

Charitable fund and other related charities

Annual report and accounts

April 2017 to March 2018

Corporate Trustee:
Norfolk and Suffolk NHS Foundation Trust
Registered address:
Hellesdon Hospital
Drayton High Road
Norwich
NR6 5BE

Registered Charity Number: 1103563

Created by the governing document, the Trust Deed, dated 1 April 2004



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Corporate Trustee and Advisers

Corporate Trustee

Norfolk and Suffolk NHS Foundation Trust is the sole Corporate Trustee, with members of the Trust's Board acting as ex-officio trustees of the Charitable Funds.

The Board of Directors of Norfolk and Suffolk NHS Foundation Trust who served during the financial year were as follows:

Chair

Gary Page

Non-Executive Directors

Jill Robinson
 Ian Brookman
 Tim Newcomb
 Marion Saunders
 Brian Parrott (to 31.12.17)
 Tim Stevens
 Adrian Matthews

Executive Directors

Michael Scott – Chief Executive (to 02.10.17)
 Julie Cave – Director of Finance /
 Interim Chief Executive
 Jane Sayer – Director of Nursing (to 17.10.17)
 Bohdan Solomka – Medical Director
 Daryl Chapman – Interim Director of Finance
 Debbie White – Director of Operations,
 Norfolk and Waveney (to 31.01.18)
 Leigh Howlett – Director of Strategy
 and Resources (to 18.10.17)
 Josie Spencer – Interim Chief Operating Officer
 Dawn Collins – Interim Director of Nursing

The Corporate Trustee has delegated, within written terms of reference, day to day management of the funds to the Charitable Funds Committee. The Committee was formed on 13 September 2002 and operates with the following membership:

Membership

- **A Non-executive Director will chair the Committee.**

The membership of the Committee shall be:

- Non-executive Director (Chair)
- The Director of Finance (or delegated nominee)
- Company Secretary

All committee members may delegate a suitable representative.

- **Nominated Representatives:
 Norfolk and Suffolk NHS Foundation Trust**
 - Tim Stevens, Non-executive Director
 - Julie Cave, Director of Finance /
 Daryl Chapman Interim Director of Finance
 - Robert Nesbitt, Company Secretary
- No business shall be transacted at a meeting of the Charitable Funds Committee unless at least three representatives are present.

Charitable Funds Committee attendance 2017/18

	25 April 2017	25 July 2017 (Stood Down)	26 Oct 2017	26 April 2018
Brian Parrott Non-executive Director To 31 December 2017	✓		A	
Tim Stevens Non-executive Director	A		✓	✓
Julie Cave Director of Finance To 11 October 2017	✓		A	A
Daryl Chapman Interim Director of Finance From 9 October 2017			✓	✓
Robert Nesbitt Company Secretary	A		✓	✓

A – Apologies received

Registered Address

The Registered Office of the Charitable Fund is:

Norfolk and Suffolk NHS Foundation Trust
Hellesdon Hospital
Drayton High Road
Norwich
NR6 5BE
Telephone: 01603 421120

Principal Professional Advisers

Bankers:

Barclays Bank plc
P.O. Box 885
Mortlock House
Histon
Cambridge
CB24 9DE

Independent Examiner:

Helen Rumsey
Ensors Accountants LLP
Cardinal House
46 St. Nicholas Street
Ipswich
Suffolk
IP1 1TT

Report of the Corporate Trustee

The Corporate Trustee submits its Annual Report on the affairs of the Charity, together with the financial statements and independent examiners report for the year ended 31 March 2018. The financial statements have been prepared in accordance with the accounting policies set out on page 15, and comply with the Charitable Fund's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102).

