



Highland Hospital Radio

**Inverness Hospitals Broadcasting
Service SCIO SC052323**

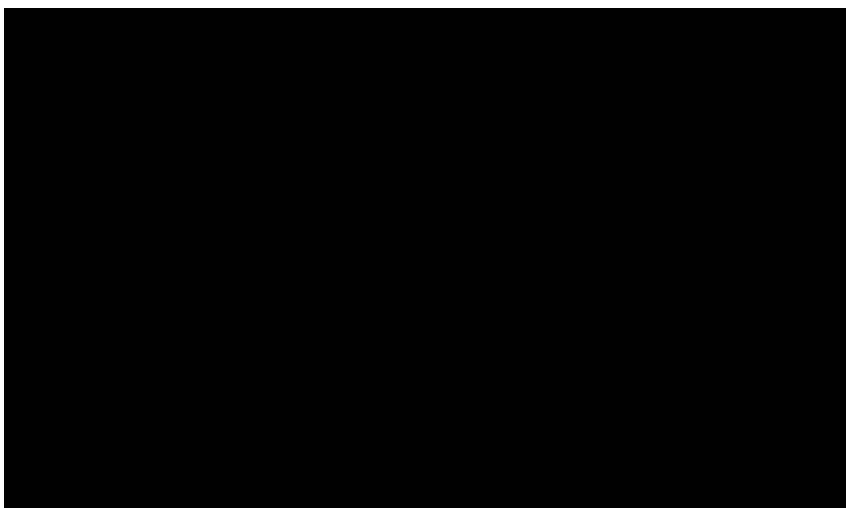
Trustees' Annual Report

1st April 2024 to 31st March 2025

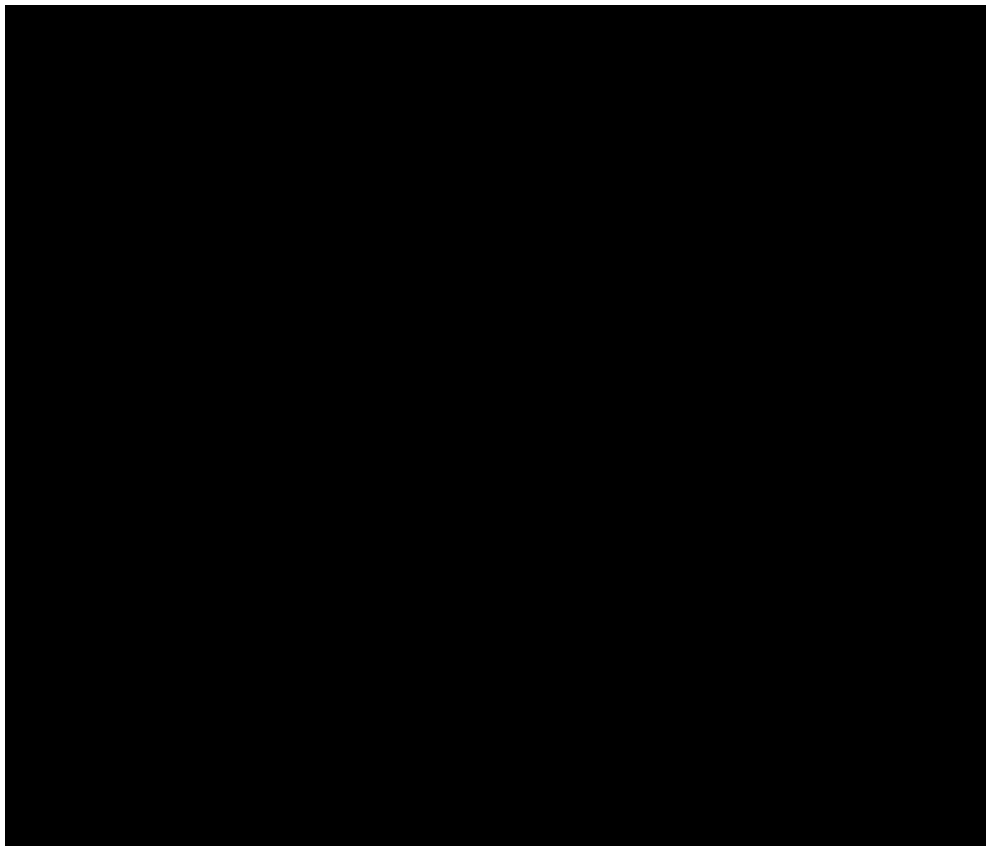


Inverness Hospitals Broadcasting Service SCIO (k/a Highland Hospital Radio)

Scottish Charity Number: SC052323



Charity Trustees



Objectives and activities

The aims and objectives of the charity are.

