

**THE OXFORD FOUNDATION FOR ETHICS AND  
COMMUNICATION IN HEALTH CARE PRACTICE  
t/a "THE ETHOX FOUNDATION"  
(A company limited by guarantee)**

3683208

**Report of the Trustees and  
Financial Statements for the year ended 31 December 2006**

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**THE OXFORD FOUNDATION FOR ETHICS AND COMMUNICATION IN HEALTH CARE PRACTICE  
t/a "THE ETHOX FOUNDATION"**

**Contents of the Financial Statements  
for the year ended 31 December 2006**

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**THE OXFORD FOUNDATION FOR ETHICS AND COMMUNICATION IN HEALTH CARE PRACTICE  
t/a "THE ETHOX FOUNDATION"**

**Report of the Trustees for the year ended 31 December 2006**

The trustees present their report and the audited financial statements for the year ended 31 December 2006

**Legal and Administrative Information**

**Status**

The organisation is a charitable company limited by guarantee, incorporated on 14 December 1998 and registered as a charity on 13 January 1999

The company was established under a Memorandum of Association which established the objectives and powers of the charitable company, and is governed under its Articles of Association. Under those Articles, the Trustees are elected at the AGM to serve a period of 3 years

**Trustees serving during the year**

Lady Carolyn Roberts (Chairman)  
Mrs M Judge  
Mr D Perry  
Dr A Banerji  
Prof A Coulter  
Mrs C Foster (appointed 8 February 2006)  
Dr R C Repp (resigned 8 June 2006)  
Prof A Stein (resigned 24 October 2006)  
Mrs C Miles (deceased 21 November 2006)

**Secretary**

Mr J T Gould

**Registered office**

51 Henley Avenue  
Oxford  
OX4 4DJ

**Company number**

3683208 (England and Wales)

**Charity number**

1073289

**Auditors**

Morgan Cameron Limited, Chartered Accountants  
Registered Auditors  
Wittas House, Two Rivers  
Station Lane  
Witney  
OX28 4BH

**Bankers**

National Westminster Bank plc  
121 High Street  
Oxford  
OX1 4DD

**THE OXFORD FOUNDATION FOR ETHICS AND COMMUNICATION IN HEALTH CARE PRACTICE**  
**t/a "THE ETHOX FOUNDATION"**

**Report of the Trustees**  
**for the year ended 31 December 2006**

**Objectives of the charity**

The aim of the charity is to improve patient care through,

- 1 enhancing the ethical and communication skills of health professionals, and
- 2 developing effective ways in which organisations involved in the delivery of health care can promote high ethical standards

**Operating policy**

In order to achieve this aim, the charity focuses on three areas of activity

- 1 The development and delivery of undergraduate and postgraduate **education and training** with the object of equipping health professionals to care for the whole patient
- 2 **Research** into a range of key ethical and communication issues which affect the practice of medicine
- 3 Working with both the purchasers and providers of health care in establishing **clinical ethics consultation** services including clinical ethics committees

In pursuit of these aims the Ethox Foundation has powers to employ its own staff on a full or part time basis, to engage consultants, to make grants to universities and other educational institutions, plan and manage training courses, seminars etc alone or in collaboration with other bodies, and to provide support facilities for scholars working in the Foundation's area of interest

**Organisational structure**

The charity is managed by the trustees with the support of an administrator Professor Michael Parker, Director of the Ethox Centre in the Department of Public Health and Primary Care in the University of Oxford, and Professor Tony Hope act as advisors to the Ethox Foundation

**Review of the year**

It is with great sadness that the Board heard of Caroline Miles' death in November 2006. Caroline was the founding Chairman of the Ethox Foundation and was instrumental in founding the only academic Centre for Clinical Ethics in this country. She was astute, an inspirational leader and a warm and generous person with extensive experience of negotiating the labyrinth of health care and academe. During her time as Chairman of the Ethox Foundation she enabled major donations to be used to promote the development of Clinical Ethics in this country and latterly overseas. She was always concerned about the welfare of patients. She will be greatly missed.

