

University Hospitals
Coventry & Warwickshire Charity



Annual Report & Accounts 2017-18

FRIDAY



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Advisors

Bankers

Lloyds TSB PLC
High Street
Coventry

Independent External Auditors

Crowe
Black Country House
Rounds Green Road
Oldbury
B69 2DG

Investment Advisers

CCLA Investment Management Limited
80 Cheapside
London
EC2V 6DZ

Legal Advisers

Capsticks LLP
1 George's Road
Wimbledon
London
SW19 4DR

Front cover: Mr White and Tracy Johnson (Activity Co-ordinator) enjoying a party on the Gerontology Ward

Chair of Trustees Report

It is my pleasure to present the Annual Report and Accounts for University Hospitals Coventry and Warwickshire Charity for the year to 31st March 2018.

The charitable objects of the Charity remain unchanged; being to enhance the experience of patients and their families who benefit from the services provided at the hospitals in Coventry and Rugby and from the community services provided by Coventry and Warwickshire Partnership Trust. As before, this is achieved through the awarding of grants to the various services to enable them to enhance premises and facilities, purchase equipment and furniture and support research and staff training. All of this at a level beyond that which is provided from the core NHS budgets.

All of this is made possible through the generosity of supporters, donors and fundraisers who give of their time and money to allow us to undertake the work we do. I would like to thank them most sincerely along with our staff and volunteers who work tirelessly for the benefit of our patients.

Financially, it has been a relatively quiet year in that we have raised £522,000 and spent £560,000, including the expenses of running the charity. Details of some of the grant awards are shown elsewhere in the report. However, we remain in good health with some £3.4 million of funds at our disposal. These funds are allocated to the different departments, wards and services, under the supervision of fund advisors to the Charity, thereby reflecting the intentions of the donors.

During the year Eileen Rock joined us as Head of Charity but unfortunately, owing to personal circumstances she resigned shortly after the year end. I am delighted to announce that Jo O'Sullivan joined us in May 2018 as Interim Head of Charity. There have also been some changes among our trustee group, which are shown on page 18.

I am grateful for the contribution of a number of Trustees who have moved on. Linda Abolins retired from the NHS on 31st December 2017, and was replaced as a trustee nominated by UHCW by Nina Fraser, Chief Nursing Officer. Also, David Eltringham's career took him away from UHCW and therefore he stood down as a Charity Trustee in June 2018. He was replaced by Lincoln Dawkin (Director of Estates and Facilities). Claire Willers also retired from the Board as her own family commitments will shortly see her living outside the UK.

I hesitate to tempt fate but since the year end I detect an acceleration among our fund advisors in their requests to spend money. We are also in the early stages of developing plans for a major project which should benefit our cancer patients. These things represent the reasons for the Charity's existence and I am optimistic that we will see greater activity when I write to you again next year.



A handwritten signature in dark ink, appearing to read 'A Meehan', written in a cursive style.

Andrew Meehan

Chairman of Trustees, University Hospitals Coventry and Warwickshire Charity

Charitable Purpose and Public Benefit

University Hospitals Coventry and Warwickshire (UHCW) Charity, registered charity number 1165393 is the official charity of University Hospitals Coventry and Warwickshire (UHCW) NHS Trust and Coventry and Warwickshire Partnership Trust (CWPT).

UHCW Charity exists for the benefit of patients at UHCW and CWPT and provides funding for support that is over and above that provided by core NHS funding.

The Charity's income comes from fundraising, donations, charitable grants, legacies and sponsorship. The Trustees oversee charitable expenditure to ensure that funding is for the clear benefit of patients, their families and staff.

Under the Charities Act 2011, charities are required to demonstrate that their aims are for the public benefit. The two key principles which must be met in this context are first, that there must be an identifiable benefit or benefits; and secondly, that the benefit must be to the public, or a section of the public.

Charity Trustees must ensure that they carry out their charity's aims for the public benefit, must have regard to the Charity Commission's guidance, and must report on public benefit in their Annual Report.

The Trustees of UHCW Charity regularly monitor and review the success of the Charity in meeting its key objectives of benefiting patients at UHCW NHS Trust and CWPT. The Trustees confirm, in the light of the guidance, that these aims fully meet the public benefit test and that all the activities of the Charity are undertaken in pursuit of its aims.

Compliance

The Charity complies with the General Data Protection Regulation (GDPR) and in addition, can assure our supporters that;

- We do not sell the names, addresses or data of any of our supporters
- We do not share our supporter databases with other charities
- We do not use third party fundraising agencies to sign up donors on the street (known as 'chugging') or to contact donors at their home or place of work
- We do not use commercial participators
- Our only contract with a Professional Fundraiser has been a long-standing contract with Diane Kazmar for the research and compilation of charitable grants and foundations, which is monitored on a weekly basis by the Head of Charity and applications are reported to the trustees at their Board Meetings
- No complaints about any of the Charity's or of Diane Kazmar's fundraising methods or practices have been received by the charity

UHCW Charity is a member of the Institute of Fundraising (IoF). The Head of Charity holds MInstF status with the Institute and has been an Associate Consultant with the IoF for over 5 years. The Charity complies with the IoF's code of fundraising practice and has plans to register with the Fundraising Regulator.

The Charity is a member of the Association of NHS Charities.

Charity Governance Code

The Trustees are aware of the new guidance and during the coming year plan to undertake a review to produce recommendations and an action plan in order to ensure that the charity takes positive steps towards working in line with the Code in all ways where it is practicable to do so.

Fundraising

The Trustees reviewed the Charity's performance against the following strategic statements;

1. We will create sustainable income growth by increasing the number and value of donors
 - Income increased by 6% in 2017-2018
2. We will provide grants for equipment and facilities etc. that ensure patients receive the very best healthcare and that their families are supported
 - £373,000 was given in grants to improve patient and family care
3. We will operate exemplary standards of governance and be open and transparent at all times
 - The Trustees are reviewing the new guidance given by the third edition of The Charity Governance Code
4. We will recruit, develop, manage and retain the right people for the charity
 - During this year, the Head of Charity and the Community Fundraising Manager resigned. The new Head of Charity will be restructuring the charity and recruiting to new roles during the year
5. We will be a highly recognised local charity that motivates and supports its people and stakeholders through effective and regular communications
 - Good links have been established with local media and the Charity works closely with the UHCW NHS Trust Communications team
6. We will generate positive support for the charity across our two NHS Trusts
 - Eileen Rock has worked hard to generate good relationships with key stakeholders across the two hospital sites and within the CWPT.

Plans for the future

Cancer Appeal

UHCW Charity is in discussion with UHCW NHS Trust to plan a new multi-million pound Cancer appeal that will greatly improve services and facilities for oncology patients at both University Hospital Coventry and The Hospital of St Cross, Rugby.

Restructuring

The charity is planning to restructure and to recruit three new roles, a Community and Events Fundraiser, a Corporate and Trusts Fundraiser and a Marketing and Communications Officer. These posts will enable the team to better deliver our strategic objectives and to support fundraising within the hospital and by our kind supporters across the region.

New Fundraising Hub and New Offices

The Charity is planning to build a new Fundraising Hub in the main entrance to University Hospital Coventry to increase fundraising and awareness.

Quiet offices are also being planned to accommodate new staff.

