

# friends

of University College London Hospitals

reg. charity no. 266669

## Annual Report and Accounts for the year ended 31 March 2024

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# funding extras for patients and staff

## 1. Legal and administrative information

### Name of the Charity

The full name of the charity is the Friends of University College London Hospitals ('the **friends**'). The charity is registered with the Charity Commission for England and Wales, registration number 266669.

### Trustees and Officers

During the year, Gillian Vaughan Hudson was President of the **friends**, Diana Scarrott was Chair and Jo Baktis was Honorary Treasurer. The Trustees holding office during the year were:

Jo Baktis (Treasurer)  
Darrell Barnes (until January 2024)  
Leslie Brantingham  
Graham Cooper (from September 2023)  
Peter Harries  
Greg Hughes  
Ros Jacobs (Vice Chair)  
Diana Scarrott (Chair)  
John Sparrowhawk  
Angela Wedgwood

### Office

The Charity's office is at Trust Headquarters, 2<sup>nd</sup> Floor Central, 250 Euston Road, London NW1 2PG. The address for correspondence is Friends of UCLH, c/o UCLH Charity, 5<sup>th</sup> Floor East, 250 Euston Road, London NW1 2PG.

### Advisors

The Charity's bankers are Coutts and Co, 440 Strand, London WC2R 0QS.

The Independent Examiner is Geoffrey Frost BSc (Hons) FCA, Blue Spire Limited, Cawley Priory, South Pallant, Chichester, West Sussex PO19 1SY.

The Charity's Investment advisor is Tim Lavis, working with:

- CCLA Investment Management Limited, Senator House, 85 Queen Victoria Street, London EC4V 4ET
- Schroders Investments Limited, 31 Gresham Street, London EX2V 7QA
- Black Rock Fund Managers Limited, 12 Throgmorton Avenue, London EC2N 2D
- M&G Securities Limited, 10 Fenchurch Avenue, London EC3M 5AG



## 2. Structure, governance and management

The charity is an unincorporated association of members governed by a constitution first approved by the Charity Commission on 19 November 1973 and most recently amended and adopted on 11 November 2013. The constitution is currently under review to ensure that it meets the need of the charity as it evolves.

Decisions are made by the Trustees acting in committee. New trustees are proposed by the Committee of Trustees and elected by the Members at an Annual General Meeting. Additional Trustees may be co-opted by the Committee of Trustees at any time.

The **friends'** financial activities are administered on behalf of the Trustees by the accounting staff of University College London Hospitals Charity (charity registration number 1165398). The Trustees are very grateful to UCLH Charity for this help, especially as **friends** grants have increased in number and complexity. The **friends** are also indebted to UCLH NHS Foundation Trust which provides office and IT support, including space on the Trust website and central filing on the Trust network. This help is especially valued as we are a charity run mainly by volunteers.

## 3. Objects and activities

With the aim of helping the hospitals, their patients and staff, by providing facilities and amenities which are not available from the National Health Service, the objects of the **friends**, as set out in its constitution, are to *'relieve patients, former patients, staff and former staff of the hospitals within the UCLH NHS Foundation Trust and other persons in the community who are sick, convalescent, disabled, handicapped, infirm or in need of financial assistance and, generally, to support the charitable work of the hospitals'*. In pursuing these objects, the Trustees have regard to the guidance of the Charity Commission on public benefit. The **friends** are registered with the UCLH Trust's Charitable Funds Management Committee, as one of the Trust's 'associated' charities.

The **friends** invite requests for grants from hospital staff at all levels and across all UCLH hospital sites. Grants must fall within the objects and powers of the **friends** as specified in the constitution. In practice, the only restriction is that grants are not given for individual staff or patient use. The **friends** would not, for example, give a grant to a staff member for attendance at a conference. Reliance on the imagination of staff continues to be one of the **friends'** key messages, so important that two prizes are awarded each year for imaginative grant applications.

