

Brighton and Sussex University Hospitals NHS Trust Charitable Fund

Annual Report and Accounts 2017-18

Brighton and Sussex
University Hospitals

Charity

making it better



The Princess Royal Hospital
The Royal Sussex County Hospital
The Royal Alexandra Children's Hospital
The Sussex Eye Hospital

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The Charity's annual report and accounts for the year ended 31 March 2018 have been prepared by the Corporate Trustee in accordance with the Charities Act 2011 and regulations made under section 154 of that Act. The Charity's report and accounts include all the separately established funds for which the Brighton and Sussex University Hospitals NHS Trust is the sole beneficiary.

Message From the Chair

It is my pleasure to present the Annual Report and Audited Financial Statements for the Brighton and Sussex University Hospitals (BSUH) NHS Trust Charitable Fund for the year ending 31 March 2018.

The Charity's sole focus is improving the experience of patients in our hospitals. The generosity of our supporters allows us to buy equipment, improve the hospital environment, provide specialist training for staff and support research projects to further understanding.

There is strong affection for each of our hospitals: the Princess Royal Hospital, Royal Sussex County Hospital, Royal Alexandra Children's Hospital and the Sussex Eye Hospital. It is inspiring to see that affection translated into fundraising efforts whether that be bake sales, marathon running, legacies or remembering us during difficult times.

In 2017-18 we received donations and legacies of £1,282k. This year, income from our investments was £331k. Together with other income this gave us a total of £1,686k. During the year the Charity spent £1,834k on charitable activities which includes patient welfare costs and expenditure on medical equipment, helping the BSUH Trust go above and beyond what it can achieve with its own resources.

The Charity has ambitious plans to increase its fundraising. Our aim is to build a culture of philanthropy and to spend the funds we have on helping departments and wards across the BSUH Trust.

It is crucial for the trustees to ensure the Charity has robust governance, risk, legal and compliance practices in place. We want to be known for our effective engagement and stewardship of donors, innovative and inspirational fund raising activities and, of course, for our demonstrable success in delivering significant benefit for the patients of Brighton and Sussex University Hospitals Trust.

This Annual Report lays out how we are moving in that direction and details examples of where the donations of our generous supporters have really made a difference for the patients in our hospitals.

Thank you on behalf of the Trustees to each and every one of you who have supported the Charity with donations, legacies, volunteering or in other ways to show how much you care.

Martin Sinclair

Chair of Charitable Funds Committee



Martin Sinclair

Chair of Charitable
Funds Committee



Sarah Tasker
Director BSUH Charity

Message from the Director

We have an amazing opportunity at the Charity to harness the affection our hospitals are held in and make a real difference for patients. This year saw real progress in updating and developing on our existing structure and processes to lay the foundations for the future.

The Charity's five year strategic plan was approved by the Trust Board in October 2016. I am very proud of being able to play my part in taking the trustees' strategic vision forward.

Historically, our proactive fundraising activity has been extremely limited and growing the Charity is a significant undertaking and we are still early in this journey. However, a year into delivery of the strategic plan, progress has been made in all of the key areas.

From the Charity's office at the Sussex Eye Hospital in Brighton you can see the cranes rising high above the construction site at the Royal Sussex County Hospital. In 2017, they were preparing the deep foundations for the hospital's new buildings and in some way, this mirrored our work developing the Charity.

The Charity is a vehicle for thankful patients and others to give back to those that care for them. Our aim is to create a supporter community whom we understand and engage with on a regular basis, inspiring repeat donations and potential legacies. To do this, we began work to raise the Charity's profile with staff and patients across the BSUH Trust and in the wider community.

Opening a small public facing office, agreeing a fundraising strategy and spend approval protocol are just some of the steps taken to ensure we have the systems and processes in place to meet the challenges of fundraising in the decades ahead.

More efficient fundraising will mean more funds to invest in kit and training to help us to improve the experience of our patients. It can help in many ways including medical equipment to the provision of more comfortable seating in waiting areas, or helping fund the installation of artworks to improve the hospital environment.

You may notice that this Annual Report contains more specific details of BSUH Charity's work than in previous years. In future, we will be working even harder to communicate both with staff and supporters about who we are, how they have helped us raise funds and how the money so generously donated is spent to benefit BSUH patients.

Sarah Tasker
Director BSUH Charity

About the Charity

The Charity exists to enhance the care and services provided by the BSUH NHS Trust.

We still have a collection box from the early 20th century which refers to 'the League of the Golden Penny', suggesting a penny a week donation. On its last recorded opening in 1937 it was noted to have contained donations totalling 1s 3d.

The Charity was registered with the Charity Commission in its current form in 1995.

In the more than two decades since, despite a lack of any proactive fundraising campaigns, there has been significant income received into the Charity by way of donations and legacies of £1,282k; income from our investments was £331k which gave us a total of £1,686k.

In 2014, the Trustee's engaged the Philanthropy Company to help understand the potential for the Charity to do more to support patients and staff across the Trust.

In 2016, the first Charity employee was appointed and developed a strategy with the aim to build the Charity over a five year period into a recognised, much loved local resource supporting the NHS. The strategy focuses on raising awareness and increasing fundraising activity thereby enabling more to be spent on helping improve care across our four hospitals.

The way forward

The Charity's vision was defined and made transparent:

Our vision: Improving the experience of every patient

Our mission statement: We partner with the BSUH NHS Trust in delivering great outcomes and experiences for patients by fundraising and investing in equipment, training and causes that have a clearly identifiable patient benefit.