- To produce and broadcast mixed genre music programming and spoken word programming consisting of discussion and interviews to:
- Improve the mental health and well-being of those receiving treatment at an NHS Highland (or associate healthcare within NHS Highland area) facility.
- Promote positive health and well-being with content from the Scottish Government, NHS Highland and local charities whose purpose is to aid well-being to reduce the likelihood of persons requiring treatment at an NHS Highland (or associate healthcare within NHS Highland area) facility.

These aims and objectives have been carried out by producing 25 hours per week of music content shows with a various selection of genres including programming dedicated to playing listeners requests.

The charity has involved local health charities to record programming that allows them to promote their services to our listeners

The charity has supported local events by attending and providing PA facilities and live broadcasts to promote events.

Structure, governance and management

Type of governing document

The Trust is an incorporated body and is regulated by its constitution.

Trustee recruitment and appointment

Trustees are appointed each year at the AGM. Trustees are appointed based on a vote of the membership and must have 12 months membership of the charity to be eligible.

Achievements and performance

New Name, same service to patients

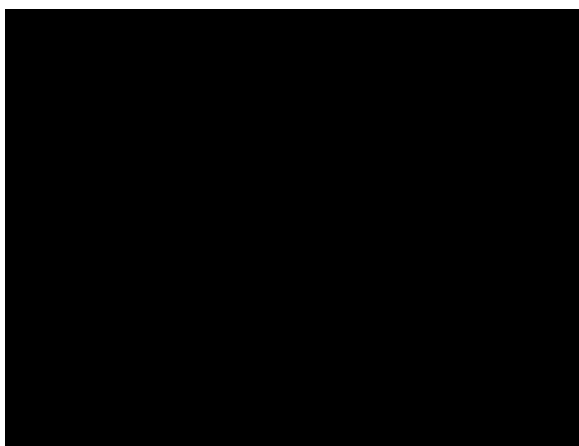
As the rollout of free patient wi-fi rolls out across the NHS Highland region, we wanted patients to feel that their hospital radio service was inclusive for the whole region. We also wanted to attract volunteers from the entire area.

Therefore, in November 2024 Inverness Hospital Radio changed its known name to Highland Hospital Radio.



Highland Hospital Radio

The web site became www.hhr.scot

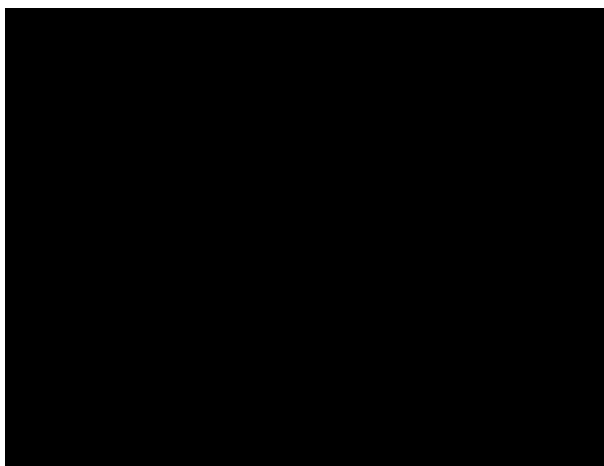


Fundraising Success

Once again our volunteers and quiz fans came out in force to raise funds for our service in our annual quiz night raising just under £2,000 to support our service. Our quiz also returned the Raigmore Recreation Hall and we were grateful to the hall committee for allowing us to host the event for free.

Youth Outreach

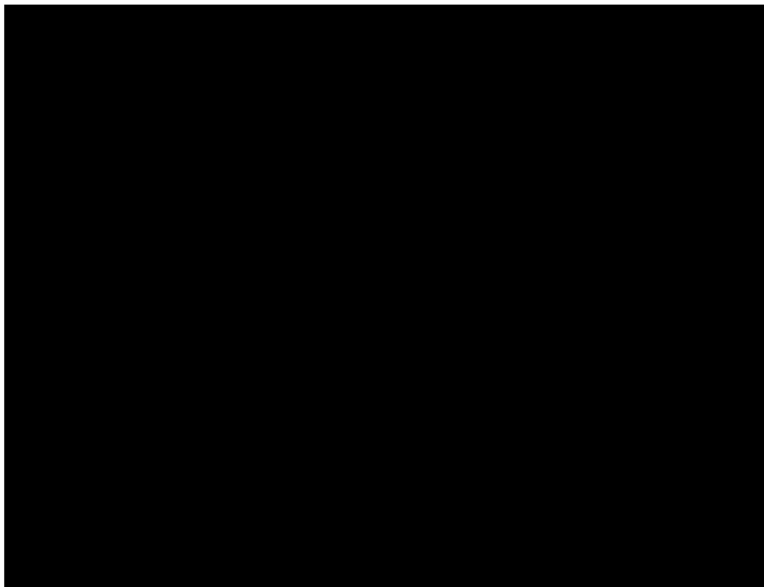
In November, we visited Millburn Academy to work with S3 and S4 Creative Industry pupils as part of their learning in media. The pupils then visited the studios where they recorded song intros and produced some Millburn Academy Christmas jingles. This was the first visit of two from Millburn Academy during the year as we welcomed a group of S3 pupils in March as part of the Youth and Philanthropy Initiative.