The Clinical ethics support project continues to develop. The UK Clinical Ethics Network is about to be registered as a Charity and it has begun to receive subscriptions from individual ethics committees. There are now 90 clinical ethics committees in the Network. The Network has taken over the running of its own annual conference. The CES project continues to provide academic support to the Network in a number of ways. The Network website is run by the CES project and continues to be well used. We have received funding from the Department of Health to develop web based resources on this site to raise awareness of the Mental Capacity Act implementation. We will be seeking similar funding to develop other topic resources on the site over the next 12 months.

During the year, the Centre continued to develop its international links with help from the Foundation, through visits by visiting academics from abroad and from its continued links with the Mount Sinai Medical School in New York.

As of 31 December 2006, there were 16 members of staff, three funded wholly or in part by the Foundation.

**Future strategy**

The Foundation continues to support the work in the Ethox Centre in the development of clinical ethics and communication skills in day-to-day medical practice, in the hospital setting and in primary care. Its focus remains patients and their families, and the ways in which ethically aware and appropriately trained health professionals can improve the quality of health care.

The Centre carries out training, provides ethics support to the NHS and carries out ethics research. Its research focuses on ethics relating to four areas: mental health, genetics, global health and clinical ethics.

The Centre's national importance is now well-established. Its international role is increasing through staff participation in seminars and conferences overseas and through its ability to offer hospitality to overseas scholars and those responsible for medical education.

**THE OXFORD FOUNDATION FOR ETHICS AND COMMUNICATION IN HEALTH CARE PRACTICE**  
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**Report of the Trustees**  
**for the year ended 31 December 2006**

**Future strategy (continued)**

Although the Foundation's current financial resources are limited it is able to play a significant role in initiating these and other new areas of research and teaching, through small grants for pump-priming and pilot studies, and in support of visitors to the Centre, as well as funding posts on a full or part-time basis

**Reserves policy**

At 31 December 2006 general reserves stood at £188,865. A further £9,261 was held in restricted funds to support the work of the UK Clinical Ethics Committee and work on ethics and anorexia nervosa. The Board regularly compares planned expenditure with the level of the reserves to ensure that activities can continue for at least two years ahead.

**Risk review**

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The trustees believe that the main external risk to the foundation is the level of donations it receives. To mitigate this risk the trustees are currently developing plans to increase the number of donations received.

**Trustees**

The names of the trustees - who are the directors for the purpose of company law - who served during the year and up to the date of this report are set out on page 1.

Members of the company guarantee to contribute an amount not exceeding £1 to the assets of the company in the event of winding up. The total number of such guarantees at 31 December 2006 was 6 (2005: 6).

**Statement of Trustees' Responsibilities**

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue on that basis.


The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Auditors**

The auditors, Morgan Cameron Limited, Chartered Accountants, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

This report has been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities, and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small entities.

On behalf of the Board



Lady Carolyn Roberts - Trustee

Dated 24 May 2007

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
THE OXFORD FOUNDATION FOR ETHICS AND COMMUNICATION IN HEALTH CARE PRACTICE**

We have audited the financial statements of The Oxford Foundation for Ethics and Communication in Health Care Practice for the year ended 31 December 2006 which comprise the Statement of Financial Activities and Summary Income and Expenditure Account, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities.

This report is made solely to the charity's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of trustees and auditors**

As described in the Statement of Trustees' Responsibilities the trustees (who are also the directors of The Oxford Foundation for Ethics and Communication in Health Care Practice for the purposes of company law) are responsible for the preparation of the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We report to you whether in our opinion the information given in the Trustees' Annual Report is consistent with the financial statements. We also report to you if, in our opinion, the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions is not disclosed.

We read the Trustees' Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

**Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

**In our opinion**

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities of the state of the charity's affairs as at 31 December 2006, and of its incoming resources and application of resources, including its income and expenditure, in the year then ended,
- the financial statements have been properly prepared in accordance with the Companies Act 1985, and
- the information given in the Trustees' Annual Report is consistent with the financial statements.