## 4. Achievements, performance and plans

The statement of financial activities (page 7 and accompanying chart on page 4) show a substantial fall in spending on charitable activities in 2023-24. This is mainly because a large grant decision – to restore chapel organ in the National Hospital for Neurology and Neurosurgery which was reported in the 2022-23 accounts, even though the spending would not be incurred until later. If spending in 2022-23 and 2023-24 is averaged it is close to the level in the previous three years (see chart).

An additional factor in 2023-24 is that some unspent grants from prior years were written back in 2023-24. Sometimes applicants decide not to go ahead with a grant, or they may find funding from a different source without telling us. We have now tightened up how each grant is 'minded' by a **friends** trustee.



This ensures that a grant is still needed and that costs are being charged to us correctly. As well as being a necessary control this helps our trustees understand the hospital's needs and processes and we are grateful to applicants for working with us in this way.

We are pleased to report that the organ project was successfully completed this year, with an inaugural recital held in April. We record our thanks to the National Brain Appeal who shared the cost equally with us, the restoration would not have been possible without this help. We are also grateful to members who contributed to a special appeal which raised £15,248 towards the **friends** contribution of £59,500. We acknowledge especially generous donations from the Murley Family Foundation (£5,000) and the Purcell Club of Westminster Abbey (£1,500).

Looking ahead, current plans are focused on updating our constitution and examining options for running the friends as an independent charity in the longer term. We will also be encouraging grants which benefit patients. Note 6 on page 12 shows that only 12% of charitable spending in 2023-24 went towards improving patient experience. As a charity providing extras for patients and staff, we will be looking harder for patient extras in the year ahead, while still supporting staff where we can.

## 5. Financial

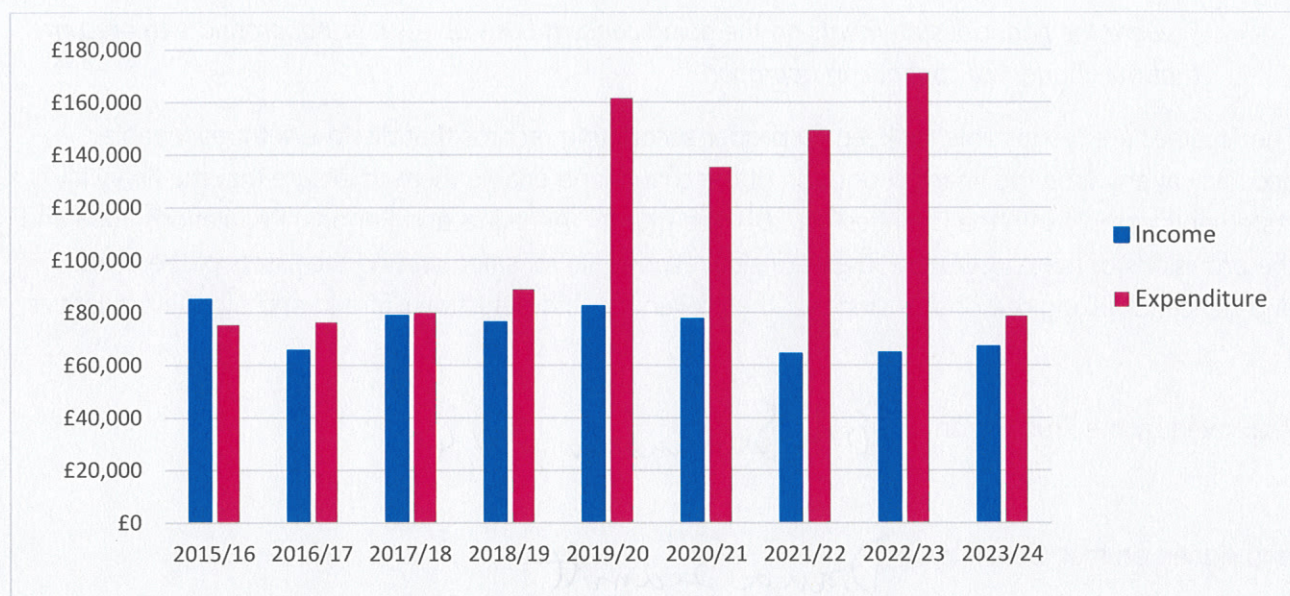
At £67,070, income in 2023-24 shows a small increase (2022-23 £64,773). The organ appeal contributed, generating £13,848 by the end of 2023-24. Other donations to general funds included £5,000 from the Astor Foundation, a regular and generous supporter, and £5,000 from the UCLH Charity.