Our core priorities:

- Creating more patient friendly environments
- Providing equipment for diagnosis and treatment
- Supporting staff development to provide even better care
- Advancing understanding through innovative research

Today, our supporters can choose to donate to our general fund, or to a particular ward or department. The Charity works closely with frontline clinical staff who guide the purchases made. From jigsaws to chairs, and from a lick of fresh paint to warm blankets and blood pressure monitors, we are helping to make it better for patients.



Original early collection box

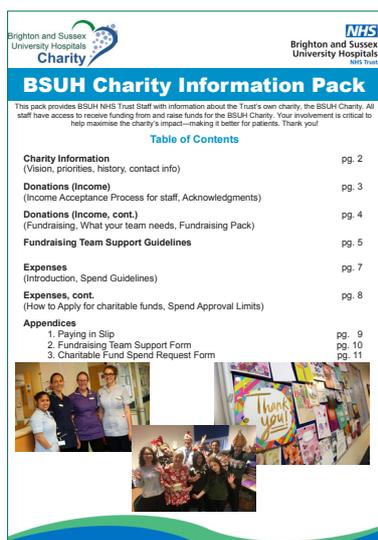


Highlights of the Year

Fundraising

Raising the profile of the BSUH Charity amongst both staff and patients is key to increasing fundraising opportunities.

This year we ensured information about the charity is included in the BSUH NHS Trust’s staff Induction Pack given to all new staff. We provided regular stories about the charity’s work for the Trust’s internal communications.



We built on our network of Charity Angels. The Charity Angels are the eyes and ears of the Charity. They are staff who volunteer to be a voice for us with patients and visitors.

This year saw the introduction of new laws on the handling of personal data (General Data Protection Regulation). The Charity reviewed its procedures to ensure we are compliant with legislation around protecting data, and can continue to communicate with our supporters in an effective and timely manner.



A new office and pop-up hub

The Charity opened an office at the entrance to the Sussex Eye Hospital, allowing staff, patients, and visitors to drop by and find out more about us, the work we do, how to apply for funds and how to make a donation.



Fundraising manager Jessica Burgess at the BSUH Charity Office

We also began unfurling our new banners at pop-up hubs across the Trust. These are staffed by volunteers, and help to ensure the Charity is increasing awareness of its work in different locations. They also allow staff and patients to stop for a chat to find out more about us.



Charity volunteer Peter at the Pop up hub at the Princess Royal Hospital

Community Fundraising Events

Volunteers in the community hosted bake sales and custom scooter shows to raise funds for the Charity. We were also able to support runners and cyclists taking on big challenges as they bid to bring in funds.

Nine runners ran the Brighton Half Marathon in February 2018 to raise money for the BSUH Charity. More than £3,000 was raised for a few areas within the Trust such as the Ultimate Urgent Care Centre Campaign, the Royal Alexandra Children’s Hospital, The Elton John Clinic, and the Intensive Care Unit at the Royal Sussex County Hospital.



Team BSUH at Brighton Half Marathon

The BSUH Charity announced its first 2017 Charity of the Year partnership with the Franklyn Road Southern Co-op store in Haywards Heath that is frequently used by staff and patients heading to The Princess Royal Hospital (PRH). The shop kept collection boxes at their tills and hosted a book sale to help their local hospital.



A member of staff organised a charity pub quiz in Brighton. Teams from across the Trust took part, having fun and raising more than £140 at the same time. The winning team got to choose where the money would be spent. It will be used to improve the visiting environment for patients and visitors.



As part of the 2017 Christmas Campaign a Christmas Jumper Day was held. More than 16 teams from departments across the Trust got into the festive spirit and raised almost £350. The money went towards the Spread Christmas Smiles Campaign which provided festive cheer throughout the Trust on December 25th. Charity funds paid for mince pies for patients, and for Christmas dinner for all Trust staff working Christmas Day.



Impact: Making it better

The charity exists to enhance our care and services, helping us to go above and beyond what we can do with core government funding. Here are some examples of how public donations were spent in this year.

Environmental Improvements

The first phase of the **BSUH Charity's Ultimate Urgent Care Centre Campaign** was completed in the autumn of 2017 thanks to the generosity of the local community. Patients at Royal Sussex County Hospital now arrive to an upgraded waiting area with comfy seating and creative décor including art works chosen by Onward Arts, the hospital arts programme funded by the Charity.



UCC Refurb

Charity funds helped the **Antenatal department** in Thomas Kemp Tower undergo a fantastic refurbishment. The new area ensures a fluid check-in process, a bright yet calming environment, where reception staff are ready to help. Staff worked closely with the Estates and IT teams to change the space, opening it up to create an environment that expecting mums, partners, and staff can all appreciate.



Antenatal department

RESEARCH AND STAFF DEVELOPMENT

The Trust's libraries

ensure frontline teams have access to the most recent medical breakthroughs in research. Through charitable donations, the librarians are able to purchase the latest editions of medical journals and research papers for both branches: Audrey Emerton Building and Princess Royal Hospital.

Simulation equipment, for example a model torso, was bought with charity funds. Experienced consultants can now train and develop junior doctors on site. Training this way improves team building and allows junior doctors to connect with more senior doctors in a fun, learning environment.

Brighton & South East Breast Day Conference

Charity funds supported the attendance of more than 50 team members at the Brighton & South East Breast Day conference at the AMEX Community Stadium. The study day provides an abundance of benefits for both staff and patients, including the creation of regional guidelines for cancer treatment and sharing ground-breaking, up-to-date, and evidence based treatment.

Equipment purchased with Charity Funds

Patient rehab

Donald Hall and Solomon wards at the Royal Sussex County Hospital stocked their rehabilitation gym with new equipment. Stock includes exercise balls and bands, finger boards, and Styrofoam rollers. Physical therapy plans help motivate and encourage patients, giving them confidence for when they are discharged.