Charitable Objectives

The Charity is an NHS umbrella charity registered with the Charity Commissioners for England and Wales. The objectives of the umbrella charity are for the Trustee to apply the income, and at their discretion, so far as may be permissible, the capital for any charitable purpose or purposes relating to the services provided by:

- Norfolk and Suffolk NHS Foundation Trust
- The Waveney element of Great Yarmouth and Waveney PCT and their successor body

The funds are used to meet the objectives of the original donations or bequests, so far as is reasonably practicable. Where there are no specific objectives, the funds are used by the Charity for such purposes relating to services provided by them under the National Health Service Act 1977. The Charity meets the legal requirement of applying the funds for public benefit by ensuring that they are spent on the Trust's service users and the staff who care for them.

Specific Restrictions

The funds are managed in accordance with the conditions set out in the Trustee Investments Act 1961 and the governing document. All the Charity's funds are regarded as designated funds for general purposes to particular NHS hospitals or locations and are accounted for in accordance

with the latest Guidance for NHS Charities from the Charity Commission. Twenty seven funds are accounted for as unrestricted funds where the donor has made known their non-binding wishes to a particular area. The Trustee has adopted a policy of designating funds within the unrestricted funds in order to respect the wishes of our generous donors wherever possible.

During the current year the restriction on the Whitwell Endowment Fund was removed so that the fund could be utilised. This was in agreement with the Charity Commission.

The fund is now held as unrestricted.

Structure, Governance and Management

The Charitable Funds Committee is a formal non-executive committee of the Trust's Board of Directors and has no executive powers, other than those specifically delegated to it in its Terms of Reference.

The Charitable Funds Committee, a committee of the Corporate Trustee, met three times during the year and makes recommendations to the Corporate Trustee on:

- Fund governance
- Investment policies
- Fundraising
- Expenditure policies and procedures, and
- Reporting arrangements

Designated Directors and Managers manage the funds within the umbrella Charity on behalf of the corporate trustee.

The funds are overseen by fund holders who can make recommendations on how to spend the money within their area. These recommendations are generally accepted, provided they meet a charitable principle and also correspond to the criteria of the purpose of the fund.

The accounting records and day to day administration of the funds are dealt with by the

Assistant Financial Accountant, 2nd Floor Purple, Endeavour House, Russell Road, Ipswich IP1 2BX.

The registered office of the Charitable Fund is: Norfolk and Suffolk NHS Foundation Trust, Hellesdon Hospital, Drayton High Road, Norwich, NR6 5BE.

Future Plans

A proposal to amalgamate Minsmere, Whitwell and St Clements & Woodlands funds into one fund will be put before the Charitable Funds Committee next year for ease of administration.

A further proposal to re-designate the Northgate Fund into the Great Yarmouth Fund will also be put before the Charitable Funds Committee for agreement. The services at Northgate have now closed and the transfer of the fund will ensure they can be utilised for service user benefit within the Great Yarmouth area.

It is planned to revisit the existing investment policy next year in order to maximise return on any surplus fund balances which have no short-term plans to be utilised.

Principal Activities

Activities and achievements for public benefit

During the year the funds continued to support a wide range of charitable and health related activities benefiting both service users and staff. In doing so the Trustees have had regard to the Charity Commission's guidance on public benefit and in general they are used to purchase additional equipment and services that the NHS is unable to provide from other sources.

There are three principal areas of activity within the Charity:

- **Contributions to the NHS** – where funds are received and expended for the benefit of the NHS.

There were no Contributions to the NHS received or expended during 2017/18. (2016/17 £1,175,000).

- **Patients' welfare and amenities** – where funds are received and expended for the benefit of service users.

Total expenditure for the year under this activity was £20,000 (2016/17 £75,000) of which the main expenditure is summarised below:

A total of £5,000 was transferred to the Friends Supporting Lowestoft Healthcare (the League of Friends for Lowestoft Hospital). This was the total of the Lowestoft Hospital fund whose services are now covered by Great Yarmouth and Waveney CCG and supported by the Friends Supporting Lowestoft Healthcare. This was used to purchase Ankle and Toe Pressure kits for Leg Clinics in the Lowestoft area.

The Charity spent £1,500 on a Green Spaces artwork project involving service users with the design and creation of artwork and planting to provide a pleasant outdoor space at different units across the Trust.

