

WholeCare CIO

Registered Charity 1192746

Rowheath Pavilion, Heath Road, Birmingham B30 1HH

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

for the year ended 31st March 2023

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WHOLECARE CIO FOR THE YEAR ENDED 31ST MARCH 2023

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Michael Blaber (resigned 08.06.22) Ross Bryson (Chair) Hilary Garraway Angela Painter (appointed 24.10.22)
Company Secretary	Timothy J Herbert
Registered Office	Rowheath Pavilion, Heath Road, Birmingham B30 1HH
Bankers	CAF Bank Ltd 25 Kings Hill Avenue, Kings Hill, Kent, ME19 4JQ
Independent Examiner	None appointed
Charity Registration	Registered Charity no 1192746

**WHOLECARE CIO
TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31ST MARCH 2023**

The Trustees have pleasure in submitting their report together with the financial statements for the year ended 31st March 2023. The financial statements have been prepared in accordance with the Charities Statement of Recommended Practice (Charities SORP FRS 102) as amended by Update Bulletins 1 and 2, Financial Reporting Standard 102 (FRS 102) and the Charities Act 2011.

1. STRUCTURE, GOVERNANCE AND MANAGEMENT

1.1 Constitution of the CIO and Status

The governing instrument of the CIO is the Constitution dated 28th August 2020. The CIO was registered with the Charity Commission on 10th December 2020 with the number 1192746. The CIO is registered with the Inland Revenue and is exempt from corporation tax under part 10 of the Income tax Act 2007.

1.2 Trustee Body

The Trustees who held office during the period and to the date of this report are listed on page 1, Legal and Administrative Information. Each year one third of the Trustees must resign and be reappointed in accordance with the Constitution. All new trustees need to be appointed by the trustee body. Dr Ross Bryson currently serves as Chair of the trustee body. Membership of the CIO is restricted to the serving Trustees.

1.3 Trustee induction and training

All new trustees are given information relating to the responsibilities of Trustees and orientation to the work of the CIO in accordance with the Induction process approved by the Trustees.

1.4 Trustee meetings

The Trustees normally schedule four meetings each year and are joined by the Company Secretary and the Manager *ex officio*. All meetings are fully recorded with clear decisions and action points. The Trustees have a comprehensive annual programme to ensure that policies and procedures are regularly updated and reviewed. Legal advice is sought when necessary.

1.5. Trustees' conflict of interest

A Register of Trustees' Interests is held to ensure that there are no conflicts of interest. This is updated regularly. Related party issues are fully declared in the financial statements. The Trustees have a clear procedure that if there is a potential conflict of interest on any matter, the Trustee with the potential conflict of interest is asked to leave the room and take no part in the debate or decision.

1.6 Organisation of the CIO

The operations of the CIO are conducted in accordance with the policies and strategy approved by the Trustees. There are no sub-committees. The Trustees are also actively involved in the running of the CIO to try to keep overheads low. They seek to provide ongoing support to the paid staff and volunteers.

1.7 Risk Management

The Trustees review risk, including its financial procedures, on a regular basis and formally review the risk action plan on an annual basis, seeking to ensure all major risks to which the CIO might be exposed are identified, in particular those relating to the operations and finances of the CIO. The Trustees are satisfied that there are systems in place to mitigate the exposure to major risks.

2. OBJECTIVES AND ACTIVITIES

2.1 The Object of the CIO is:

the advancement of health in particular (but without limitation) by providing holistic care to patients and staff of the National Health Service and such other persons as the Charity Trustees may from time to time decide.

The Trustees currently aim to pursue this object primarily through employing Chaplains, either salaried or voluntary, to work in GP surgeries, and through other projects, training and conferences which may be appropriate

2.2 Review of the activities of the CIO

The CIO has built successfully on its developing systems and procedures to enable it to fulfil its objectives.