The balance sheet shows that the value of the charity's investments reduced this year, because of sales needed to pay for the organ. As a result dividends decreased slightly to £31,074 (£33,588 in 2022-23). Sales included £30,000 from Black Rock and £30,000 from Schroders in July 2023. The Black Rock fund was closed in March 2024.

Second hand book sales resumed in February 2023 and generated £1,599 in 2023-24.

This chart uses statements of financial activity over nine years to show the long-term picture on spending and income. As has already been explained, accounts for 2022-23 and 2023-24 are best read together. The underlying plan is to increase income rather than to reduce expenditure.





The Trustees aim to maintain a level of reserves sufficient to meet the charity's ongoing commitments, allowing for fluctuations in the returns that these generate. 2023-24 was the charity's fourth year without staff and therefore without ongoing salary commitments. The **friends** is now run entirely by volunteers, apart from the financial management help provided by UCLH Charity. This increases the opportunity for charitable spending. Spending on administration and fund-raising rose slightly in 2023-24, to £3,912 (2022-23 £3,393) but was still at a low level. Donations to the friends go almost entirely into charitable activity, a message that we want to be more widely understood.

A formal review of the **friends'** investments is made once a year, overseen by the Honorary Treasurer and the charity's independent advisor. The balance sheet on page 8 shows that at 31 March 2024, £685,659 was held in investment funds and £97,509 in cash (£832,014 and £48,125 a year earlier). Creditors (£69,694) represent accrued grants awarded, trade creditors and other accruals (£170,534 in 2023).

The Trustees hold units in common investment funds which meet two key requirements of the reserves policy outlined above: provision of a regular income to supplement donation income, and protection of the capital value of the investments consistent with policies on grant giving.

## 6. Statement of Trustees' responsibilities

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of 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;*
- *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 Charity (Accounts and Reports) Regulations 2008 and the provisions of the 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.

Approved by the Trustees on

18th September 2024

and signed on their behalf by:

Diana Seamitt

Chair



## 7. Independent examiner's report to the Trustees of the Friends of University College London Hospitals

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 March 2024 which are set out on pages 7 to 13.

### Responsibilities and basis of report

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

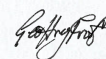
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

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

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

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



Geoffrey Frost BSc (Hons) FCA

Blue Spire Limited

Cawley Priory

South Pallant

Chichester

West Sussex PO19 1SY  
23 September 2024



## 8. Statement of financial activities for the year ended 31 March 2024

	Note	Unrestricted total funds 2023-24 £	Unrestricted total funds 2022-23 £
<b>Income and endowments from:</b>			
Donations and legacies	2	31,788	30,219
Investments	3	33,683	34,261
Other income		1,599	293
<b>Total</b>		<b>67,070</b>	<b>64,773</b>
<b>Expenditure on:</b>			
Raising funds - office costs	4	2,098	2,025
Promotion/fundraising		1,814	1,368
Charitable activities	5	74,940	167,688
<b>Total</b>		<b>78,852</b>	<b>171,081</b>
<b>Net income/(expenditure)</b>		<b>(11,782)</b>	<b>(106,308)</b>
Net gains/(losses) on investments		22,084	(48,198)
<b>Net income/(expenditure) and movement in funds</b>		<b>10,302</b>	<b>(154,506)</b>
<b>Reconciliation of funds:</b>			
Total funds brought forward at start of year	11	717,505	872,011
<b>Total funds carried forward at end of year</b>	<b>11</b>	<b>727,807</b>	<b>717,505</b>