Another £4,500 was spent on Christmas presents and festivities for the service users on the wards.

The remaining expenditure was given for smaller requests for the benefit of service users to enhance the services provided.

- **Staff welfare and amenities** – where funds are received and expended for the benefit of staff.

Expenditure for the year under this activity amounted to £600 (2016/17 £2,000) made up of Staff Away days and Staff Christmas meals.

Grant Making Policy

The Charity awards grants on an informal basis and in accordance with the objectives of the individual funds. The needs of the relevant hospital departments are considered and grants are awarded in the circumstances where the NHS would not normally provide the equipment or service, and where there is a benefit to service users in the provision of the equipment or service. A Charitable Fund request form is completed in the first instance and is considered on its own merits with regard to service user needs and provision of sufficient public benefit. Fund holders are entrusted with making decisions on grant making and will decide the appropriateness of each application. The Charitable Funds Committee monitors income and grant making on a quarterly basis.

Fund holders are able to authorise grants up to £1,000. Approval from Service Managers is required for requests between £1,000 and £5,000. The Director of Finance is required to approve requests between £5,000 and £10,000. Applications over £10,000 need to be approved by the Charitable Funds Committee acting on behalf of the Trust Board.

The Charity also occasionally accepts grants from other charities for the benefit of service users and transmits the donation on their behalf ensuring that the request of the donor is honoured. During the year, no grants were donated from other charities for service user benefit (2016/17, £265).

Financial Review

As shown in the following statement of financial activities, the total value of funds held by the Charity increased from £220,000 to £240,000. A total of £40,000 was given to the Charity in the form of donations and legacies. This was £3,000 more than last year. The Charity has not made any further investments in 2017/18 due to the lack of return and the need for available cash to discharge grants.

Expenditure has decreased from last year by £1,239,000 to £20,000, which was mainly due to the number of funds held with lower values than in previous years and the transfer of the Beccles Hospital fund and the remaining NHS Ipswich and East Suffolk CCG Funds. The independent examination fee for the year was £1,700.

The Charity continues to rely on donations, legacies and investment income as the main source of income. The Corporate Trustee takes the view that charitable funds donated to the Charity are to be used, rather than saved, in fulfilment of the wishes of donors and the objectives of the Charity.

The Charity encourages fund-raising by volunteers but does not depend on donations in kind to achieve its objectives. The Trust held a Summer and Christmas Fete during the year which generated a total of £10,000. This is to be used for the benefit of service users at the Trust to support exercise and wellbeing.

Reserves Policy

The Charity has been mindful of the need to reduce the level of reserves held and the Trustees will continue to review the balances held in the designated funds and encourage an appropriate level of expenditure. There are no target reserves as it is not the policy of the charitable fund to hold reserves. The fund holders are encouraged to spend monies on good causes rather than allowing funds to accumulate. The Charitable Funds Committee monitor any requests over £10,000 thereby anticipating the need to withdraw any investments that may be needed to fund approved grants.

Risk Management

Major risks to which the Charity is exposed have been identified and procedures have been put in place to mitigate those risks. All funds are checked and an assessment is undertaken before a payment is made to ensure that there is money available to meet expenditure. Procedures are in place to safeguard the receipting of donations and the banking of cash and cheques. The Charitable Funds Committee monitors income and expenditure on a quarterly basis. The Trustees have taken a cautious approach to investment by ensuring that assets are invested in low risk ethical funds and kept as cash holdings. Cash holdings that are set aside for day to day transactions are kept to a minimum.

Investment Policy

It is the policy of the Charity to ensure:

- Effective and secure investment of charitable monies
- Maximisation of investment income, and
- Maintenance of appropriate working cash balances for day-to-day transactions

No investments were held within this current year due to poor interest return.

Statement of Trustee responsibilities in respect of the Trustee Annual Report and the financial statements

Under charity law, the Trustees are responsible for preparing the Trustee 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 its incoming resources and application of resources of the Charity for that year.