We need your support

We will be seeking the community's support in raising the funds required for our major appeal. If you would like to learn more about our ambitious plans to support University Hospitals Coventry and Warwickshire NHS Trust, and how you can play a part, please contact University Hospitals Coventry and Warwickshire Charity at: uhcwcharity@uhcw.nhs.uk

You can also visit our website at: uhcwcharity.org

Alternatively, you can contact Jo O'Sullivan, Head of University Hospitals Coventry and Warwickshire Charity, on 02476 966913 or jo.osullivan@uhcw.nhs.uk, or by writing to:

Jo O'Sullivan,
Head of Charity,
University Hospital Coventry and Warwickshire Charity,
Main Reception, University Hospital,
Clifford Bridge Road,
Coventry CV2 2DX

Review of the Year

As the official charity of University Hospital Coventry and Warwickshire NHS Trust, the Charity's role is to raise funds and receive donations for the benefit of patients and staff across the two hospital sites of University Hospital, Coventry and the Hospital of St Cross, Rugby. The Charity is also responsible for managing the charitable funds of Coventry and Warwickshire Partnership NHS Trust, supporting local mental healthcare, learning disability services and community services.

The aim of the Charity is to make a positive impact and real difference to patient care by being able to provide funding for a wide range of projects and services which fall above and beyond that which can be provided through the NHS.

During 2017/2018 the Charity was able to help in a number of key areas including:

- Providing state of the art equipment for diagnosis and treatment,
- Creating more patient and family friendly facilities,
- Funding pioneering medical research and innovation,
- Supporting staff training to provide even better care.

UHCW Charity Year at A Glance

Over the course of 2017/18, the Charity raised a total of £522,000.

We continue to remain indebted to the support of so many individuals, groups and charitable organisations across Coventry and Warwickshire, as well as nationally, for providing thousands of pounds annually in support of University Hospitals Coventry and Warwickshire NHS Trust. Throughout the year, donations have been received from individuals including legacies and in memoriam, from community fundraising in aid of events, Charitable Trusts and Foundations, community groups and corporate supporters.

The Charity's Focus

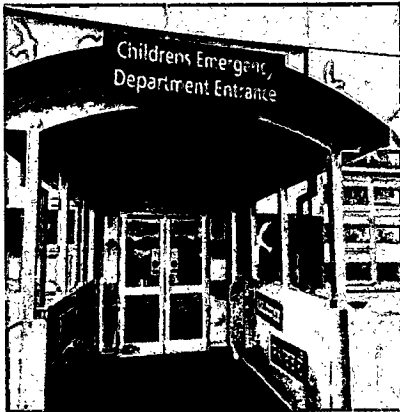
Thanks to the generosity of our supporters during 2017/2018, the Charity funded a number of refurbishments in patient areas. With the Children's Emergency Appeal coming to an end, we were able to complete the refurbishment of the entrance area. The objective was to create more welcoming, child-friendly surroundings to help alleviate stress for our younger patients on their arrival at Children's ED. The new "Beach-Themed" entrance formed the second stage of the refurbishment of the Children's Emergency Department and followed on from the "Under the Water" theme within the main waiting area.

Other refurbishment projects included the main Out Patients waiting area at St Cross Hospital, Rugby providing a more comfortable environment for patients during their hospital appointments. Similarly, the parental counselling room within the Fetal Medicine Department underwent a refurbishment, resulting in more relaxed surroundings for patients and staff during consultations.

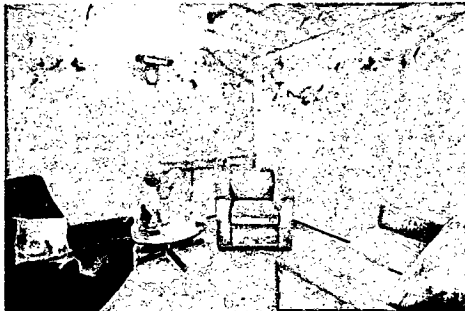
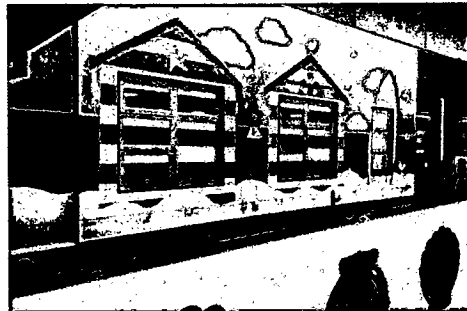
During the year, the funding of our "Healing Arts" Programme enabled it to grow in popularity. This service helps to brighten up the hospital stays for patients of all ages. The engagement of patients in arts activities offers a creative outlet for the many different feelings that patients may be experiencing during their stay in hospital including fear, anxiety and depression. The programme, funded entirely through the Charity helped improve patient wellbeing through the

delivery of almost 60 ward- based music concerts, over 80 art workshops, and the provision of over 1,000 creative art kits from the Art Cart. Visual Arts across the University Hospital also helped improve the environment for patients and visitors.

Looking forward, over the coming year, the Charity plans to launch a major Cancer Appeal. The appeal will focus on redeveloping and expanding the chemotherapy facility at University Hospital Coventry, providing a new chemotherapy service at St Cross, Rugby and buying an MRI scanner dedicated to cancer patients' needs.



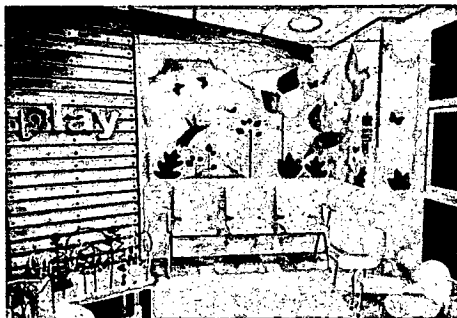
The new entrance to Children's Emergency Department



The refurbished Fetal Medicine Counselling Room



Main Out Patients waiting area at St Cross Hospital, Rugby



Main Out Patients waiting area at St Cross Hospital, Rugby



Some of the patient activities included within the "Healing Arts" Programme



Income generation and expenditure

The Charity's sources of income are from donations, legacies and investment income. During 2017-2018, the Charity's income of £522,000 comprised of:

- Donations £278,000,
- Legacies £34,000,
- Grants received £42,000,
- Fundraising events £81,000,
- Investment Income £87,000.

How your support helped make a difference

During 2017/18, thanks to our supporters, UHCW Charity awarded £373,000 in grants split between the University Hospitals Coventry and Warwickshire NHS Trust (£362,000) and the Coventry and Warwickshire Partnership NHS Trust (£11,000).

Patient Welfare

The Charity spent £308,000 on patient welfare grants including providing new medical equipment and improving patient facilities. Some examples are listed below:

- A Nephroflow Machine to support the care of Haemodialysis Patients,
- Specialist Seating Chairs to aid the rehabilitation of Critical Care Patients,
- Developmental Equipment to help in the care of babies in the Neonatal Unit,
- Refurbishment of a counselling room for families being cared for by Fetal Medicine,
- Funding art work to create a child-friendly environment for the new Coventry Gait Analysis Laboratory,

- Development and furnishing of a Family Room in Transitional Care,
- Gym equipment to help with the rehabilitation of Cardiac patients at St Cross, Rugby,
- Mannequins to help parents partake in resuscitation training sessions,
- Supportive seating for stroke patients to aid getting out of bed,
- Arc Ambulatory EEG Monitoring System In Home Video System, allowing clinicians to understand patient's symptoms during their typical day, away from the confines of a hospital bed ,
- Ultrasound scanner to support patients having pre-treatment scans within radiotherapy.