New kit for rehab

The Royal Alexandra Children's Hospital

Children with diabetes now have one less blood test to wait for, thanks to advanced equipment bought with charity funds. It is vitally important to continually check the ketone levels in these young patients' blood. Previously IV blood tests had to be sent to the lab for review. The new kit reduces the wait, with ketone meters requiring just a simple finger prick done at the bedside - giving instant results.



A new ketone meter

The Diabetes Centre was able to upgrade equipment to include digital Doppler toe and ankle pressure index kits. The probes, accessories and Doppler aid the assessment of arterial disease and neuropathy, especially in patients with stiff or calcified arteries. Digital blood pressure monitors provide quick, updated readings for patients being monitored during dialysis.

Warm Blankets for eye patients

Contributions to the Sussex Eye Hospital's Charitable Fund enabled us to provide a blanket warmer with the capability to safely and evenly warm 10-12 blankets at a time.

Theatre staff had noticed that after operations patients in the recovery room seemed to be affected by the cold the most. The warm blankets ensure continuity of warmth from when patients leave operating theatres and are transferred to recover on Pickford Ward.



Blanket warmer

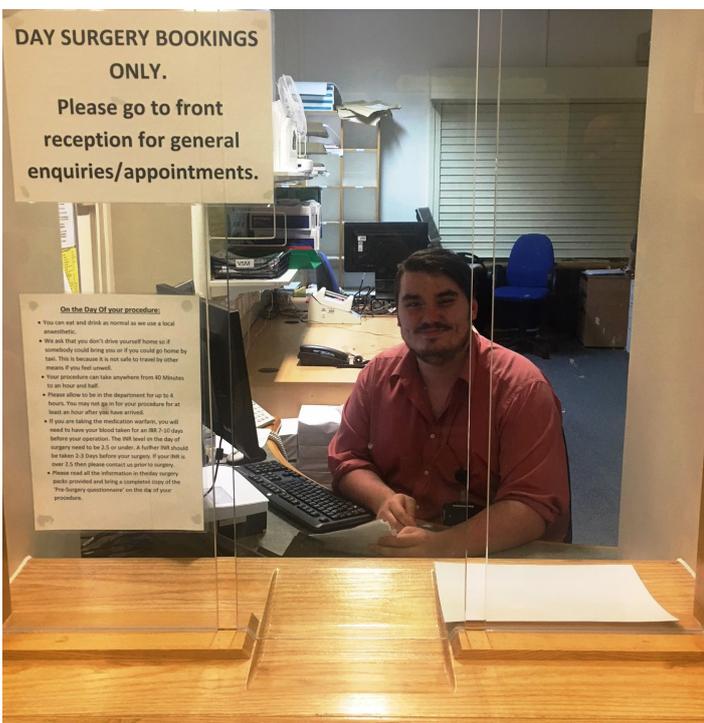
Case study - Dermatology

Before July 2017, patients needing follow-up appointments in the dermatology outpatients department were added to a special list and awaited a call from the booking team in Haywards Heath for scheduling.

The team in the dermatology department noticed that this was causing unnecessary distress and inconvenience for their patients. They decided to make the process easier and less stressful by expanding their service to include bookings for day-case procedures.



The team added an additional computer software system that enables them to provide the service so that day-case surgery appointments are managed within their current Patient Administration System. They also used charitable funds to reconfigure the reception area to accommodate a separate workstation solely dedicated to providing this additional service for patients.



Reducing waiting times

Patients now leave the department after discussing the admission procedure and with an information leaflet about the day case procedure which can be read and digested at their leisure.

Now, when patients come in for an outpatient appointment and need to be scheduled in for a day-case procedure, they are booked in before they leave the building.

Thanks to this additional service in the department, the team can regularly serve around 150 patients each month, and they reduced the waiting list from 150 patients to 20 within just four months.



Reference and Administrative Details

Registered name	Brighton and Sussex University Hospitals NHS Trust Charitable Fund
Working names	Brighton and Sussex University Hospitals Charity BSUH Charity
Registered address	The principle office for the Charity and the Corporate Trustee, it's Parent entity, is the same: Royal Sussex County Hospital Eastern Road Brighton East Sussex BN2 5BE
Contact details	E-mail: charity@bsuh.nhs.uk Tel: 01273 664708
Registered charity number	1050864
Principle professional advisors	Bankers: Nat West Government Banking Services Branch Premier Place 2½ Devonshire Square London EC2M 4BA Investment fund managers: BNY Mellon Fund Managers Limited Client Service Centre PO Box 12041 Brentwood CM14 9LS Auditors: Ernst & Young LLP Apex Plaza Forbury Road Reading RG1 1YE

Financial report and accounts 2017-18

The members of the NHS Trust Board who served during the year were as follows:

Mike Viggers	Chairman (from 1 April 2017)
Malcolm Reed	Non Executive Director
Joanna Crane	Non Executive Director (from 1 April 2017)
Jon Furmston	Non Executive Director (from 1 April 2017)
Lizzie Peers	Non Executive Director (from 1 April 2017)
Mike Rymer	Non Executive Director (from 1 April 2017)
Patrick Boyle	Non Executive Director (from 1 April 2017)
Martin Sinclair	Non Executive Director
Kirstin Baker	Non Executive Director
Graham Hodgson	Non Executive Director (to 30 November 2017)
Marianne Griffiths	Chief Executive (from 1 April 2017)
Karen Geoghehan	Chief Financial Officer (from 1 April 2017)
Peter Landstrom	Chief Delivery and Strategy Officer (from 1 April 2017)
Nicola Ranger	Chief Nursing and Patient Safety Officer (from 1 April 2017)
Dr George Findlay	Medical Officer (from 1 April 2017)
Denise Farmer	Chief Workforce and Organisational Development Officer (from 1 April 2017)

The Charitable Funds are registered with the Charity Commission (no. 1050864) in accordance with the Charities Act 2011.