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

- Select suitable accounting policies and then apply them consistently
- Make judgements 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 and rules, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a 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 and the rules 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 section 132(1) of the Charities Act 2011, those statements of accounts comply with

the requirements of regulations under that provision. 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.

Thank You

On behalf of the staff and service users who have benefited from the donations and legacies given, the Corporate Trustee would like to thank all service users, relatives, staff, and the general public for their generosity.

Further information:

If you require further information about the work and operation of the Fund, please contact the Director of Finance, Norfolk and Suffolk NHS Foundation Trust, Hellesdon Hospital, Drayton High Road, Norwich, Norfolk NR6 5BE.

By order of the Trustee

Signed:



Tim Newcomb
Interim Chair
Date: 29 November 2018



Daryl Chapman
Interim Director of Finance and Trustee
Date: 29 November 2018

Independent examiner's report to the trustee of Norfolk and Suffolk NHS Foundation Trust Charitable Fund and Other Related Charities

I report to the trustee on my examination of the accounts of the Norfolk and Suffolk NHS Foundation Trust Charitable Fund and Other Related Charities (the Charity) for the year ended 31 March 2018.

Responsibilities and basis of report

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

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

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

Signed:



Mrs H Rumsey FCA
Ensors Accountants LLP
Cardinal House
46 St Nicholas Street
Ipswich
IP1 1TT

Date: 6/12/18



Norfolk and Suffolk
NHS Foundation Trust

Annual accounts

for the year ended
31 March 2018

Statement of Financial Activities

for the year ended 31 March 2018

		Unrestricted Funds	Restricted Funds	Endowment Funds	2017/18 Total Funds	2016/17 Total Funds
	Notes	£000	£000	£000	£000	£000
Income from						
Donations and legacies	2	40	-	-	40	37
Investments	2	-	-	-	-	1
Total income		40	-	-	40	38
Expenditure on						
Charitable Activities	3	(20)	-	-	(20)	(1,259)
Total expenditure		(20)	-	-	(20)	(1,259)
Net Income / (expenditure)		20	-	-	20	(1,221)
Transfer of funds		56	-	(56)	-	-
Net movement in funds		76	-	(56)	20	(1,221)
Fund balances brought forward at 1 April 2017		164	-	56	220	1,441
Fund balances carried forward at 31 March 2018		240	-	-	240	220

All income and expenditure is derived from continuing activities.

All gains and losses recognised in the year are included in the Statement of Financial Activities.

The comparative movements all related to Unrestricted Funds.

The notes on pages 15 to 23 form part of these accounts.

Balance sheet

as at 31 March 2018

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total 31 Mar 2018	Total 31 Mar 2017
	Notes	£000	£000	£000	£000	£000
Fixed Assets						
Investments	8	-	-	-	-	-
Current Assets						
Debtors	8	-	-	-	-	7
Cash at bank and in hand		240	-	-	240	220
Net Current Assets		240	-	-	240	227
Total Assets		240	-	-	240	227
Liabilities						
Creditors	8	-	-	-	-	(7)
Net Current Liabilities		-	-	-	-	(7)
Total Assets Less Current Liabilities		240	-	-	240	220
Funds of the Charity						
Endowment		-	-	-	-	56
Restricted: Income Funds	7	-	-	-	-	-
Unrestricted: Income Funds	7	240	-	-	240	164
Total Funds		240	-	-	240	220

The notes on pages 15 to 23 form part of these accounts.

These financial statements were approved by the Corporate Trustee on Date: 29 November 2018 and signed on their behalf by



Daryl Chapman
Interim Director of Finance and Trustee
Date: 29 November 2018

Statement of cash flows

	Total	Total	Note
	31 March 2018	31 March 2017	
	£000	£000	
Cash Flows from operating activities:			
Net cash used in operating activities	20	(1,218)	8
Cash flows from investing activities:			
Proceeds from sale of investments	-	556	
Net cash provided by investing activities	-	556	
Cash in change and cash equivalents in the reporting period			
Cash and cash equivalents at the beginning of the reporting period	220	882	8
Change in cash and cash equivalents in the reporting period	20	(662)	
Cash and cash equivalents at the end of the reporting period	240	220	8

Notes forming part of the financial statements

1 Accounting Policies

1.1 Basis of preparation and assessment of going concern

The financial statements have been prepared under the historic cost convention.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest thousand £.