The Nephroflow machine to help in the care of Haemodialysis patients



Breast Milk Bar Code Scanner /Label Printer for Neonates



Supportive seating to aid stroke patients in getting in and out of bed



Gym Equipment purchased for the Cardiac Rehab Gym at St Cross, Rugby

Training and Education

The Charity awarded £60,000 to support the development of staff through training and education in 2017/18. Staff were able to attend courses, above and beyond those funded by the NHS, enabling them to enhance their skills and knowledge. Funds were used to enable:

- The purchase of training equipment, making it possible for Obstetrics and Gynaecology Trainees to undertake simulated operations
- Senior Cardio Thoracic nurses and doctors to attend Cardiac Surgical Advanced Life Support training. This course taught staff how to deliver emergency chest opening training to colleagues in the Department
- Neonatal staff to attend mentoring courses, helping to bring back new skills to share and use in supporting fellow colleagues

Research

The Charity was also delighted to be able to help fund important research over the course of the year. Grants were awarded to enable:

- Research into the benefits of cardiac rehabilitation exercise for patients undergoing Coronary Artery Bypass Graft (CABG) and Heart Valve Replacement Operations
- The purchase of Vein Viewer Flex equipment for patient research areas

Coventry and Warwickshire Partnership Trust

Grants awarded to the Coventry and Warwickshire Partnership NHS Trust included:

- Microlife ABPI Machines to help with the diagnosis of patients with leg ulceration in the Community
- Funding the purchase of online physio tools to be used for the production of patient information leaflets to promote mobility
- Furniture for the relaxation room at Oakwood Day Centre

The Year in Fundraising

It is always amazing to hear how our supporters raise funds to make our services and facilities even better. Whether it is through making an individual donation or participating in or organising a fundraising event, every gift no matter how large or small truly makes a difference.

During the year, many patients and their loved ones demonstrated their appreciation for the care they received which meant that their donations reached many departments and wards throughout the hospitals. The lengths that so many went to in raising funds were as inspirational as ever, with lots of memories also being created along the way. A few examples of how vital funds were raised are outlined below.



A team of staff from Barclays took on the mighty Snowdon. The group successfully climbed the 3,560 ft mountain, raising £2,333.22 for the Cardiology Fund.

Congratulations and thanks to Barclay staff who climbed Snowdon.



Long-term supporter, Penny Jenkins, continued to show her support by hosting her annual Coffee Morning. The event resulted in Penny, along with family and friends, raising £456 for the Breast Care Fund.



While a friend was receiving care on Ward 34 at University Hospital, Debbie Cooper decided she'd like to show her appreciation. Back in January, Debbie undertook the gruelling "Green Man Ultra Challenge". After 98,000 steps, over 11 hours and 46 miles through snow, mud and ice, Debbie succeeded and raised over £1,000 for the ward.

Congratulations and thanks to Debbie Cooper on successfully completing the "Green Man Ultra Challenge".



After a family member received care at UHCW, supporter Joe Williams decided he would like to raise funds for the Critical Care Unit by signing up for a sponsored bike ride.

Joe's challenge involved cycling 53 miles from his home town of Worcester-UHCW.

Congratulations and thanks to Joe Williams for completing the cycling challenge.

In Memory

During the year, some families and friends chose to remember a loved one by requesting donations, in their memory, often in place of funeral flowers. We are extremely grateful to be remembered especially at such difficult times.

Trusts and Foundations

Over the course of 2017/18, the Charity was most grateful to receive a total of £42,428 from Charitable Trusts and Foundations. Grants were awarded by the following:

- Edith Florence Spencer Memorial Trust
- The Bewley Charitable Trust
- The Morrisons Foundation
- Lloyds Patriotic Fund
- The Lynn Foundation
- The D M F Ellis Charitable trust Lloyd's Patriotic Fund

If you would like to learn more about our plans to support University Hospitals Coventry and Warwickshire Hospital Trust and Coventry and Warwickshire Partnership Trust, and how you can become involve in fundraising, please contact University Hospital Coventry and Warwickshire Charity at uhcwcharity@uhcw.nhs.uk

You can also visit our website at www.uhcwcharity.org

Financial Review

During the course of the year, the Charity:

- received additional funds totalling £522,000 from donations/legacies, fundraising activities and investment income;
- spent £560,000, most of which was in the form of grants payable to the University Hospitals Coventry and Warwickshire NHS Trust and to the Coventry and Warwickshire Partnership NHS Trust; and
- benefited from an unrealised gain of £29,000 on its investment assets.

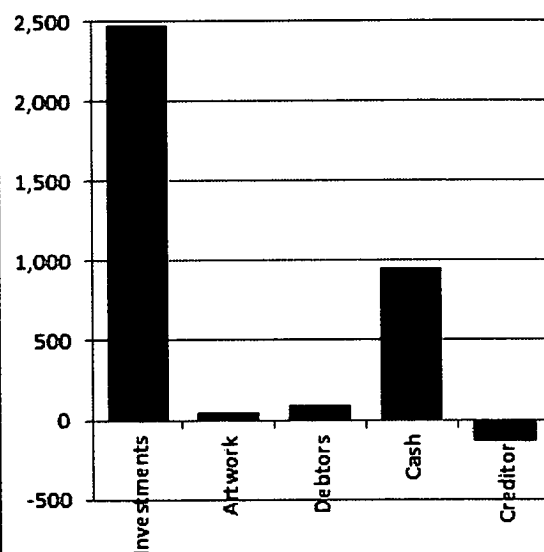
The net movement in total Charity funds was a decrease of £9,000 compared to the opening funds as at 1st April 2017 – giving a closing balance of £3,426,000 as at 31st March 2018.

The majority (98.5%) of the Charity's funds are classified as unrestricted with a year-end value of £3,375,000 with a small balance of £51,000 classified as restricted.

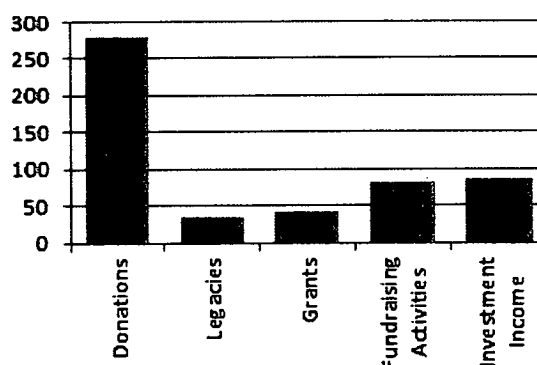
The Charity continues to hold the majority of its net assets in the form of investments in a common investment fund managed by CCLA with a value of £2,467,000 (72.0% of net assets) at 31st March 2018 and in cash reserves of £951,000 (27.8%).

The charts opposite provide graphical representations of the Charity's balance sheet as at 31st March 2018 and its income and expenditure for 2017/18:

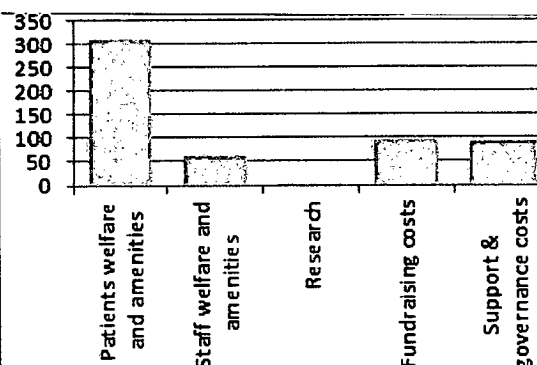
Charity Balance Sheet at 31st March 2018 (£'000)



Charity Income 2017/18 (£'000)



Charity Expenditure 2017/18 (£'000)



Structure, Governance and Management

University Hospitals Coventry and Warwickshire Charity (the Charity) is an independent Charity, which exists to support University Hospitals Coventry and Warwickshire NHS Trust and Coventry and Warwickshire Partnership NHS Trust.

It is registered with the Charity Commission (registered Charity Number 1165393) and is also a company limited by guarantee (registered number 9981080).

On 1st April 2016 the Charity took over the net assets and undertaking of our predecessor Charity, University Hospitals Coventry and Warwickshire NHS Trust Charity.