Morgan Cameron Limited  
Chartered Accountants  
Registered Auditors  
Wittas House, Two Rivers  
Station Lane  
Witney  
OX28 4BH

Dated 24 May 2007

**THE OXFORD FOUNDATION FOR ETHICS AND COMMUNICATION IN HEALTH CARE PRACTICE**  
**t/a "THE ETHOX FOUNDATION"**

**Statement of Financial Activities and Summary Income and Expenditure Account**  
**for the year ended 31 December 2006**

		2006			2005
		Unrestricted Funds	Restricted Funds	Total	Total
	Notes	£	£	£	£
<b>Incoming resources</b>					
Donations from charitable foundations		92,110	-	92,110	37,551
Other grants receivable		-	-	-	1,000
Activities to further the charity's objectives					
Fees for courses		8,230	-	8,230	19,486
Other fees		909	-	909	2,719
Investment income interest		8,540	-	8,540	13,369
<b>Total incoming resources</b>		<b>109,789</b>	<b>-</b>	<b>109,789</b>	<b>74,125</b>
<b>Resources expended</b>					
Charitable expenditure					
Grants payable to institutions	2	-	-	-	5,650
Course presentation costs		3,274	-	3,274	17,968
Clinical Ethics Network development		18,599	-	18,599	99,981
Other direct costs		-	-	-	1,467
Support costs		35,668	-	35,668	44,821
Management and administration		4,246	-	4,246	4,161
<b>Total resources expended</b>	3	<b>61,787</b>	<b>-</b>	<b>61,787</b>	<b>174,048</b>
<b>Net incoming resources/(resources expended)</b>		<b>48,002</b>	<b>-</b>	<b>48,002</b>	<b>(99,923)</b>
<b>Total funds at 1 January 2006</b>		<b>140,863</b>	<b>9,261</b>	<b>150,124</b>	<b>250,047</b>
<b>Total funds at 31 December 2006</b>		<b>£188,865</b>	<b>£9,261</b>	<b>£198,126</b>	<b>£150,124</b>

The notes form part of these financial statements

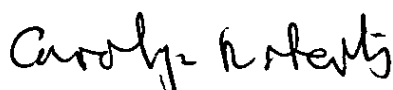
**THE OXFORD FOUNDATION FOR ETHICS AND COMMUNICATION IN HEALTH CARE PRACTICE**  
**t/a "THE ETHOX FOUNDATION"**

**Balance Sheet**  
**31 December 2006**

		<u>2006</u>		<u>2005</u>	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	7		1,423		1,853
<b>Current assets</b>					
Cash at bank		209,982		276,252	
Trade debtors		<u>180</u>		<u>1,000</u>	
		210,162		277,252	
<b>Creditors amounts falling due within one year</b>	8	<u>13,459</u>		<u>128,981</u>	
<b>Net current assets</b>			<u>196,703</u>		<u>148,271</u>
<b>Total assets less current liabilities</b>			<u>198,126</u>		<u>150,124</u>
<b>Net assets</b>			<u>£198,126</u>		<u>£150,124</u>
<b>Funds</b>					
Unrestricted general charitable funds			188,865		140,863
Restricted funds	10		<u>9,261</u>		<u>9,261</u>
			<u>£198,126</u>		<u>£150,124</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities

On behalf of the Board



Lady Carolyn Roberts - Trustee

Approved by the Board on 24 May 2007



**THE OXFORD FOUNDATION FOR ETHICS AND COMMUNICATION IN HEALTH CARE PRACTICE**  
**t/a "THE ETHOX FOUNDATION"**

**Notes to the Financial Statements**  
**for the year ended 31 December 2006**

**1 ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities, the Companies Act 1985 and follow the recommendations in Accounting and Reporting by Charities Statement of Recommended Practice published in October 2005

**Incoming resources**

Voluntary income received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers (including trustees) is not included

Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable

**Resources expended**

Resources expended are recognised in the period in which they are incurred, and include attributable VAT which cannot be recovered

Resources expended are allocated to the particular activity where the cost relates directly to that activity. Where costs cannot be directly attributed to particular headings they are allocated to activities on a basis consistent with the use of resources

Grants payable are recognised as expenditure when the commitment is entered into. Where such a grant is to be paid over instalments, the outstanding balance is disclosed as a liability

**Tangible fixed assets**

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. The following rates are used

Web site	25% on cost
Office equipment	25% on reducing balance
Furniture and fittings	20% on reducing balance

Items of equipment are capitalised where the purchase price exceeds £200

**Pension contributions**

The company contributes to a defined contribution pension scheme for its employees. The charge in the statement of financial activities represents the contributions payable to the scheme for the accounting period