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

The financial statements are prepared on a going concern basis and the principal accounting policies have been applied consistently throughout the year. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

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

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

1.2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

1.3 Financial Instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction

is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors are initially recognised at transaction prices unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised. Debt instruments are subsequently carried at amortised costs, using the effective interest rate method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.4 Fund Accounting

The Charity maintains a general unrestricted fund which represent funds which are expendable at the decision of the Trustees in furtherance of the objects of the Charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds are provided to the Charity for particular purposes, and it is the policy of the Board of Trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

2 Income

2.1 Income is generated from voluntary donations, legacies, fundraising events and interest on cash at bank. The charity does not undertake charitable trading.

a) All income is included in full in the Statement of Financial Activities as soon as the following three factors can be met:

- i) Entitlement - control over the right or other access to the economic benefit has passed to the charity
- ii) Probable - where it is more likely than not that the economic benefits associated with the transaction or gift will flow to the charity
- iii) Measurement - the monetary value or amount of the income can be measured reliably and the costs incurred for the transaction and the costs to complete the transaction can be measured reliably

b) Legacies

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

This will be once confirmation has been received from the representatives of the estates that probate has been granted, the executors have established that there are sufficient assets in the estate to pay the legacy and all conditions attached to the legacy have been fulfilled or are within the charity's control.

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 until all of the conditions for income recognition are met.

c) Investment income

The Trust implements a charitable funds investment policy to ensure:

- i) Effective and secure investment of charitable monies
- ii) Maximisation of investment income
- iii) Maintenance of appropriate cash balances for day to day transactions

There was no investment income received during this current year.

3 Expenditure

These financial statements have been prepared in accordance with the accruals concept.

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

Expenditure for patient welfare, staff welfare and other contributions to the NHS are included in Charitable Activities. Expenditure is incurred directly by the charity in support of the NHS and is allocated to the appropriate fund.

Expenditure was incurred as follows:

	Total	Total
	31 March	31 March
	2018	2017
	£000	£000
Other patients welfare and amenities	19	75
Other staff welfare and amenities	1	2
Grant made to Great Yarmouth and Waveney CCG	-	1,175
Admin Charges	-	3
Audit fee	-	4
	<u>20</u>	<u>1,259</u>

No audit fee or administration fee was charged in 2017-2018 as 26 out of the 27 funds held fall under the area covered by Norfolk and Suffolk NHS Foundation Trust. All charges were therefore met by Norfolk and Suffolk NHS Foundation Trust. The independent examination fee for the year was £1,700.

4 Related party transactions

During the year none of the members of the key management staff or parties related to them have undertaken any material transactions or received any remuneration from the charitable fund. (2017: Nil)

The charitable trust has made no revenue or capital payments to Norfolk and Suffolk NHS Foundation Trust. One capital payment was made in 2016-17 to Great Yarmouth and Waveney

CCG to the value of £1,175,000 which was used to re-develop the wards at Beccles Hospital. There were no outstanding balances at year end.

At any one time Norfolk and Suffolk NHS Foundation Trust holds balances for debtors and creditors relating to the transactions it processes on behalf of the Charity, which are normally settled within the following month.

5 Grants made to institutions

Grants are made in furtherance of the charitable objectives of the fund in accordance with the governing document which established the charity for purposes relating to the NHS.

During the year no grants were paid (2016-17 £1,175,000 was paid to Great Yarmouth and Waveney CCG).

6 Grants paid to individuals

During the year the charity made no small grants relating to patients welfare (2016-17 £265).

7 Summary and structure of funds

The report of the corporate trustee describes the structure of the funds. A summary of the funds as at 31 March 2018 is given below.