Charitable Objects

The objects and powers of the Charity are set out in the governing documents submitted to the Charity Commission. As the Charity for University Hospitals Coventry and Warwickshire NHS Trust and Coventry and Warwickshire Partnership Trust the Charity will continue to meet the objectives of the predecessor Charity and aims to make things better for patients, their families and the staff who treat them by providing grants to:

- Fund equipment
- Finance research projects
- Provide patient and family support
- Fund staff training, and
- Make healthcare premises friendlier and more welcoming places.

All of this in respect of matters over and above that which is provided from statutory NHS budgets.

A Memorandum of Understanding and Deed of Understanding between the Charity and University Hospitals Coventry and Warwickshire NHS Trust ensures that there is a shared understanding of how the new Charity is to meet its charitable objects.

Board of Trustees

The Charity is governed by a board of nine trustees, a majority of which must be independent of the NHS Trust, which the Charity supports. Therefore, currently four have been nominated by the Board of UHCW NHS Trust and five were recruited through an open and competitive recruitment process. Trustees serve for an initial period of three years, which may be renewed for further terms.

The Chairman, Andrew Meehan, also Chairman of UHCW NHS Trust, has agreed to extend his period of tenure for a further year (until 1st April 2019). Thereafter, the trustees will elect one of their number to serve as Chairman.

A list of current trustees and trustees who retired during this year, is shown on page 18.

The trustees also serve as directors of the Company limited by guarantee.

The board meets quarterly and such other times as may be required to transact the business of the Charity.

Upon appointment, directors receive a full induction and are made aware of their responsibilities in respect of the Charity. Members are provided with a copy of the Charity Commission's publication "Charities and Public Benefit" outlining their responsibilities when acting on behalf of the Charity and they are given a briefing

document about the Charity, its structure and their role.

Staff

The day to day management of the Charity governance, grant making and fundraising is delegated to the Head of UHCW Charity, supported by a Fundraising Officer and Administrator. The Head of UHCW Charity provides regular reports to the Trustee Board and meets regularly with the Chairman.

The Charity staff are supported by four regular volunteers, who together donate an average of 38 hours a week. The volunteers assist with administration, counting money and they run the weekly hospital book stall. A number of one-off volunteers can be called upon as needed.

Remuneration for Key Staff

Following the charity's status of independence in 2016, the Charity is able to recruit staff at market rates for the sector, rather than within NHS pay bands.

The Trustees review pay each year and will be taking the findings of the new Finance Committee into account when setting future pay awards and cost of living awards.

Financial responsibilities

The financial responsibilities of the Charity are managed by the Finance Department of University Hospitals Coventry and Warwickshire NHS Trust; including the preparation of month-end fund statements and year-end financial accounts; and quarterly reports to the Trustee Board on the performance of the investments portfolio and financial performance of the Charity. The cost of this service is re-charged to the Charity.

Fund structure

All monies received by the Charity are allocated to an appropriate restricted or unrestricted fund depending upon the donor's wishes. Where there is an express wish of the donor that monies must only be used for a specific purpose, these are placed in a restricted fund. However, where the donor expresses a wish or a preference but without imposing any trust, the funds are placed in a designated fund for that purpose or where appropriate a general purposes fund. The Charity always seeks to spend designated funds on the purpose for which they were given but reserves the right to use them for alternative purposes if no suitable use is identified.

In addition to the funds related to the services provided by University Hospitals Coventry and Warwickshire NHS trust, the Charity also manages all of the charitable funds that support Coventry and Warwickshire Partnership NHS Trust.

The funds are overseen by Fund Advisors. The majority of Fund Advisors are key clinicians in the two NHS organisations and are best able to advise the Trustee Board on how the donations can be most effectively spent.

Grant making policy

Any staff member can apply for a grant. All grant applications must be supported by a Fund Advisor. A grant request up to £5,000 requires the approval of the Head of Charity. Between £5,000 - £19,999 the approval of the Charity Chairman is required and £20,000 and above, applicants are invited to present their case to a meeting of the Board, whose approval is required.

Reserves policy

The Trustees aim to retain at least the equivalent of two years' income held as a reserve to cover potential grant making and overhead expenditure for twelve months. They recognise its obligation to ensure that income received by the Charity should be spent effectively and promptly in accordance with the funds objects. It is committed to spend at least as much as it receives in income each year, and has in recent years, actively worked with the NHS Trusts to make long-term expenditure plan by identifying projects above this commitment, in order to reduce the reserves. The Board of Trustees receives regular reports on the financial performance and standing of the Charity including its investment funds, liquid resources and reserves.

The reserves are calculated from unrestricted income funds that are freely available after taking into account funds earmarked for specific projects. This reserve is in the form of readily available bank deposits to meet immediate cash requirements and short to medium term investment funds to provide a mix of income and capital growth for future charitable projects.

The Charity contained no endowment funds at the start of the year and none was received or created during the year. Endowment funds are capital funds invested to produce an income which is then made available to a charity and which the Trustees are legally required to invest or retain for their purposes.

Investment policy

The Board's investment strategy is to maximise the level of investment income whilst at the same time maintaining (or

increasing) the capital investment value of the underlying investments in real terms. Achieving an appropriate balance between these objectives requires subjective judgement and professional advice which is obtained from CCLA.

The Charity currently invests mainly in the Common Investment Fund (COIF) managed by CCLA Investment Management Limited.

The Board has also agreed an ethical investment policy which precludes investments in the direct processing and/or manufacture of tobacco products or armaments, as these are not felt to be in accordance with the Charity's purposes and objects.

The total value of the investment portfolio at 31 March 2018 is £2,467,000. Gross income from investments is used to help defray operating costs of the Charity. The Trustees receive quarterly reports on the performance of the investment portfolio and continue to review the investment strategy regularly to ensure that the available return is maximised.

Risk statement

During the year, the Board continues to review the major risks to which the Charity is exposed. Significant areas of risk for the Charity are falls in investment income and high commitments in respect of expenditure. These risks are mitigated by the Charity maintaining a varied investment portfolio which includes wider range investments, narrower range investments and bank deposits; having sufficient cash resources to meet its immediate commitments; only committing expenditure once resources are secured; and by having

an active fundraising team to generate additional resources.

The Board is also aware that the Charity needs to safeguard its credibility as being beneficial to the local community and endeavours to ensure that the name of the Charity is not linked to any inappropriate fundraising or similar activities and that its conduct is strictly in accordance with its charitable objects, charitable law, and the

requirements of the Charity Commission and Fundraising Regulator.

Trustee Indemnity Insurance

The Charity purchased Trustee indemnity insurance during 2017/18 which provides cover up to £1million at a cost of £858.

Trustees

A list of the current trustees and retired trustees throughout 2017/18 are listed in the below table.

Name	UHCW/Independent	Appointment Date	Resignation Date
Andrew Meehan (Chairman)	Chairman UHCW	1 st April 2016	
Linda Abolins	Deputy Chief Nursing Officer, UHCW	1 st April 2016	31 st December 2017
Ian Buckley	Non-Executive Director, UHCW	1 st April 2016	
David Eltringham	Chief Operating Officer, UHCW	1 st April 2016	15 th June 2018
Amrik Bhabra	Independent	1 st April 2016	
Nick Eastwood	Independent	1 st April 2016	
Karen Griffin	Independent	1 st April 2016	
Jacqui Staunton	Independent	1 st April 2016	
Claire Willers	Independent	1 st April 2016	25 th July 2018

Auditor

Insofar as the trustees are aware:

- There is no relevant audit information of which the Charitable Company's auditor is unaware.
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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 the Companies Act 2006 relating to small entities.

