments**

	<b>2020</b>
	£
Listed Investments	709
Cash Deposits	<u>130,189</u>
	<u>£130,898</u>

All investments were held within the UK.

**10 Debtors: amounts falling due within one year**

	<b>2020</b>
Other Debtors	<u>£4,713</u>

**11 Creditors: amounts falling due within one year**

	<b>2020</b>
	£
Trade Creditors	16,686
Other Creditors	<u>547</u>
	<u>£17,233</u>

**NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE PERIOD ENDED 31 OCTOBER 2020

**12 Movement in funds**

	I June 2020 £	Net movement in funds £	31 Oct 2020 £
<b>Unrestricted Funds</b>			
General fund	280,842	£(11,195)	269,647
<b>TOTAL FUNDS</b>	<u>£280,842</u>	<u>£(11,195)</u>	<u>£269,647</u>

**13 Ultimate Controlling Party**

The Charity is controlled by its Trustees.

**14 Employees**

There were no employees during the year.

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
FOR THE PERIOD ENDED 31 OCTOBER 2020

	<b>2020</b>	<b>2,020</b>
	£	£
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Donations & Legacies		5,263
Unrestricted Grants		2,500
<b>Investment income</b>		
Income from listed investments		-
Interest receivable		490
<b>Total incoming resources</b>		<u><u>£8,253</u></u>
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Medical expenses and drugs		4,990
Depreciation		7,954
PPE		1,162
Equipment Security		<u>463</u>
		14,569
<b>Support costs</b>		
Insurance	2,726	
Postage & Stationery	761	
Sundries	233	
Fundraising	90	
IT Expenses	<u>956</u>	
		<u>4,766</u>
<b>Total resources expended</b>		19,335
<b>Net expenditure before gains and losses</b>		<u>(11,082)</u>
<b>Realised recognised gains and losses</b>		
Realised gains/(losses) on listed investments		<u>(113)</u>
<b>Net expenditure transferred from reserves</b>		<u><u>£11,195</u></u>

This page does not form part of the statutory financial statements