Brighton and Sussex University Hospitals NHS Trust Charitable Funds are registered as an umbrella charity, the governing document being a trust deed dated 8 September 1995 as amended by Statutory Instrument 2003/866.

The charity is constituted of 253 individual funds as at 31 March 2018 (2016-17: 241) and the notes to the accounts distinguish the types of fund held and disclose separately all material funds.

Charitable funds received by the charity are accepted, held and administered as funds and property held on trust for purposes relating to the health service in accordance with the National Health Service Act 2006 and these funds are held on trust by the corporate body.

Trustee

Brighton and Sussex University Hospitals NHS Trust entered into a management contract with Western Hospitals NHS Foundation Trust from 1 April 2017. The Executive team and Chairman of Western Sussex Hospitals NHS Foundation Trust is also the Executive team and Chairman of the Trust. They act in their capacity as Corporate Trustee of the Charitable Funds governed by the law applicable to Trusts, principally the Trustee Act 2000 and the Charities Act 2011.

Management of Funds

Brighton and Sussex University Hospitals NHS Trust Charitable Fund is governed by a Trust deed. The Corporate Trustee is the Executive team and Chairman of Western Sussex Hospitals NHS Foundation Trust. They hold their office by virtue of their appointment to the Trust Board.

The Trust Board, whilst retaining overall responsibility for the management of the funds in its capacity as Corporate Trustee, delegates responsibility to the Charitable Funds Committee. The day to day management is provided by the Charity Director and individual fund managers.

The Trust Board of the Corporate Trustee comprises Executive and Non-Executive members. Non-Executive members of the Board are appointed by the NHS Appointments Commission and Executive members of the Board are subject to recruitment by the Trust Board of Western Sussex Hospitals NHS Foundation Trust.

The Corporate Trustee fulfils its legal duty by ensuring that funds are spent in accordance with the objectives of each fund. By designating funds the trustee respects the wishes of donors to benefit patient care and advance good health and welfare of patients, carers and staff.

The Financial Services Department of Brighton & Sussex University Hospitals NHS Trust, which is located in Brighton General Hospital, Elm Grove, Brighton BN2 3EW, is responsible for the day to day financial management and accounting for the charitable funds during the year.

Structure and Governance

The Charity is considered to be a subsidiary for accounting purposes of Brighton and Sussex University Hospitals NHS Trust ("Trust"), an

organisation established in the United Kingdom, because the Trust is deemed to exercise control in accordance with IFRS10 requirements. The Trust's principal purpose is to provide healthcare services for patients and service users in England.

Where funds are received which have specific restrictions set by the donor and a suitable fund is not in existence, a new restricted fund is established.

The charity holds three endowment funds which are capital in perpetuity, the income from which may be used for any purpose other than general maintenance of the hospitals.

The charity produces an induction pack for newly appointed members of the Trust Board. This pack provides information about the charity, including the Trustee's annual report and accounts, budgets, policies and minutes, and information about trusteeship, including Charity Commission booklet CC3, The Essential Trustee.

Risk Management

The major risk to which the Charity is exposed is the possible losses from a fall in the value of the investments and the level of reserves available to mitigate the impact of such losses.

The value of the investments is regularly monitored with the assistance of the Charity's investment advisers and there are procedures in place to ensure that both spending and firm financial commitments remain in line with income.

The Trustee's conduct a periodic review of the risks to which the Charity is exposed to and maintains risk information within the Trust's overall risk management system (Datix).

Objectives and Activities

The principal objective of the charity is for any charitable purpose relating to the NHS wholly or mainly for the services provided by BSUH NHS Trust.

During the year the funds continued to support a wide range of health related activities benefiting both patients and staff. In general they are used to purchase additional goods and services that the NHS is unable to provide, for example much needed medical equipment. The funds also enable consultants and other medical staff to attend

training courses not funded by the NHS. Specific research is also funded. The Trustee confirms that the activities undertaken and planned future activities are in accordance with the Charity Commission's guidance on public benefit and the charity's legal purpose.

Reserves Policy

It is the Charity's intention to commit income in the year that it is received. It may do this by designation of resources to long term projects or by the allocation of monies to grants. Monies not needed for immediate use are 'pooled' and invested in line with the Charity's investment policy.

Members of the Charitable Funds Committee receive information on commitments against various funds and review the detail on the level of reserves and the reason for their retention on a half yearly basis. The day to day monitoring of the policy is the responsibility of the delegated Director and fund managers who are expected to bring any issues to the attention of Trustee.

Investment Policy

The investment portfolio is managed on a full discretionary basis by BNY Mellon Fund Managers Limited (BNY Mellon), who acts as the Trustee's nominee.

The Trustee's overall investment objective is to maintain capital in real terms and maximise income. It is the Trustee's policy that no direct investment shall be made in tobacco related shares, in companies listed under alcoholic beverages or anything which does not comply with the aims and ideals of the NHS. The Newton Growth and Income Fund for Charities is managed by BNY Mellon and one of its principal features is that no direct investment is made in companies that derive more than 10% of turnover from tobacco products.

The Charity's funds as at 31 March 2018 was £12.45m (2016-17: £12.80m) of which £9.53m (2016-17: £9.77m) were restricted funds, £2.23m (2016-17: £2.33m) unrestricted and £0.69m (2016-17, £0.70m) endowment. The level of reserves and expenditure plans are reviewed annually to ensure that the Charity expenditure is in line with income and reduces the level of reserves held.

A Review of our Finances, Achievements and Performance

The net assets of the Charitable Funds as at 31st March 2018 were £12.45m (2016-17: £12.80m). This is a reflection of the additional contributions made towards charitable activities in excess of the total income received during the year.