Statement of Trustees' Responsibilities in Respect of the Trustees' Annual Report and the Financial Statements

Under charity law, the trustees (who are also the directors of the charitable company for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements for each financial year which show a true and fair view of the state of affairs of the charity and the charity's excess of income over expenditure for that period. The trustees have elected to prepare the financial statements in accordance with FRS 102 (*the Financial Reporting Standard applicable in the UK and Republic of Ireland*).

In preparing these financial statements, generally accepted accounting practice entails that the trustees:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether the recommendations of the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- state whether the financial statements comply with the trust deed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees are required to act in accordance with the trust deed of the charity, within the framework of trust law. They are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustees to ensure that, where any statements of accounts are prepared by them under the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that Act. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the financial and other information included on the charity's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board of Trustees and signed on its behalf by

Signed:



Andrew Meehan
Chair of Trustees

10/10/2018

Independent Auditor's Report to the Members of University Hospitals Coventry and Warwickshire Charity

Opinion

We have audited the financial statements of University Hospitals Coventry and Warwickshire Charity for the year ended 31 March 2018 which comprise the Statement of Financial Activities, Balance Sheet and Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2018 and of its incoming resources and application of resources, including its income and expenditure 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 Companies Act 2006.

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. We are independent of the charitable company 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 trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company'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 trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's

report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, 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 this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion based on the work undertaken in the course of our audit

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the trustees' report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 19, the trustees (who are also the directors of the charitable company for the purposes of company law) are 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 trustees determine 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 trustees are responsible for assessing the charitable company'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 the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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: 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 charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company'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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.


Helen Drew
Senior Statutory Auditor

For and on behalf of

Crowe U.K. LLP

Statutory Auditor

Black Country House

Rounds Green Road

Oldbury

B69 2DG

Date:

5-12-18

Statement of Financial Activities (including Income and Expenditure Account)
for the year ended 31 March 2018

		2017/18			2016/17		
	Note	Un- restricted Funds £000	Restricted Funds £000	Total Funds £000	Un- restricted Funds £000	Restricted Funds £000	Total Funds £000
Income from:							
Donations and legacies	3	351	3	354	318	2	320
Other trading activities	4	74	7	81	86	1	87
Income from Investments	6	87	0	87	84	1	85
Total income		512	10	522	488	4	492
Expenditure on:							
Raising funds	7	(94)	0	(94)	(52)	0	(52)
Charitable activities:	8						
Patient welfare and amenities		(381)	(4)	(385)	(757)	(2)	(759)
Staff welfare and amenities		(75)	0	(75)	(21)	0	(21)
Research		(6)	0	(6)	(34)	0	(34)
Total expenditure		(556)	(4)	(560)	(864)	(2)	(866)
Net income/(expenditure) before gains/(losses) on investments		(44)	6	(38)	(376)	2	(374)
Unrealised net gains/(losses) on investments	15.1	29	0	29	289	0	289
Gains/(losses) on revaluation of fixed assets	16			0	0	0	0
Transfers between funds	21	0	0	0	20	(20)	0
Other gains/(losses)	23			0	0	0	0
Net income/(expenditure) movement in funds		(15)	6	(9)	(67)	(18)	(85)
Reconciliation of Funds							
Total Funds brought forward at 1 April	22.1	3,393	42	3,435	3,460	60	3,520
Total Funds carried forward at 31 March		3,378	48	3,426	3,393	42	3,435

The notes on pages 26 to 38 form part of this account.

Balance Sheet as at 31 March 2018

	Note	As at 31st March 2018			As at 31st March 2017		
		Un- restricted Funds £000	Restricted Funds £000	Total Funds £000	Un- restricted Funds £000	Restricted Funds £000	Total Funds £000
Fixed Assets							
Investments	15	2,467	0	2,467	2,438	0	2,438
Heritage assets	16	51	0	51	51	0	51
Total Fixed Assets		2,518	0	2,518	2,489	0	2,489
Current Assets							
Debtors	17	92	0	92	30	0	30
Cash and cash equivalents	18	903	48	951	941	42	983
Total Current Assets		995	48	1,043	971	42	1,013
Creditors: Amounts falling due within one year	19	(135)	0	(135)	(67)	0	(67)
Total Current Liabilities		(135)	0	(135)	(67)	0	(67)
Net Current Assets / (Liabilities)		860	48	908	904	42	946
Total Assets less Current Liabilities		3,378	48	3,426	3,393	42	3,435
Net Assets		3,378	48	3,426	3,393	42	3,435
The Funds of the Charity:							
Restricted income funds	22.2		48	48		42	42
Unrestricted income funds	22.3	3,378		3,378	3,393		3,393
Total Charity Funds		3,378	48	3,426	3,393	42	3,435

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements (and supporting notes to the statements) on pages 23 to 38 were approved by the Board of Trustees on 25th July 2018.

Signed: 

Name: Andrew Meehan

Date: 10/10/2018

Statement of Cash Flows for the year ended 31 March 2018

	Note	Total 2017/18 £000	Total 2016/17 £000
Cash flows from operating activities:			
Net cash provided by (used in) operating activities	20	<u>(119)</u>	<u>(616)</u>
Cash flows from investing activities:			
Dividends, interests and rents from investments		<u>87</u>	<u>85</u>
Net cash provided by (used in) investing activities		<u>87</u>	<u>85</u>
Change in cash and cash equivalents in the reporting period		<u>(32)</u>	<u>(531)</u>
Cash and cash equivalents at the beginning of the reporting period		983	1,514
Cash and cash equivalents at the end of the reporting period		<u>951</u>	<u>983</u>

Notes to the financial statements for the year ended 31 March 2018

1 Accounting Policies

1.1 Charity Information

University Hospitals Coventry and Warwickshire Charity (the Charity) is a Charity registered in England and Wales (Charity number 1165393). Its registered office and principal place of business is University Hospital, Clifford Bridge Road, Coventry, CV2 2DX. The Charity is also a registered company limited by guarantee (registered number 9981080).

Its principal activity is working to make things better for patients, their families and the staff who treat them by providing funding for important equipment, pioneering research and all the important extras that makes the care so special.

1.2 Accounting Convention

a) Basis of Preparation

The Charity constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared under the historic cost convention, with the exception of investments which are presented at fair value.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

b) Going Concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

1.3 Transfer of Assets from University Hospitals Coventry and Warwickshire NHS Trust Charity

In March 2014, the Department of Health published a paper entitled "Review of the regulation and governance of NHS charities". This provided NHS charities with the option to transfer their assets to new wholly independent charities regulated solely by the Charity Commission.

The University Hospitals Coventry and Warwickshire NHS Trust decided to convert its linked charity, University Hospitals Coventry and Warwickshire NHS Trust Charity, to independent status by the creation of an entirely new organisation; the University Hospitals Coventry and Warwickshire Charity.

It was agreed by a "Deed of Understanding" that the University Hospitals Coventry and Warwickshire NHS Trust Charity would transfer all of its assets (and liabilities) to the University Hospitals Coventry and Warwickshire Charity on 1st April 2016. For the purpose of these financial statements, the transferred assets and liabilities are treated as opening balances in the prior year comparatives for 2016/17.

1.4 Structure of Funds

Where there is a legal restriction on the purpose for which a fund may be used, the fund is classified in the financial statements as a restricted fund.

Funds where the capital is held to generate income for charitable purposes and cannot itself be spent are accounted for as endowment funds. The Charity does not have any such funds.

Other funds are classified as unrestricted funds and include funds which are not legally restricted but which the trustee has chosen to earmark for set purposes (designated funds).

Notes to the financial statements for the year ended 31 March 2018 (continued)

The major funds held as restricted are disclosed in note 22.2, and those that are unrestricted but designated are shown in note 22.3. The Charity has no endowment funds.