## 9. Balance sheet

	Note	Unrestricted total funds 31 Mar 2024 £	Unrestricted total funds 31 Mar 2023 £
<b>Fixed assets</b>			
Investments	8	685,659	832,014
<b>Current assets</b>			
Debtors	9	14,333	7,900
Cash at bank and in hand		97,509	48,125
<b>Total current assets</b>		<u>111,842</u>	<u>56,025</u>
Creditors: amounts falling due within one year	10	(69,694)	(170,534)
<b>Net current assets</b>		<u>42,148</u>	<u>(114,509)</u>
<b>Net assets</b>		<u>727,807</u>	<u>717,505</u>
<b>Funds</b>	11		
General funds		727,807	717,505
		<u>727,807</u>	<u>717,505</u>

The notes numbered 1-11 form part of these accounts.

Approved by the Trustees on 18th September 2024

and signed on their behalf by: Diana Scamth

Chair



## 10. Notes to the financial statements

### 1. Accounting policies

#### 1.1 Basis of accounting

The **friends** of UCLH is an unincorporated charity registered in England and governed by a constitution. The charity's operations and principal activities are set out in the Trustees' report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with:

- Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019.
- the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- the Charities Act 2011
- UK Generally Accepted Practice

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

#### 1.2 Statement of cash flows

The charity does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

#### 1.3 Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

Investment income is earned through holding assets for investment purposes such as shares. It includes dividends and interest. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised because of the charity's right to receive payment.

#### 1.4 Recognition of expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, where it is probable that the settlement will be required and where the amount of the obligation can be measured reliably. It is categorised under expenditure on charitable activities and includes upkeep of the charity's properties and the cost of administering the activity of the charity.

Support costs are those that assist the work of the charity but do not directly represent charitable activities. They include office costs and governance costs incurred directly in support of expenditure on



the objects of the charity and on raising funds for the charity. Support costs are allocated to expenditure on charitable activities and raising funds on a basis consistent with the use of those funds.

### 1.5 VAT

The charity is not registered for VAT and is unable to recover VAT incurred. On this basis costs are recorded inclusive of VAT within the SoFA.

### 1.6 Fixed asset investments

Investments are recognised initially at fair value, which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains/(losses) on investments' in the SoFA where investments are publicly traded, or their fair value can otherwise be measured reliably.

### 1.7 Debtors receivable and creditors payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

### 1.8 Taxation

The charity is considered to pass the tests set out in sections 521 to 536 Income Tax Act 2007 (ITA 2007). As such, no income tax is payable on the charity's activities.

### 1.9 Funds structure

Unrestricted income funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. Designated funds are a portion of unrestricted funds set aside by the Trustees for a particular purpose and represent the investment assets of the charity.

### 1.10 Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to continue as a going concern.

## 2. Donations and legacies

	Unrestricted total funds 2023-24 £	Unrestricted total funds 2022-23 £
Donations and subscriptions	18,958	10,810
Legacies	-	1,917
Grant from UCLH Charity	5,000	10,000
Grant from Astor Foundation	5,000	5,000
Donated professional services	2,830	2,492
	<u>31,788</u>	<u>30,219</u>



Donated professional services are accountancy services provided by UCLH Charity. The equivalent amount is allocated to the 'support' costs, the costs of generating voluntary income – see note 5.

### 3. Investment income

	Unrestricted total funds 2023-24 £	Unrestricted total funds 2022-23 £
Common investment funds within the UK	31,074	33,588
Bank deposit income	2,609	673
	<u>33,683</u>	<u>34,261</u>

### 4. Analysis of support costs

Spending on raising funds in the SoFA, £2,098 (£2,025 in 2022-23) is based on the following apportionment.