The charity continues to rely on donations, legacies and investment income as the main sources of income. Total income in 2017-18 was £1.69m (2016-17: £2.32m).

Of the total expenditure of £2.04m which includes £0.01m unrealised gain (2016-17: £0.2m after a £1.34m unrealised gain), charitable expenditure on direct charitable activity amounted to £1.83m (2016-17: £1.40m) which includes staff and patient welfare, training and capital grants.

The Charity requires the Fund Holders for each fund with an annual income or expenditure exceeding £10,000 to provide a commitment forecast for the year to assist the Charity with its overall financial plans.

Staff Training and Welfare

Expenditure relating to staff welfare reduced by £0.04m to £0.02m in 2017-18 whilst staff training costs was £0.14m (2016-17: £0.16m). Training costs are attributed to external training courses, training related travel and attendance at conferences which the Trust would not normally provide.

Patient Welfare

Expenditure on items for patient's welfare was £1.03m (2016-17: £0.92m). Patient welfare includes the provision of items of furniture, fittings and medical equipment.

Salaries

No salaries were funded for fixed term research posts and other short term contracts in 2017-18 (2016-17 £nil).

Capital Grants

For all building or equipment purchases costing more than £5,000 the applicant must detail what benefit it will provide and it must be approved by the Trust's Capital Expenditure Committee.

Expenditure on capital projects was £0.54m in 2017-18 (2016-17: £0.06m) and was predominantly in respect of equipment for the Trevor Mann Baby Unit and the Royal Alexandra Children's Hospital and contribution towards a CT scanner.

Investments

The Trustee invests its charitable funds with BNY Mellon Limited with the objective of achieving a balance between income and capital growth. Newton Investment manages the underlying assets the fund is operated and administered by BNY Mellon.

The valuation of the fund was:

	31 March 2018	31 March 2017	Growth %
Value of fund	£000	£000	
	11,790	11,780	Relatively static

Future Plans

The priorities for spending charitable funds will be largely influenced by the 5 year strategic plan and future needs of the Trust.

Public Benefit

In awarding grants the Trustee is aware of its responsibilities under charity law in ensuring the maintenance of public benefit in all aspects of its work. Funding patient and staff welfare, improvements and amenities is, by definition, meeting public benefit.

The Trustee confirms that it has regard to the Charity Commission's general guidance on public benefit when reviewing the Charity's purpose and goals in their plans for future activities.

Thank you for your support

On behalf of the staff and patients who have benefited from improved services and facilities as a result of donations and legacies we would like to thank all patients, relatives and staff who have made charitable donations.

Approved on behalf of the Trustee

Trustee : Karen Geoghegan

Date :

Trustee : Martin Sinclair

Date :

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18**STATEMENT OF TRUSTEE'S RESPONSIBILITIES**

The trustee is responsible for:

- keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the funds held on trust and to enable it to ensure that the accounts comply with requirements in the Charities Act 2011 and those outlined in the directions issued by the Secretary of State;
- establishing and monitoring a system of internal control;
- establishing arrangements for prevention and detection of fraud and corruption; and
- safeguarding assets and ensuring their proper application under charity law.

The trustee is required under the Charities Act 2011 to prepare accounts for each financial year. The Secretary of State, with the approval of the Treasury, directs that these accounts give a true and fair view of the financial position of the funds held on trust, in accordance with the Charities Act 2011. In preparing those accounts, the trustee is required to:

- apply on a consistent basis accounting policies laid down by the Secretary of State with the approval of the Treasury;
- make judgements and estimates which are responsible and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustee confirms that it has met the responsibilities set out above and complied with the requirements for preparing the accounts. The financial statements set out on pages 19 to 28 have been compiled from and are in accordance with the financial records maintained by the trustee.

By Order of the Trustee

Signed:

Karen Geoghegan

Karen Geoghegan

Date :

Martin Sinclair

Martin Sinclair

Date :

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEE OF BRIGHTON AND SUSSEX UNIVERSITY HOSPITALS NHS TRUST CHARITABLE FUND****Opinion**

We have audited the financial statements of Brighton and Sussex University Hospitals NHS Trust Charitable Funds for the year ended 31 March 2018 which comprise of a Statement of Financial Activities, Statement of Financial Position, Statement of Cash Flows and the related notes 1 to 14, including as summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 "The Financial Reporting standard applicable in the UK and Republic of Ireland".

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2018 and of its net expenditure and application of resources, 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.

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 below. 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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustee has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the annual report, set out on pages 1 to 15, other than the financial statements and our auditor's report thereon. The trustee is responsible for the other information.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of the other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

- the information given in the Trustee's Annual Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; 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.

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18**Responsibilities of trustee**

As explained more fully in the trustee's responsibilities statement set out on page 16, the trustee is 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 trustee determines 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 trustee is 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 management either intends to liquidate the charity or to cease operations, or has 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 report in accordance with the Act and relevant regulations made or having effect thereunder.

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.