1.5 Incoming Resources**a) General**

All incoming resources are included in full in the Statement of Financial Activities as soon as the following three factors can be met:

- i) entitlement - arises when a particular resource is receivable or the Charity's right becomes legally enforceable;
- ii) high probability - when it is more likely than not that the incoming resource will be received;
- iii) measurement - when the monetary value of the incoming resources can be measured with sufficient reliability;

b) Legacies

Legacies are accounted for as incoming resources either upon receipt or when the receipt of the legacy becomes probable.

The receipt of a legacy is probable when:

- i) The representatives of the estates have confirmed that probate has been granted
- ii) It has been ascertained by the executors that sufficient assets are available in the estate to pay it
- iii) All conditions attached to it have been met or are within the control of the Charity.

If there is uncertainty as to the amount of the legacy and it cannot be reliably estimated then the legacy is shown as a contingent asset (note 24) until all of the conditions for income recognition are met.

1.6 Resources Expended**a) General**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to each category of expense shown in the Statement of Financial Activities. Expenditure is recognised when the following criteria are met:

- i) There is a present legal or constructive obligation resulting from a past event
- ii) It is more likely than not that a transfer of benefits (usually a cash payment) will be required in settlement
- iii) The amount of the obligation can be measured or estimated reliably.

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

b) Grants payable

Grants payable are payments made to third parties (including NHS bodies) in the furtherance of the charitable objectives of the funds held on trust, primarily relief of those who are sick.

Grant payments are recognised as expenditure when the conditions for their payment have been met or where there is a constructive obligation to make a payment.

A constructive obligation arises when the Charity:

- i) Has communicated its intention to award a grant to a recipient who then has a reasonable expectation that they will receive a grant
- ii) Has made a public announcement about a commitment which is specific enough for the recipient to have a reasonable expectation that they will receive a grant
- iii) Has established a pattern of practice which indicates to the recipient that it will honour its commitment.

The trustees have control over the amount and timing of grant payments and consequently where approval has been given by the trustees and any of the above criteria have been met then a liability is recognised. Grants are not usually awarded with conditions attached. However, when they are

Notes to the financial statements for the year ended 31 March 2018 (continued)

then those conditions have to be met before the liability is recognised.

Where an intention has not been communicated, then no expenditure is recognised but an appropriate designation is made in the appropriate fund. If a grant has been offered but there is uncertainty as to whether it will be accepted or whether conditions will be met then no liability is recognised but a contingent liability is disclosed.

c) Allocation of overhead and support costs

Support costs are those costs which do not relate directly to a single activity. These include staff costs, administrative expenses, finance and accounting services, internal and external audit costs and IT systems/support. Support costs have been apportioned between fundraising costs and charitable activities on an appropriate basis and are analysed in note 11.

d) Fund raising costs

The costs of generating funds are those costs attributable to generating income for the Charity and include staff and expenses related to fundraising activities and fees paid to external fundraising advisors.

Fundraising costs exclude those costs incurred in undertaking charitable activities and the costs incurred in undertaking trading activities in furtherance of the Charity's objects. Costs of the Charity's investment managers are met from the investments and are not separately identifiable and are not therefore recorded as fundraising costs.

e) Charitable activities

Costs of charitable activities comprise all costs incurred in the pursuit of the charitable objects of the Charity. These costs, where not wholly attributable, are apportioned between the categories of charitable expenditure in addition to the direct costs. The total costs of each category of charitable expenditure therefore include support costs, as shown in note 8.

1.7 Fixed Assets

a) Fixed Asset Investments

Fixed asset investments are initially recognised at their transaction value and are subsequently measured at their fair value (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.

Quoted stocks and shares are included in the balance sheet at mid-market price, ex-dividend; and other investment fixed assets are included at the Trustee's best estimate of market value.

The main form of financial risk faced by the Charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

Further information on the Charity's investments can be found at note 15.

b) Fixed Asset Heritage Assets

The Charity owns a number of pieces of artwork which are on long term loan to University Hospitals Coventry and Warwickshire NHS Trust, and are displayed in the Trust's hospital buildings in order to enhance the patient environment. These assets are valued at historic cost.

1.8 Other Assets and Liabilities

a) Debtors

Debtors are amounts owed to the Charity. They are measured on the basis of their recoverable amount.

Notes to the financial statements for the year ended 31 March 2018 (continued)

b) Cash and Cash Equivalents

Cash at bank and in hand is held to meet the day to day running costs of the Charity as they fall due. Cash equivalents are short term, highly liquid investments, usually in 90 day notice interest bearing savings accounts.

c) Creditors

Creditors are amounts owed by the Charity. They are measured at the amount that the Charity expects to have to pay to settle the debt. Amounts which are owed in more than a year are shown as long term creditors.

1.9 Realised Gains and Losses

All gains and losses are taken to the Statement of Financial Activities as they arise and are calculated as follows:

- i) Realised gains/losses: difference between sales proceeds and opening carrying value (purchase date if later)
- ii) Unrealised gains/losses: difference between the market value at the year end and opening carrying value (or purchase date if later)..

1.10 Staffing/Pensions

The Charity now directly employs all of its staff, with payroll administration outsourced to TGFP. From the 1st of November 2017, the Charity initiated a workplace pension scheme managed by B&CE Holdings Ltd for its staff.

1.11 Accounting Judgements and Key Assumptions

There are no significant judgements that management has made in the process of applying the Charity's accounting policies.

There are no key assumptions concerning the future, nor other key sources of estimation uncertainty which have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period

2 Related Party Transactions

During the year none of the Trustees or members of the key management staff or parties related to them has undertaken any material transactions with the University Hospitals Coventry and Warwickshire Charity.

The main beneficiary of the Charity are patients of University Hospitals Coventry and Warwickshire NHS Trust and Coventry and Warwickshire Partnership NHS Trust.

During the year the Charity has made Charitable Grants to University Hospitals Coventry and Warwickshire NHS Trust and Coventry and Warwickshire Partnership NHS Trust £361,887 and £11,004 respectively and these are detailed in note 9. The Charity has made no grants to any other organisation.

As at 31st March 2018, £122,750.77 was owed by the Charity to the University Hospitals Coventry and Warwickshire NHS Trust for grants payable, finance and administration services.

On the other hand, the Trust owed the Charity £2,086 which represents a donation made in support of obstetrics to the Trust on behalf of the Charity.

During the year, five trustees of the Charity (although only four at any one time) were directors or employees of University Hospitals Coventry and Warwickshire NHS Trust. In addition, the Charity procured services from University Hospitals Coventry and Warwickshire NHS Trust in respect of financial services/accounting support.

Notes to the financial statements for the year ended 31 March 2018 (continued)

3 Analysis of Income from Donations and Legacies

	Unrestricted Funds £000	Restricted Funds £000	Total 2017/18 £000	Total 2016/17
Donations	275	3	278	261
Legacies	34	0	34	7
Grants	42	0	42	52
	351	3	354	320

- Donations include monies received from patients, staff, members of the public and organisations through unsolicited donations and collection boxes.
- Grants include monies received from applications made to grant giving trusts and foundations.

4 Analysis of Income from Other Trading Activities

	Unrestricted Funds £000	Restricted Funds £000	Total 2017/18 £000	Total 2016/17
Trading	49	0	49	56
Charity Events	9	7	16	6
Game of Chance	11	0	11	4
Gift Aid on Sponsorship Income	5	0	5	21
	74	7	81	87

- Charity events include monies from events organised by staff such as the Jingle Jog.
- Gift aid on sponsorship is the gift aid claimed on events
- Trading is the sale of charity teddy bears, key rings and t-shirts as well as donated goods from local retailers.

5 Role of Volunteers

Volunteers support the Charity by assisting with a variety of administrative and fundraising tasks including office duties, counting cash and running book sales.