The charity adheres to a policy that no transfers are made between funds unless in exceptional circumstances, for example where a fund is being wound up and the remaining balance is transferred to a comparable fund.

If no restriction is conveyed by the donor, funds are placed in the designated area that the donation is gifted.

	Total	Total
	31 March	31 March
	2018	2017
Endowment:	£000	£000
Whitwell	-	56
Endowment Fund	<u>-</u>	<u>56</u>

Previously the Whitwell Endowment Fund consisted of a £56,171 permanent endowment that was held in perpetuity as a restricted fund.

The restriction on this was released on the 19 May 2017 in agreement with The Charity Commission.

No other restricted funds were held during the current year.

	Total	Total
	31 March	31 March
	2018	2017
Unrestricted:	£000	£000
NHS Great Yarmouth and Waveney CCG	6	11
Norfolk and Suffolk NHS FT	234	153
	240	164

7 Summary and Structure of Funds (continued) - 2017-18

Material Funds

Unrestricted Funds by Trust:

NHS Great Yarmouth and Waveney CCG - Unrestricted Funds:		Balance 1 April 2017	Income	Expenditure	Transfers	Gains and Losses	Balance 31 March 2018
Material Funds	Nature and Purpose of Fund	£000	£000	£000	£000	£000	£000
Northgate General	General purposes for services provided by SMHP at Northgate Hospital	6	-	-	-	-	6
Lowestoft Hospital	General purpose fund for Lowestoft Hospital	5	-	5	-	-	-
Total		11	-	5	-	-	6

Norfolk and Suffolk NHS FT - Unrestricted Funds:		Balance 1 April 2017	Income	Expenditure	Transfers	Gains and Losses	Balance 31 March 2018
Material Funds	Nature and Purpose of Fund	£000	£000	£000	£000	£000	£000
Minsmere House	General purpose fund for old age psychiatry	2	-	-	-	-	2
St Clements Hospital	General purpose for St Clements Hospital	14	1	3	-	-	12
Whitwell Fund	General purposes for East Suffolk Mental Health	-	-	-	56	-	56
Wedgwood Patients	General purpose fund for Wedgwood patients	-	1	-	-	-	1
Central Cluster Older	General purpose fund for older people and dementia	48	1	5	-	-	44
Chatterton House	General Purpose fund for Chatterton House	38	10	-	-	-	48
Great Yarmouth	General purpose fund for Great Yarmouth Services	1	-	1	-	-	-
Trust Wide	General purpose fund for Trust Wide services	3	6	4	-	-	5
West Norfolk	General purpose fund for services in West Norfolk	4	3	1	-	-	6
Others (17 funds)		43	18	1	-	-	60
Total		153	40	15	56	-	234

During the current year the restriction on the Whitwell Endowment Fund was released in agreement with The Charity Commission and placed in the unrestricted funds.

7 Summary and Structure of Funds (continued) - 2016-17

Material Funds

Unrestricted Funds by Trust:

NHS Ipswich and East Suffolk CCG - Unrestricted Funds:		Balance 1 April 2016	Income	Expenditure	Transfers	Gains and Losses	Balance 31 March 2017
Material Funds	Nature and Purpose of Fund	£000	£000	£000	£000	£000	£000
Aldeburgh Hospital	General purpose fund for Aldeburgh Hospital	13	10	23	-	-	-
Felixstowe Hospital	General purpose fund for Felixstowe Hospital	8	1	9	-	-	-
Stoma Care Nurse	Training Courses for Stoma Care Nurses	4	-	4	-	-	-
Bluebird Lodge	General purpose fund for Bluebird Lodge	3	2	5	-	-	-
Professional Development	General Purpose fund for Training and Development	2	-	2	-	-	-
Others (3 funds)		8	-	8	-	-	-
Total		38	13	51	-	-	-