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

Use of our report

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

Ernst & Young LLP
Statutory Auditor
Newcastle upon Tyne
Date

Ernst & Young LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Notes:

- 1 The maintenance and integrity of the Brighton and Sussex University Hospitals NHS Trust web site is the responsibility of the trustee; the work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes that may have occurred to the financial statements since they were initially presented on the website.
- 2 Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED
31 MARCH 2018

	Note	Unrestricted Funds £000s	Restricted Funds £000s	Endowment Funds £000s	Total Funds 2017-18 £000s	Total Funds 2016-17 £000s
Income and Endowments						
Donations and Legacies						
- Donations		87	1,159	0	1,246	666
- Legacies		22	14	0	36	1,145
Income from Investments						
- Dividends	8.3	25	286	20	331	352
Other Income	8.4	8	65	0	73	162
Total Income and Endowments		142	1,524	20	1,686	2,325
Expenditure						
Expenditure on Charitable activities						
- Charitable Activities	3.1	242	1,592	0	1,834	1,397
- Governance Costs	3.3	1	8	0	9	15
Other expenditure						
- Administration Expenses	4	16	178	12	206	150
- Net (gains)/losses on investments		(1)	(9)	0	(10)	(1,339)
Total Expenditure		258	1,769	12	2,039	223
Net Expenditure		(116)	(245)	8	(353)	2,102
Transfers between funds		8	3	(11)	0	0
Net movement in funds		(108)	(242)	(3)	(353)	2,102
Reconciliation of Funds						
Total funds brought forward		2,333	9,772	696	12,801	10,699
Total Funds Carried Forward		2,225	9,530	693	12,448	12,801

The notes at pages 22 to 28 form part of this account.

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18

STATEMENT OF FINANCIAL POSITION
31 MARCH 2018

	Note	Unrestricted Funds £000s	Restricted Funds £000s	Endowment Funds £000s	Total Funds 2017-18 £000s	Total Funds 2016-17 £000s
Fixed Assets						
- Investments	8	2,107	9,027	656	11,790	11,780
Total Fixed Assets		2,107	9,027	656	11,790	11,780
Current Assets						
- Debtors	9.1	37	168	11	216	709
- Cash at bank and in hand		111	477	35	623	726
Total Current Assets		148	645	46	839	1,435
Creditors: Amounts falling due within one year	10.1	(30)	(142)	(9)	(181)	(414)
Net Current Assets		118	503	37	658	1,021
Total Assets less Current Liabilities		2,225	9,530	693	12,448	12,801
Creditors: Amounts falling due after more than one year	10.2	0	0	0	0	0
Provisions for liabilities and charges		0	0	0	0	0
Total Net Assets		2,225	9,530	693	12,448	12,801
Funds of the Charity						
Income Funds:						
- Unrestricted	11.1	2,225			2,225	2,333
- Restricted	11.3		9,530		9,530	9,772
- Endowment Funds	11.5			693	693	696
Total Funds		2,225	9,530	693	12,448	12,801

The notes at pages 22 to 28 form part of this account.

The financial statements on pages 19 to 21 were approved by the Charity Committee and signed on its behalf by:

Karen Geoghegan

Karen Geoghegan

Date :

Martin Sinclair

Martin Sinclair

Date :

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2018

	Total Funds 2017-18 £000s	Total Funds 2016-17 £000s
Cash Flows from Operating Activities		
Net movement in funds	(353)	2,102
Income from investments	(331)	(352)
Net (gains)/losses on investments	(10)	(1,339)
(Increase)/Decrease in Trade and Other Receivables	505	(100)
(Decrease)/Increase in Trade and Other Payables	(245)	(1,515)
Net cash (used in) by Operating Activities	(434)	(1,205)
Cash Flows from Investing Activities		
Investment Income from investments	331	352
Net Cash provided by Investing Activities	331	352
Change in cash and cash equivalents in the reporting period	(103)	(853)
NET (DECREASE) IN CASH AND CASH EQUIVALENTS	(103)	(853)
Cash and Cash Equivalents at Beginning of the Period	726	1,579
Cash and Cash Equivalents at year end	623	726

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18**Notes to the Accounts****1. Accounting Policies****(a) Basis of preparation and assessment of going concern**

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP [FRS 102]), the Financial Reporting Standards 102 applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The Charity constitutes a public benefit entity as defined by FRS 102. The trustee considers that there are no material uncertainties about the Charity's ability to continue as a going concern.

(b) Funds Structure

The funds are classified in the accounts in three categories, Restricted, Unrestricted and Endowment Funds.

Restricted Funds are funds which are to be used in accordance with specific restrictions imposed by the donor and/or Trustee at the inception of the fund.

Unrestricted funds are those which the Trustee is free to use for any purpose in furtherance of the charitable objectives. Unrestricted funds include designated funds which are not legally restricted but which the Trustee has chosen to earmark for set purposes.

Endowment funds are funds where the capital is held in perpetuity to generate income for charitable purposes and cannot itself be spent. The income earned on these funds will be categorised as restricted or unrestricted according to the restrictions imposed by the donor.

The major funds held in each of these categories are disclosed in note 11.

(c) Income and endowments

All income and endowments including legacies, are recognised in line with FRS102 and this is based upon the Charity having a recognised legal entitlement to the income, it is probable that the income will be received and that the income can be measured with sufficient reliability.

Donated income recorded in the accounts is solely that which has been received via the cashier's office or credited directly into the Charity bank account by the donor.

(d) Expenditure

Expenditure is recognised when a liability is incurred.

(e) Grants

Grants are only made to related NHS bodies and non NHS bodies in furtherance of the charitable activities.

(f) Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

(g) Allocation of overhead and support costs

Overhead and support costs have been allocated to the funds using an apportionment based on the average monthly fund balance.

(h) Costs of generating funds

The costs of generating funds are the cost of Investment Fund management fees and charges made for the notification of legacies to which the Charity may have a claim.

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18**1. Accounting Policies (continued)****(i) Expenditure on Charitable Activities**

Costs of charitable activities comprise all costs incurred in pursuit of the objects of the charity, including education and training and grant support to Brighton and Sussex University Hospitals NHS Trust in support of a range of charitable activities. These are shown in note 3.1.

(j) Governance Costs and Administration Expenses

Governance costs and administration expenses comprise all costs incurred in the governance of the Charity. These costs include costs related to statutory audit and legal fees together with an apportionment of overhead and support costs.