Our first objective is Patient Wellbeing Support. We continue to provide a Chaplaincy service to the population of two General Practices in Birmingham through a team of Voluntary Workers. We also continue to provide a Chaplaincy service the population of one General Practice in Tewkesbury. Here one Chaplains is paid and one is a Voluntary Worker. We have developed a bespoke database to enable and report on these services.

Our second objective is Staff Wellbeing Support. We continue the provided the award-winning scheme 'Professionals Together' to recently qualified junior doctors. This is funded by West Midlands Deanery and has its own-part-time administrator.

2.3 Outcomes and Impact

The CIO will implement procedures for monitoring and reviewing the performance of the Chaplains it employs.

A complaints procedure is in place.

2.4 Public Benefit

The Trustees are committed to improving the CIO's practice and ensuring that it delivers public benefit as it fulfils its objectives through the provision of chaplaincy. The Trustees have had regard to the guidance from the Charity Commission on reporting on Public Benefit. The CIO's services are available to all wishing to access them, including those of other faiths or none.

3. ACHIEVEMENTS AND PERFORMANCE

3.1 Our significant achievement has been the stable operation for a year of Primary Care Chaplaincy services in two areas and the reputation we are gaining for being a significant provider of these services in UK. It is also significant that we have been able to provide a wellbeing service to doctors through a formal arrangement with an NHS Education and Training body.

4. FINANCIAL OVERVIEW

4.1 Results

Details of the financial results for the period are given in the Statement of Financial Activities and the Balance Sheet on Page 6 and the accompanying notes on Pages 7-8.

The Trustees are delighted with the progress of the CIO in its initial year. With one project opened and others in preparation our performance was strong, with income of £29,015, mostly resulting from general donations and income from running our Tewkesbury Listening & Guidance service. Expenditure was £24,494 and most of this was spend on general administration and running the Tewkesbury centre, leaving a surplus for the year of £4,521. This will be applied in developing our services further during the coming year.

4.2 Going Concern

Having reviewed the level of funds available together with the future projected cashflow, the Trustees have reasonable expectation that that the CIO has adequate resources to continue its activities for the current financial year. Accordingly, they continue to adopt the going concern basis in preparing the financial statements.

4.3 Investment Policy

The CIO has no investments at the moment other than cash held in two accounts with CAF Bank.

4.4 Reserves Policy

The Trustees have set a level of reserves equal to three months' running costs.

5. FUTURE DEVELOPMENTS

The Trustees continue to focus on employing chaplains in GP surgeries and will continue to develop this programme, and also to support staff through other innovative initiatives.

Significant fundraising will need to be carried out in order to ensure that this can be achieved.

6. INDEPENDENT EXAMINER

An Independent Examiner has not been appointed, and turnover during the period was not sufficient for the CIO to require one. However, as turnover grows we anticipate engaging an Examiner in the very near future.

7. STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Charity law in England and Wales requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the policies adopted are in accordance with the appropriate SORP on Accounting by Charities and the Accounting Regulations and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue.

The Trustees are responsible for keeping proper accounting records which 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 Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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 declare that they have approved the Trustees' report above.

Signed on behalf of the CIO's Trustees by:


Dr Ross Bryson (Chair)
Date 13.11.23

WholeCare CIO

Statement of Financial Activities for the year ended 31st March 2023

		2023			2022		
	Notes	Unrestrict ed funds £	Restricted funds £	Total funds £	Unrestrict ed funds £	Restricted funds £	Total funds £
INCOMING RESOURCES							
Charitable activities	2	3041	12164	15205	0	0	0
Donations and grants	3	7621	6108	13729	6300	0	6300
Bank interest		<u>81</u>	<u>0</u>	<u>81</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL INCOMING RESOURCES		10743	18272	29015	6300	0	6300
OUTGOING RESOURCES							
Charitable activities	4	14315	10179	24494	1893	0	1893
Cost of generating funds	5	0	0	0	145	0	145
Governance costs	6	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL OUTGOING RESOURCES		14315	10179	24494	2038	0	2038
NET INCOME FOR THE PERIOD		-3572	8093	4521	4262	0	4262
FUNDS BROUGHT FORWARD		<u>4262</u>	<u>0</u>	<u>4262</u>	<u>0</u>	<u>0</u>	<u>0</u>
FUNDS CARRIED FORWARD		690	8093	8783	4262	0	4262