Brownie Take Over

Our team worked with a local Girl Guiding Brownie unit to let them produce their own radio show. We ran sessions on News and Advert creation and show presentation which included the girls from the unit creating their own radio show. The girls also visited our studios and enjoyed seeing how their production was broadcast to our listeners. Hopefully we have some future volunteers already considering joining the service.



Belladrum 2024

Our team once again hit the fields at the Belladrum Tartan Heart Festival. Our listeners enjoyed interviews with the big name acts appearing on the stages, but we also spent time meeting the charities and health & wellbeing organisations that feature at the festival, helping to highlight services available to the NHS Highland Community.

Celebrating Success

receives her award in the 'Best Newcomer' category at the Hospital Radio Awards from Highland Hospital Radio Chair

The service also received nominations for station of year and

received a nomination for Best Female Presenter.

We have continued to work with dozens of local Charities and Health & Well Being groups to inform our community of the services that are available to them to benefit their well-being. These collaborations also create interesting and engaging spoken word content for listeners to enjoy during their recovery



We continue to produce local programming that puts our hospital community at its heart. Entertaining patients and those in the NHS Highland area, whilst also informing and supporting.



Broadcast Listening Figures

Live Web Listening

Our total listening hours for the 2024/25 period was 38,257 steaming hours. This is an increase of 36% on 2023/24. This figure has stabilised more recently and the next committee year should focus on increasing our reach and listenership.

Listen Again Listening

Our total listen again figure for the 2024/25 period was 806 hours. This figure has dropped since the previous year. We are still making all of our programming available to listen again, however some feedback suggests that listeners are looking for specific shows which our website does not make easy. The next committee year should include a focus on making content available on a per show basis rather than the past 7 days.

Bedside Listening (Hospedia)

Our listening via the Raigmore television system is very poor and has not increased. Anecdotal evidence from our ward visitors showed that patients are not keen to use the system. When patients do want to use it, the system is often found to be defective, with no clear programme of maintenance taking place. The current committee have taken the decision to disconnect from this system in the next committee year. This decision will have negligible impact on the service listening area and will allow the broadcast equipment to be streamlined in the studio removing this analogue output.

Financial review

Opening Balance	£4,998.29
Total Income	£4,995.61
Total Spending	£5,976.26
Closing Balance	£4,017.64

The charity received various donations throughout the year with the largest being from the Co-op amounting to £500. Our annual main fund-raising event, a music quiz took place and the net proceeds amounted to £1,884.45.

Expenditure on our studios continues to be our largest expense. The other main expense is Licences to allow us to maintain our musical output. Further fund raising will have to be undertaken in our pursuit of upgrading Studio 2 to digital.

A rebranding exercise was undertaken due to the change in the trading name and a great number of members took up the offer to purchase re designed clothing at cost.

Statement of the charity's policy on reserves

Of the total bank balance of £4,017.64 none of these funds are restricted.

For context, the funds are maintained for 3 specific aims

12 months running costs for the service. This takes the form of running costs for our broadcast services (streaming online and other broadcast services), public liability insurance and miscellaneous items such as printing etc. This equates to approximately £1600.

We rely heavily on IT equipment to maintain our service. In the event of a piece of equipment failing, this can result in a loss to our ability to

broadcast. Therefore, we maintain £1000 (the equivalent of two PCs) for this.

All remaining funds are focussed on our studio upgrade project. Our studios are 25 years old and the broadcast equipment is original from them. We require approximately £20k to completely renew our studios which we are doing 'bit by bit' as our funds allow.

Details of any deficit

The service does not have a deficit this year.

Donated facilities and services

Our studio facility, the electricity and broadband connection are given in kind by NHS Highland.