(k) Fixed Asset Investments

Investments are stated at market value as at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year. The Common Investment Fund Units are included in the balance sheet at the closing dealing price at 31 March 2018.

(l) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities at the year end. Realised gains and losses on investments are calculated as the difference between sale proceeds and book cost. Unrealised gains and losses are calculated as the difference between the market value at the year end and the opening market value (or purchase if later).

(m) Change in the Basis of Accounting

There has been no change in the basis of accounting for the year.

(n) Pooling Scheme

An official pooling scheme is operated for investments relating to Brighton and Sussex University Hospitals NHS Trust Charitable Funds which is regulated by the Declaration of Trust dated 1 February 2005.

2. Related Party Transactions.

The Directors of The Trust act as agents on behalf of the corporate trustee and therefore the Charity is considered to be a subsidiary for accounting purposes of the Trust because the Trust is deemed to exercise control in accordance with IFRS10 requirements.

The Trust is the sole beneficiary of the Charity. The Charity has provided funding to the Trust for the approved expenditure made on behalf of the Charity. This funding amounted to £1,834k (2016-17: £1,397k) and is shown as charitable activities in note 3.1

Staff administration costs of £206k (2016-17: £150k) are recharged to the charity from the Trust.

During the year none of the members of the NHS Trust Board or senior NHS Trust staff or parties related to them were beneficiaries of the Charity.

Neither the corporate trustee nor any member of the NHS Board has received honoraria, emoluments or expenses in the year and the Trustee has not purchased trustee indemnity insurance.

Pharm@Sea Limited is a wholly owned subsidiary of Brighton & Sussex University Hospitals NHS Trust. During the year no donation was paid to the charity (2016-17 £Nil).

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18

3. Analysis of Expenditure on Charitable Activities

3.1 Charitable Activities

Expenditure on charitable activities in furtherance of the charity's objects for the public benefit.

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2017-18	Total Funds 2016-17
	£000s	£000s	£000s	£000s	£000s
Patient Welfare	200	831	0	1,031	919
Staff Welfare	2	13	0	15	62
Staff Training	1	142	0	143	156
Salaries	0	0	0	0	0
Capital Grants	5	532	0	537	63
Miscellaneous	34	74	0	108	197
Total	242	1,592	0	1,834	1,397

3.2 Capital Grants

All grants are made to Brighton and Sussex University Hospitals NHS Trust and the corporate trustee operates a scheme of delegation, through which all grant funded activity is managed by fundholders responsible for the day to day administration of their funds. The Charity does not make grants to individuals. The grants received by the beneficiary were as follows:

Description of Activity	Aggregate amount paid £000
Internal transport incubators	76
High Frequency Oscillator Ventilator Transport System	25
Patient Hoists	9
Viscoelastographic blood testing	19
C-Mac Video Laryngoscope	7
Ultrasound Scanner Probes	7
Ceiling Mounted Injector	21
CT Scanner	362
Other	11
Total	537

3.3 Governance Costs

	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2017-18	Total Funds 2016-17
	£000s	£000s	£000s	£000s	£000s
External Audit	1	8	0	9	15
Total	1	8	0	9	15

The auditor's remuneration related solely to the audit with no other additional work undertaken (2016-17: £15k).

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18

4. Analysis of Administration expenses

	Unrestricted Funds £000s	Restricted Funds £000s	Endowment Funds £000s	Total Funds 2017-18 £000s	Total Funds 2016-17 £000s
Staff Administration Costs	14	160	11	185	141
Other expenses	2	18	1	21	9
Total	16	178	12	206	150

Included in the above Staff Administration costs :

Salaries and wages
Social security costs
Other Pension costs
Support services and other costs

	Total Funds 2017-18 £000s	Total Funds 2016-17 £000s
Salaries and wages	123	88
Social security costs	14	10
Other Pension costs	18	13
Support services and other costs	30	30
Total	185	141

5. Transfers between funds

There were no material transfers during the year.

6. Net movement in Funds

	Unrestricted Funds £000s	Restricted Funds £000s	Endowment Funds £000s	Total Funds 2017-18 £000s	Total Funds 2016-17 £000s
Net movement in funds for the year	(108)	(242)	(3)	(353)	2,102
Net movement in tangible fixed assets	0	0	0	0	0
Net movement in funds available for future activities	(108)	(242)	(3)	(353)	2,102

7. Fixed Assets

There were no tangible or intangible fixed assets held as at 31 March 2018.

8. Analysis of Fixed Asset Investments

8.1 Fixed Asset Investments

Market value at 31 March b/f
Less: Disposals at carrying value
Add: Acquisitions at cost
Add: Net gain / (loss) on revaluation
Decrease in cash
Market value at 31 March c/f

	2017-18 £000s	2016-17 £000s
Market value at 31 March b/f	11,780	10,441
Less: Disposals at carrying value	0	0
Add: Acquisitions at cost	0	0
Add: Net gain / (loss) on revaluation	10	1,339
Decrease in cash	0	0
Market value at 31 March c/f	11,790	11,780
Historic cost at 31 March	8,403	8,403

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18

8.2 Market value at 31 March

	Held in UK £000s	Held outside UK £000s	2017-18 £000s	2016-17 £000s
Investments in a Common Deposit Fund or Common Investment Fund	11,790	0	11,790	11,780
Total	11,790	0	11,790	11,780

8.3 Analysis of Income from Investments

	Held in UK £000s	Held outside UK £000s	2017-18 £000s	2016-17 £000s
Investments in a Common Deposit Fund or Common Investment Fund	331	0	331	352
Total	331	0	331	352

8.4 Other income

Other income is income received in respect of training courses and miscellaneous goods and services provided.