**Unrestricted funds**

Unrestricted funds are funds which 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

**Restricted funds**

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes

**THE OXFORD FOUNDATION FOR ETHICS AND COMMUNICATION IN HEALTH CARE PRACTICE**  
**t/a "THE ETHOX FOUNDATION"**

**Notes to the Financial Statements**  
**for the year ended 31 December 2006**

**2 GRANTS PAYABLE TO INSTITUTIONS**

	2006 £	2005 £
<b>All unrestricted</b>		
University of Oxford re		
Web site design and development	-	5,650
	-	5,650

**3 TOTAL RESOURCES EXPENDED**

	Staff costs £	Other costs £	Total 2006 £	2005 £
Direct charitable expenditure	-	21,873	21,873	125,066
Support costs for the Ethox Centre	14,559	21,109	35,668	44,821
Management and administration	-	4,246	4,246	4,161
	<u>14,559</u>	<u>47,228</u>	<u>61,787</u>	<u>174,048</u>
Other costs include				
Depreciation			430	561
Auditors' remuneration			<u>1,944</u>	<u>1,875</u>

No expenses were reimbursed to trustees during the year

**4 STAFF COSTS AND NUMBERS**

	2006 £	2005 £
Salaries	12,956	44,032
Pension contributions	<u>1,540</u>	<u>11,939</u>
	<u>14,496</u>	<u>55,971</u>

No employee received emoluments of more than £60,000

The trustees neither received nor waived any emoluments during the year (2005 £nil)

The average monthly number of employees during the year was as follows

	2006	2005
Administration	<u>2</u>	<u>3</u>

**5 PENSION**

The company operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the company to the scheme and amounted to £1,540 (2005 £11,939)

There were no outstanding or prepaid contributions at either the beginning or end of the financial year

**6 TAXATION**

The charitable company is exempt from corporation tax on its charitable activities

**THE OXFORD FOUNDATION FOR ETHICS AND COMMUNICATION IN HEALTH CARE PRACTICE**  
**via "THE ETHOX FOUNDATION"**

**Notes to the Financial Statements**  
**for the year ended 31 December 2006**

**7 TANGIBLE FIXED ASSETS**

	Office equipment £	Furniture and fittings £	Web site £	Totals £
<b>Cost</b>				
At 1 January 2006 and 31 December 2006	<u>7,713</u>	<u>3,180</u>	<u>11,050</u>	<u>21,943</u>
<b>Depreciation</b>				
At 1 January 2006	6,457	2,493	11,050	20,090
Charge for year	<u>292</u>	<u>138</u>	<u>-</u>	<u>430</u>
At 31 December 2006	<u>6,839</u>	<u>2,631</u>	<u>11,050</u>	<u>20,520</u>
<b>Net book value</b>				
At 31 December 2006	<u>874</u>	<u>549</u>	<u>-</u>	<u>1,423</u>
At 31 December 2005	<u>1,166</u>	<u>687</u>	<u>-</u>	<u>1,853</u>

**8 CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2006 £	2005 £
Trade creditors	9,980	90,874
Accrued expenses	<u>3,479</u>	<u>38,107</u>
	<u>13,459</u>	<u>128,981</u>

**9 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	General funds £	Restricted funds £	Totals £
Fund balances at 31 December 2006 are represented by			
Tangible fixed assets	1,423	-	1,423
Current assets	200,901	9,261	210,162
Current liabilities	<u>(13,459)</u>	<u>-</u>	<u>(13,459)</u>
	<u>188,865</u>	<u>9,261</u>	<u>198,126</u>

**10 RESTRICTED FUNDS**

	At 01/01/06 £	Incoming resources £	Outgoing resources £	At 31/12/06 £
UK Clinical Ethics Committee support	5,680	-	-	5,680
Anorexia project	<u>3,581</u>	<u>-</u>	<u>-</u>	<u>3,581</u>
	<u>9,261</u>	<u>-</u>	<u>-</u>	<u>9,261</u>

The UK Clinical Ethics Committee support fund represents funds specifically given to support the costs of the work of the members of the Committee

The Anorexia project relates directly to work on ethics and anorexia nervosa