NHS Great Yarmouth and Waveney CCG - Unrestricted Funds:		Balance 1 April 2016	Income	Expenditure	Transfers	Gains and Losses	Balance 31 March 2017
Material Funds	Nature and Purpose of Fund	£000	£000	£000	£000	£000	£000
Beccles Hospital	General purpose fund for Beccles Hospital	1,174	1	1,175	-	-	-
Northgate General	General purposes for services provided by SMHP at Northgate Hospital	6	-	-	-	-	6
Lowestoft Hospital	General purpose fund for Lowestoft Hospital	6	-	1	-	-	5
Total		1,186	1	1,176	-	-	11

Norfolk and Suffolk NHS FT - Unrestricted Funds:		Balance 1 April 2016	Income	Expenditure	Transfers	Gains and Losses	Balance 31 March 2017
Material Funds	Nature and Purpose of Fund	£000	£000	£000	£000	£000	£000
Minsmere House	General purpose fund for old age psychiatry	1	1	-	-	-	2
St Clements Hospital	General purpose for St Clements Hospital	17	3	6	-	-	14
Whitwell Fund	General purposes for East Suffolk Mental Health	-	-	-	-	-	-
Wedgwood Patients	General purpose fund for Wedgwood patients	1	-	1	-	-	-
Central Cluster Older	General purpose fund for older people & dementia	49	4	5	-	-	48
Chatterton House	General Purpose fund for Chatterton House	39	2	3	-	-	38
Great Yarmouth	General purpose fund for Great Yarmouth Services	2	3	4	-	-	1
Trust Wide	General purpose fund for Trust Wide services	5	3	5	-	-	3
West Norfolk	General purpose fund for services in West Norfolk	6	-	2	-	-	4
Others (17 funds)		41	8	6	-	-	43
Total		161	24	32	-	-	153

7 Summary and Structure of Funds (continued)

Summary

	Total 31 March 2018 £000	Total 31 March 2017 £000
Endowment funds	-	56
Restricted Funds	-	-
Unrestricted Funds	240	164
Total Funds	240	220

Funds have arisen from a variety of sources principally legacies and donations.

8 Analysis of Net Assets between funds

	Unrestricted Funds £000	Restricted Funds £000	Endowment Funds £000	Total 31 March 2018 £000	Total 31 March 2017 £000
Fixed assets: investments (at market value)	-	-	-	-	-
Current assets - Cash at bank and in hand	240	-	-	240	220
Debtors	-	-	-	-	7
Current Liabilities (see breakdown below)	-	-	-	-	(7)
	240	-	-	240	220

Monies placed on deposits ranging from 6 months to 12 months have been classified above and in the balance sheet as investments.

Current Liabilities

Analysis of Creditors:	Unrestricted Funds £000	Restricted Funds £000	Endowment Funds £000	Total 31 March 2018 £000	Total 31 March 2017 £000
Amounts Falling Due Within One Year					
Creditors	-	-	-	-	(7)
	-	-	-	-	(7)

Analysis of Bank Deposits and Investments

	Total 31 March 2018 £000	Total 31 March 2017 £000	Interest Received 2017/18 £000	Interest Received 2016/17 £000
Barclays	-	1	-	-
Scottish Widows	-	-	-	-
Bank of Scotland	-	-	-	-
Total Funds	-	1	-	-

Analysis of Cash and cash equivalents

	Total 31 March 2018 £000	Total 31 March 2017 £000
Cash in hand	240	220
Total cash and cash equivalents	240	220

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

Reconciliation of net income / (expenditure) to net cash flow from operating activities	Current Year £000	Prior Year £000
Net income / (expenditure) for the reporting period (as per the statement of financial activities)	20	(1,221)
Adjustments for:		
(Increase) / decrease in debtors	7	(4)
Increase / (decrease) in creditors	(7)	7
Net cash from / (used in) operating activities	20	(1,218)

Patient Advice and Liaison Service (PALS)

NSFT PALS provides confidential advice, information and support, helping you to answer any questions you have about our services or about any health matters.



If you would like this leaflet in large print, audio, Braille, alternative format or a different language, please contact PALS and we will do our best to help.

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