9. Analysis of Debtors

9.1 Amounts falling due within one year:

	2017-18 £000s	2016-17 £000s
Trade debtors	3	9
Prepayments	1	6
Accrued income	212	694
Total debtors falling due within one year	216	709

9.2 Amounts falling due over one year

There were no amounts falling due after more than one year.

10. Analysis of Creditors

10.1 Amounts falling due within one year

	2017-18 £000s	2016-17 £000s
Other creditors	102	288
Accruals	79	126
Total creditors falling due within one year	181	414

Other creditors represent sums owed at the year end by the charity to a related party, the Brighton and Sussex University Hospitals NHS Trust, for costs incurred by the NHS Trust on behalf of the charity in the furtherance of the charity's objectives.

10.2 Amounts falling due after more than one year

There were no amounts falling due after more than one year.

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18

11. Analysis of Funds

11.1 Material Unrestricted Funds

	Balance 2016-17 £000	Incoming Resources £000	Resources Expended £000	Gains and Losses £000	Transfers £000	Balance 2017-18 £000
A RACH General Purposes Fund	162	4	(65)	0	0	101
B RSCH General Purposes Fund	1,045	(48)	(69)	0	(4)	924
C SEH General Purposes Fund	539	87	(65)	0	0	561
D PRH General Purposes Fund	114	26	(9)	0	0	131
E Maternity General Fund	93	79	(46)	0	12	138
F Others	380	(6)	(5)	1	0	370
Total	2,333	142	(259)	1	8	2,225

11.2 Details of Material Unrestricted Funds

<u>Name of fund</u>	<u>Description of the nature and purpose of each fund</u>
A RACH General Purposes Fund	For the general purposes of the Royal Alexandra Hospital
B RSCH General Purposes Fund	For the general purposes of the Royal Sussex County Hospital
C SEH General Purposes Fund	For the general purposes of the Sussex Eye Hospital
D PRH General Purposes Fund	For the general purposes of the Princess Royal Hospital
E Maternity General Fund	For general purposes of the Maternity Unit at the Royal Sussex County Hospital

11.3 Material Restricted Funds

	Balance 2016-17 £000	Incoming Resources £000	Resources Expended £000	Gains and Losses £000	Transfers £000	Balance 2017-18 £000
A Park Centre for Breastcare Fund	594	20	(29)	0	0	585
B Cancer Fund	444	12	(8)	0	0	448
C Haematology Department Fund	335	181	(97)	0	0	419
D Radiotherapy Treatment Fund	226	7	(4)	0	0	229
E Renal Fund	2,291	82	(97)	0	0	2,276
F Renal Research Fund	143	4	(6)	0	0	141
G Miss Hannington Fund	78	1	(1)	0	10	88
H Trevor Mann Baby Unit Fund	472	55	(18)	0	0	509
I Library Fund	890	24	(35)	0	0	879
J PGMC Education Fund	1,098	30	(32)	0	0	1,096
K Endoscopy Courses Fund	109	7	(16)	0	0	100
L Dialysis Equipment Fund	282	8	(5)	0	0	285
M Sussex Cancer Centre Fund	189	14	(3)	0	0	200
N Others	2,621	1,079	(1,427)	9	(7)	2,275
Total	9,772	1,524	(1,778)	9	3	9,530

11.4 Details of Material Restricted Funds

<u>Name of fund</u>	<u>Description of the nature and purpose of each fund</u>
A Park Centre for Breastcare Fund	Help in the treatment and prevention of breast cancer.
B Cancer Fund	Treat cancer by improving hospital facilities and promote research.
C Haematology Department Fund	Improve haematology services for patients and staff, research and equipment.
D Radiotherapy treatment fund	For the development of radiotherapy treatments
E Renal Fund	Improve care of renal patients including purchase of equipment.
F Renal Research Fund	For the purposes of renal research.
G Miss Hannington Fund	For any purpose except for general maintenance of the hospital.
H Trevor Mann Baby Unit Fund	For the general purposes of the Trevor Mann Baby Unit.
I Library Fund	To provide library services, staff and support within the NHS.
J PGMC Education Fund	Provision of education and support for medical and dental professions.
K Endoscopy Courses Fund	Provision of training courses in Endoscopy.
L Dialysis Equipment Fund	For the purchase of kidney dialysis machines.
M Sussex Cancer Centre Fund	For the general purposes of the Cancer Centre.

Brighton and Sussex University Hospitals NHS Trust Charitable Fund - 2017-18

11.5 Material Endowment Funds

	Balance 2016-17 £000	Incoming Resources £000	Resources Expended £000	Gains and Losses £000	Transfers £000	Balance 2017-18 £000
A Miss Hannington Capital Fund		18	(11)	0	(9)	(3)
B Others	33	2	(1)	0	(2)	33
Total	33	20	(12)	0	(11)	30

11.6 Details of Material Endowment Funds

<u>Name of fund</u>	<u>Description of the nature and purpose of each fund</u>
A Miss Hannington Capital Fund	Capital in perpetuity. Income to be used for any purpose other than the general maintenance of the hospital.

11.7 Public Benefit Entity (PBE)

Brighton and Sussex University Hospitals NHS Trust Charitable Funds constitutes a public benefit entity as defined by FRS102.

12. Contingencies

At 31st March 2018 there were no material legacies notified to the Charity (2016-17 Nil).

13. Commitments and Liabilities

13.1 Commitments

There were no commitments in 2017-18 (2016-17 Nil).

13.2 Liabilities

The corporate trustee recognises liabilities in the accounts once they have incurred either a legal or constructive obligation to expend funds.

No provisions have been included in this set of accounts.

14. Post balance sheet events

There were no post balance sheet events to report.