Expenditure type	2023-24 total costs £	Basis of apportionment	Raising funds – office costs £	Charitable activities £
Office costs	1,154	Split equally, other than specific items	577	577
Independent examiner	660	Split equally, other than specific items	330	330
Insurance	212	Split equally, other than specific items	106	106
Donated accountancy	2,831	Allocated on time	1,085	1,746
	<u>4,857</u>		<u>2,098</u>	<u>2,759</u>

### 5. Analysis of charitable expenditure

	Grant funded activity £	Support costs (note 4) £	Unrestricted total funds 2023-24 £	Unrestricted total funds 2022-23 £
Improving environment	30,000	736	30,736	94,082
Improving patient experience	8,952	220	9,172	12,582
Support for staff activities	68,632	1683	70,315	65,275
Equipment for staff use	4,876	120	4,996	5,058
Grants written back	(40,279)	-	(40,279)	(9,039)
	<u>72,181</u>	<u>2,759</u>	<u>74,940</u>	<u>167,688</u>



## 6. Grants awarded during the year

	2023-24		2022-23	
	Number of grants	Aggregate amount paid £	Number of grants	Aggregate amount paid £
Improving environment	1	30,000	4	92,702
Improving patient experience	12	8,952	9	12,397
Support for staff activities	118	68,632	116	64,317
Equipment for staff use	2	4,876	3	4,984
Grants written back	-	(40,279)	-	(9,309)
	<u>133</u>	<u>72,181</u>	<u>132</u>	<u>165,091</u>

The **friends** approved grants of £72,181 during the year, ranging in size from £50 to £30,000.

All grants supported patients or staff of the UCLH NHS Foundation Trust.

In 2022 the trustees agreed to make an annual grant of £30,000 for the three years to 31<sup>st</sup> March 2025 towards the UCLH Trust Arts and Heritage Fund. This is contingent on an equivalent grant being made in those years by UCLH Charity.

## 7. Staff costs and trustee remuneration

No staff are currently employed (2022-23: none).

None of the charity's trustees received remuneration. Trustees were reimbursed £120 in expenses during the year under review. (2022-23: £171)

## 8. Fixed asset investments

	2024	2023
	£	£
Market value at start of year	832,014	880,212
Additions at cost	-	-
Disposals at market value	(172,335)	-
Net gain/(loss) on revaluation	<u>26,000</u>	<u>(48,198)</u>
Market value at end of year	<u>685,659</u>	<u>832,014</u>
Historic cost	527,282	633,192

All investments are held in the UK in common investment funds:

	Market value at 31 March 2024 £
COIF Charities Investment Fund Income Units	177,838
Schroder Charity Equity Fund Income Units	132,210
COIF Charities Property Fund Units	132,992
COIF Global Equity Income Fund Income Units	126,166
M&G Charifund Income Units	<u>116,453</u>
	<u>685,659</u>



## 9. Debtors

	2024	2023
	Total funds	Total funds
	£	£
Prepayments and accrued income	14,333	7,900
	<u>14,333</u>	<u>7,900</u>

## 10. Creditors: amounts falling due within one year

	2024	2023
	Total funds	Total funds
	£	£
Trade creditors	158	517
Grant creditors	59,125	108,859
Other grant creditors – Organ restoration	9,569	60,000
Accruals	842	1,158
	<u>69,694</u>	<u>170,534</u>

## 11. Analysis of unrestricted funds

	Balance at 31 March 2023 £	Incoming resources £	Resource s expended £	Transfers £	Gains and losses £	Balance at 31 March 2024 £
General funds	717,505	67,070	(78,852)	-	22,084	727,807
	<u>717,505</u>	<u>67,070</u>	<u>(78,852)</u>	<u>-</u>	<u>22,084</u>	<u>727,807</u>