6 Gross Income From Investments

	Unrestricted Funds £000	Restricted Funds £000	Total 2017/18 £000	Total 2016/17 £000
Fixed asset equity and similar investments	76	0	76	51
Short term investments and deposits and cash on deposit	11	0	11	34
	87	0	87	85

7 Analysis of Expenditure on Raising Funds

	Unrestricted Funds £000	Restricted Funds £000	Total 2017/18 £000	Total 2016/17 £000
Fundraising office	45	0	45	42
Fundraising events	4	0	4	7
Fundraising support and advice	45	0	45	3
	94	0	94	52

Notes to the financial statements for the year ended 31 March 2018 (continued)**8 Analysis of Charitable Expenditure**

The Charity did not undertake any direct charitable activities on its own account during the year. All of the charitable expenditure was in the form of grant funding.

The majority of grants were made to University Hospitals Coventry and Warwickshire NHS Trust and the Coventry and Warwickshire Partnership NHS Trust

	Grants Funded 2017/18 £000	Support Costs 2017/18 £000	Total 2017/18 £000	Total 2016/17 £000
Patients welfare and amenities	308	77	385	759
Staff welfare and amenities	60	15	75	21
Research	5	1	6	34
	373	93	466	814

9 Analysis of Grants

The Charity does not make grants to individuals. All grants are paid to NHS organisations or other organisations to provide care for NHS patients in furtherance of the charitable objectives.

The trustees operate a scheme of delegation for the majority of funds under which fund advisors manage expenditure from those funds in accordance with guidance approved by the trustees.

	Grants Funded 2017/18 £000	Number of Grants 2017/18
University Hospitals Coventry and Warwickshire NHS Trust	362	113
Coventry and Warwickshire Partnership NHS Trust	11	12
	373	125

10 Movements in Funding Commitments

The table below analyses the movement in funding commitments during the year.

	Current Liabilities 31/03/2018 £000	Non-Current Liabilities 31/03/2018 £000	Total 31/03/2018 £000	Total 31/03/2017 £000
Opening balance (1 April)	39	0	39	0
Additional commitments made in year	373	0	373	704
Amounts paid during the year	(308)	0	(308)	(665)
Closing balance (31 March)	104	0	104	39

The analysis of creditors above only includes those sums relating to grants payable and excludes creditors related to operating costs. The sums analysed will not therefore balance to figures shown on the face of the balance sheet nor to the totals in the analysis of creditors in note 19.

Notes to the financial statements for the year ended 31 March 2018 (continued)

11 Allocation of Support Costs and Overheads

Support and overhead costs include governance and administrative costs but exclude the direct costs of fundraising activities.

Governance costs are those support costs which relate to the strategic and day to day management of a charity.

Support and overhead (including governance) costs are allocated on the following basis:

- a) Governance costs are apportioned between fundraising activities and charitable activities
- b) Costs relating to the administration of grants are charged to charitable activities.

Costs are apportioned directly to the appropriate category where possible, otherwise they are apportioned between categories on an appropriate basis (e.g. time spent)

Costs are apportioned to funds on a monthly basis in proportion to fund balances.

	Raising Funds £000	Charitable Activities £000	Total 2017/18 £000	Total 2016/17 £000	Basis
External audit	0	7	7	7	Expenditure
Charity team	7	42	49	65	Time
Finance team	3	21	24	25	Time
Other costs	3	23	26	18	Expenditure
Total	13	93	106	115	

	Unrestricted Funds £000	Restricted Funds £000	Total 2017/18 £000	Total 2016/17 £000
Raising funds	13	0	13	5
Charitable activities	93	0	93	110
	106	0	106	115

12 Trustee Remuneration, Benefits and Expenses

No remuneration, benefits nor expenses were payable to the Charity trustees in 2017/18 (2016/17 £nil).

Notes to the financial statements for the year ended 31 March 2018 (continued)

13 Analysis of Staff Costs and Remuneration of Key Management Personnel

	2017/18 £000	2016/17 £000
Seconded and agency staff	0	53
Salaries and wages (directly employed)	77	29
Social security costs	4	0
Other pension costs	1	0
Total	82	82
Average number of employees (headcount)	3	3

The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the Charity in 2017/18 was £37,474.

14 Auditor's Remuneration

The auditor's remuneration for 2017/18 was £6,600 including VAT (£7,200 including VAT in 2016/17)

15 Fixed Asset Investments**15.1 Movement in Fixed Asset Investments**

	2017/18 £000	2016/17 £000
Opening balance (UHCW NHS Trust Charity transfer)	2,438	2,149
Add: net gain/(loss) on revaluation	29	289
Market value at 31 March	2,467	2,438

15.2 Fixed Asset Investments by Type

	2017/18 £000	2016/17 £000
CCLA COIF - Investment Fund	2,143	2,106
CCLA COIF - Fixed Interest Fund	324	332
Total	2,467	2,438

The CCLA COIF - Investment Fund is a common investment investment fund managed by CCLA which has a mixed portfolio of investments - the funds asset allocation as at 31st March 2018 included:

Overseas equities	55.0%
UK equities	18.3%
Infrastructure and operating assets	10.2%
Other	16.5%

The CCLA COIF - Fixed Interest Fund is a common investment investment fund managed by CCLA which has a mixed portfolio of investments - the funds asset allocation as at 31st March 2018 included:

Non-Gilts	55.0%
Gilts	44.1%
Other	0.9%

Notes to the financial statements for the year ended 31 March 2018 (continued)

16 Heritage Assets

	2017/18 £000	2016/17 £000
Opening balance (UHCW NHS Trust Charity transfer)	51	51
Historic cost at 31 March	51	51

Heritage assets comprise of artwork which is on long term loan to University Hospitals Coventry and Warwickshire NHS Trust. It is valued at historic cost.

17 Analysis of Current Debtors

	Total at 31 March 2018 £000	Total at 31 March 2017 £000
Amounts falling due within one year:		
Amounts owed by associated undertakings*	2	3
Prepayments and Accrued Income	90	27
Total debtors	92	30

* The associated undertaking is University Hospitals Coventry and Warwickshire NHS Trust

18 Analysis of Cash and Cash Equivalents

	Total at 31 March 2018 £000	Total at 31 March 2017 £000
Cash in hand and at bank	951	983
Total cash and cash equivalents	951	983

19 Analysis of Creditors

	Total at 31 March 2018 £000	Total at 31 March 2017 £000
Amounts falling due within one year:		
Amounts owed to UHCW NHS Trust*	16	21
Taxation and social security	2	0
Other pension costs	1	0
Other accruals	8	7
Accruals for grants payable	107	39
Total creditors	134	67

* these sums relate to finance staff recharges from UHCW NHS Trust Charity and are expected to be cleared during 2018/19

Notes to the financial statements for the year ended 31 March 2018 (continued)

20 Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2017/18 £000	2016/17 £000
Net income/(expenditure) for 2017/18 (as per the Statement of Financial Activities)	(38)	(374)
Adjustments for:		
Dividends, interests and rents from investments	(87)	(85)
(Gains)/Losses on investments		
(Increase)/decrease in debtors	(62)	19
Increase/(decrease) in creditors	68	(176)
Net cash provided by (used in) operating activities	<u>(119)</u>	<u>(616)</u>

21 Transfers Between Funds

Transfers between funds usually occur when fund advisors identify separate funds with similar objectives, and those funds could potentially be merged into one.