WholeCare CIO

Balance sheet as at 31st March 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Fixed assets		0	0	0	0
Current assets: debtors	8	0		0	
Cash at bank and in hand		8783		4562	
Creditors falling due within one year		<u>0</u>		<u>0</u>	
Net current assets			<u>8783</u>		<u>4262</u>
Net assets			8783		4262
Represented by:					
Unrestricted funds		1259		4262	
Designated funds		0		0	
Restricted funds	9	<u>7524</u>		<u>0</u>	
TOTAL FUNDS			8783		4262

Signed by Dr P H R Bryson
Chair of Trustees

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Notes forming part of the Financial Statements for the year ended 31 March 2023

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the period and in the preceding year.

(a) Basis of accounting: The financial statements have been prepared in accordance with the Charities Statement of Recommended Practice (Charities SORP FRS 102) as amended by Update Bulletins 1 and 2, Financial Reporting Standard 102 (FRS 102) and the Charities Act 2011.

(b) Fund accounting:

- Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the CIO
- Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Incoming resources: All incoming resources are included in the statement of financial activities when the CIO is entitled to, and virtually certain to receive, the income and the amount can be quantified with reasonable accuracy. Income represents gifts and donations, all of which arises within the UK.

2. Charitable activities

Charitable activities are those carried out by the CIO in pursuance of its charitable objectives. All of the income generated was from donations (see 3 below).

3. Donations

	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	Total 2022 £
Charitable trusts	1001	6108	7109	3000
Individual donations	<u>6620</u>	<u>0</u>	<u>6620</u>	<u>3300</u>
TOTAL	7621	6108	13729	6300

During the period donations totalling £6,620 were received from Trustees. £6801 was transferred to us for use by Professionals Together.

4. Total resources expended

	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	Total 2022 £
Administration	7924	2300	10224	1223
Fundraising	0	0	0	145
Employment – pay	0	6404	6404	0
Employment – other associated costs	2599	780	3379	0
Legal expenses	40	0	40	50
Meeting costs	0	56	56	0
Office expenses	1686	0	1686	403
Publicity and printing	227	0	227	<u>0</u>
Website and computing	<u>1829</u>	<u>649</u>	<u>2478</u>	<u>217</u>
TOTAL	14315	10847	24494	2038

5. Employees

The charity had one part-time employee during the period, working as a Chaplain in our Tewkesbury Listening & Guidance service. The Manager and the Company Secretary, supported by an administrative assistant, all of whom are self-employed and submit invoices for their remuneration, coordinated the work

of the CIO on a part-time basis, supported by the Trustees. There is also a separate part-time administrator for Professionals Together.

6. Directors' Remuneration & Related Party Transactions

No Directors received any remuneration during the period and no travel costs were reimbursed (2022: nil). No Director or other person related to the CIO had any personal interest in any contract or transaction entered into by the CIO during the period.

7. Taxation

As a charity, WholeCare CIO is exempt from tax on income and gains falling within section 505 of the Income and Corporation Taxes Act 1988 and s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the CIO as it had not commenced trading at the year end.

8. Debtors

There are no debtors.

9. Movements in Restricted Funds

As shown in the Balance Sheet, on 31st March 2023 the CIO held £7524 in restricted funds, representing two of our projects:

	Balance b/f 2022	Income 2023	Expenditure 2023	Balance c/f 2023
	£	£	£	£
Professionals Together	0	6108	2169	3939
Tewkesbury L&G	<u>0</u>	<u>12164</u>	<u>8010</u>	<u>3585</u>
TOTAL	0	18272	10179	7524