We receive the service of Microsoft Business Basic for IT software and email services for free via grant from Microsoft

Future plans

The next committee will need to focus attention on increasing reach across the wider NHS Highland area. More outside broadcast or public appearances will be necessary. More support from the wider membership of the charity will also be required to achieve this.

The creation of a dedicated outreach and fundraising officer will be critical to do this.

The service is still not well known enough. The next committee will need to address this to ensure the charity is fulfilling it's aims and objectives to the community

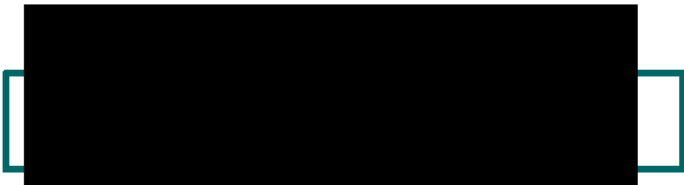
Additional information

Declaration

Signed on behalf of the charity trustees:



Print name



Designation

Chair

Date

01 April 2025

APPENDIX 3

Disclosure section

Only complete if the examiner needs to highlight material problems.

Give here brief details of
any items that the
examiner wishes to
disclose

Receipts and payments accounts

For the period
from

01

04

2024

to

31

03

2025

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	683	-			683	3,709
Members Donations	1,065				1,065	750
Sale of Equipment	203				203	998
Receipts from fundraising activities	1,999				1,999	1,731
Gift Aid received	274				274	-
Sale of Vinyl	-				-	1,247
Sale of Branded Clothing	663				663	-
Sale of Mugs & Badges	110				110	-
Cashback					-	-
A1 Sub total	4,997	-	-	-	4,997	8,435
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	4,997	-	-	-	4,997	8,435
A3 Payments						
Expenses for fundraising activities	40				40	91
Equipment & Repairs	1,893				1,893	5,917
Computer & Media	310				310	43
PPL Licence & HBA Sub	1,295				1,295	1,926
Insurance	370				370	387
Printing, Stationery & Advertising	-				-	-
Conference & AGM Expenses	200				200	-
Telephone & Broadband	-				-	-
Miscellaneous Expenses	31				31	61
Post & Carriage	7				7	586
Branded Clothing, Lanyards, Mugs	1,831				1,831	
A3 Sub total	5,977	-	-	-	5,977	9,011
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	5,977	-	-	-	5,977	9,011
Net receipts / (payments)	(980)	-	-	-	(980)	(576)
A5 Transfers to / (from) funds					-	
Surplus / (deficit) for year	(980)	-	-	-	(980)	(576)

Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	4,998				4,998	5,574
	Surplus / (deficit) shown on receipts and payments account	(980)	-			(980)	(576)
						-	
						-	
	Cash and bank balances at end of year	4,018	-	-	-	4,018	4,998
	(Agree balances with receipts and payments account(s))						

Details	Fund to which asset belongs	Market valuation to nearest £	Last year to nearest £
B2 Investments			
	Total	-	-

Details	Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets				
	Total	-	-	-

Details	Fund to which liability relates	Amount due to nearest £	Last year to nearest £
B4 Liabilities			
	Total	-	-

Details	Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities			
	Total	-	-

Signed by one or two trustees
on behalf of all the trustees

[Redacted Signature]

Date of
approval

24/7/25
19/6/25



Office of the Scottish Charity Regulator

Independent examiner’s report on the accounts v2

Report to the trustees/members of	Charity name Inverness Hospitals Broadcasting Service (SCIO)																						
Registered charity number	SC052323																						
On the accounts of the charity for the period	<table><tr><td colspan="3">Period start date</td><td></td><td colspan="3">Period end date</td></tr><tr><td>Day</td><td>Month</td><td>Year</td><td></td><td>Day</td><td>Month</td><td>Year</td></tr><tr><td>01</td><td>04</td><td>2024</td><td>to</td><td>31</td><td>03</td><td>2025</td></tr></table>		Period start date				Period end date			Day	Month	Year		Day	Month	Year	01	04	2024	to	31	03	2025
Period start date				Period end date																			
Day	Month	Year		Day	Month	Year																	
01	04	2024	to	31	03	2025																	
Set out on pages	(remember to include the page numbers of additional sheets)																						
Respective responsibilities of trustees and examiner	The charity’s trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.																						
Basis of independent examiner’s statement	My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.																						
Independent examiner’s statement	<p>In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]</p> <p>1. which gives me reasonable cause to believe that in any material respect the requirements:</p> <ul style="list-style-type: none">to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, andto prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> <p>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p>																						
Signed:		Date: 5th May 2025																					
Name:																							
Relevant professional qualification(s) or body (if any):																							
Address:																							

*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the