22 Analysis of Funds

22.1 Reconciliation of Total Fund Movements

	Balance b/f £000	Income £000	Expenditure £000	Inter-Fund Transfers £000	Gains and Losses £000	Balance c/f £000
Restricted funds	42	10	(4)	0	0	48
Unrestricted funds	3,393	512	(556)	0	29	3,378
Total	<u>3,435</u>	<u>522</u>	<u>(560)</u>	<u>0</u>	<u>29</u>	<u>3,426</u>

22.2 Analysis of Restricted Funds Movements

Name of Fund	Balance b/f £000	Income £000	Expenditure £000	Inter-Fund Transfers £000	Gains and Losses £000	Balance c/f £000
A Brooklands General Purpose	20	0	0	0	0	20
B Aggregate of other funds	22	10	(4)	0	0	28
Total	<u>42</u>	<u>10</u>	<u>(4)</u>	<u>0</u>	<u>0</u>	<u>48</u>

Description of Nature and Purpose of Fund

- A Support healthcare services provided at Brooklands Hospital, Marston Green, Birmingham
 B Other funds supporting mental healthcare provided by Coventry and Warwickshire Partnership NHS Trust

Notes to the financial statements for the year ended 31 March 2018 (continued)

22.3 Analysis of Unrestricted Funds Movements

Name of Fund	Balance b/f £000	Income £000	Expenditure £000	Inter-Fund Transfers £000	Gains and Losses £000	Balance c/f £000
A Cardiology	372	12	(24)	0	2	362
B General St Cross Hospital	218	10	(14)	0	1	215
C Ophthalmology General Care Fund	183	6	(9)	0	1	181
D General Surgery	183	5	(9)	0	1	180
E Respiratory	150	5	(7)	1	1	150
F Neonatal Department Trust Fund	178	26	(57)	1	(5)	143
G Cancer Ward Fund Walsgrave (oncology)	131	21	(18)	1	3	138
H Intensive and Critical Care	121	20	(21)	2	2	124
I Jeremy Pilcher (Dr) Memorial Fund	151	3	(30)	0	(4)	120
J General UH	95	65	(56)	(3)	2	103
K General Research (Innovation and Development)	104	1	(8)	0	(1)	96
L Young People and Children's Services	84	21	(20)	0	1	86
M Breast Care Fund	67	9	(4)	4	3	79
N Paediatric Trust Fund	70	2	(3)	0	0	69
O Neurosurgery	65	2	(5)	0	0	62
P Haematology Development Fund	53	28	(29)	3	1	56
Q Voluntary Services	0	68	(26)	1	10	53
R Heart Research Fund Walsgrave	47	1	(1)	0	0	47
S Dermatology Trust Fund	46	2	(4)	0	0	44
T Renal Research - Kidney Unit Coventry	44	2	(2)	0	0	44
Other unrestricted funds	1,031	203	(209)	(10)	11	1,026
Total	3,393	512	(556)	0	29	3,378

Description of Nature and Purpose of Fund

- A To enhance the care of patients by funding new services, facilities
- B Improving patient care as well as staff welfare and training
- C To enhance the care of patients by funding new equipment and services
- D To enhance the care of patients by funding new IT equipment
- E To enhance the care of patients by funding new services, equipment
- F To improve patient care, patient and facilitate staff training and development
- G Benefit of patients & staff within Cancer Services
- H To enhance the care of patients by funding new services and facilities
- I Research and development, and Clinical Facilities For Cardiac Patients
- J For general patient and staff welfare
- K Research and education
- L To promote paediatric research for non-commercial reasons
- M To fund the capital works for a new screening and mammography centre in the City of Coventry
- N To promote paediatric research for non-commercial reasons
- ~~O To enhance the care of patients by funding new equipment and services~~
- P Research into kidney failure and its treatment inc equipment
- Q To enhance the care of patients by funding new equipment and services
- R To aid R&E activities for understanding and management of cardiovascular diseases
- S To foster research in dermatology for patient benefit and improve facilities available to staff
- T Research into kidney failure and its treatment inc equipment

The above funds have been accepted by the UHCW Charity without trust being imposed and hence are classified as unrestricted. However, the Trustees have determined that the funds will be designated for particular purposes in order to satisfy (as closely as possible) the donors' stated preferences as to how the funds should be expended.

Notes to the financial statements for the year ended 31 March 2018 (continued)

22.4 Reconciliation of Total Fund Movements (Prior Year 2016/17)

	Balance b/f	Income	Expenditure	Inter-Fund Transfers	Gains and Losses	Balance c/f
	£000	£000	£000	£000	£000	£000
Restricted funds	60	4	(2)	(20)	0	42
Unrestricted funds	3,460	488	(864)	20	289	3,393
Total	3,520	492	(866)	0	289	3,435

22.5 Analysis of Restricted Funds Movements (Prior Year 2016/17)

Name of Fund	Balance b/f	Income	Expenditure	Inter-Fund Transfers	Gains and Losses	Balance c/f
	£000	£000	£000	£000	£000	£000
A Brooklands General Purpose	20	1	(1)	(2)	2	20
B Aggregate of other funds	40	3	(1)	(18)	(2)	22
Total	60	4	(2)	(20)	0	42

See note 22.2 for fund descriptions

22.6 Analysis of Unrestricted Funds Movements (Prior Year 2016/17)

Name of Fund	Balance b/f	Income	Expenditure	Inter-Fund Transfers	Gains and Losses	Balance c/f
	£000	£000	£000	£000	£000	£000
A Cardiology	346	11	(10)	(9)	34	372
B General St Cross Hospital	230	9	(36)	(2)	17	218
C Ophthalmology General Care Fund	171	5	(5)	(5)	17	183
D General Surgery	308	6	(129)	(5)	3	183
E Respiratory	159	5	(23)	(3)	12	150
F Neonatal Department Trust Fund	160	27	(26)	1	16	178
G Cancer Ward Fund Walsgrave (oncology)	122	19	(21)	(1)	12	131
H Intensive and Critical Care	55	53	(6)	3	16	121
I Jeremy Pilcher (Dr) Memorial Fund	135	4	(4)	2	14	151
J General UH	92	47	(55)	3	8	95
K General Research (Innovation and Deve.	107	2	(12)	4	3	104
L Young People and Children's Services	66	18	(9)	0	9	84
M Breast Care Fund	20	3	(2)	36	10	67
N Paediatric Trust Fund	62	2	(2)	2	6	70
O Neurosurgery	33	36	(12)	(1)	9	65
P Haematology Development Fund	33	13	(6)	5	8	53
R Heart Research Fund Walsgrave	42	1	(1)	1	4	47
S Dermatology Trust Fund	41	2	(1)	0	4	46
U Renal Care and Dialysis	37	12	(2)	3	6	56
V Neurology and Neuro Rehab	51	6	(12)	0	4	49
Other unrestricted funds	1,190	207	(490)	(14)	77	970
Total	3,460	488	(864)	20	289	3,393

See note 22.3 for fund descriptions (except for the two additional funds noted below)

U To enhance the care of patients by funding new equipment and services

V To enhance the care of patients by funding new services, equipment,

Notes to the financial statements for the year ended 31 March 2018 (continued)

23 Analysis of Other Gains and Losses

During 2017/18, there were no other gains and losses incurred.

24 Contingencies

There were no contingent (losses)/gains included in the financial statements for the year.

25 Connected Organisations

Name, nature of connection, and description of activities undertaken	2017/18	
	Turnover of Connected Organisation £000	Net Deficit for the Connected Organisation £000
University Hospitals Coventry and Warwickshire NHS Trust, a major acute teaching hospital primarily serving the community of Coventry and Warwickshire.	630,651	(14,800)

Whilst the University Hospitals Coventry and Warwickshire NHS Trust was the main beneficiary of Grants made by the Charity during the year, Charitable Grants were also made to the Coventry and Warwickshire Partnership NHS Trust.

In addition to being a main beneficiary of the Charity, University Hospitals Coventry and Warwickshire NHS Trust also nominates a minority number individuals to serve as trustees of the Charity.

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Registered Company Number: 09981080