

# Annual Report and Accounts 2017-2018

<b>ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018</b>
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**CHARITY INFORMATION**

**Name:** South Essex Partnership NHS Foundation Trust General Charitable Fund

**Trustees:** The Board of Directors of Essex Partnership University NHS Foundation Trust

**Charity Number:** 1053793

**Charity Offices:** Essex Partnership University NHS Foundation Trust  
Head Office  
The Lodge  
Lodge Approach  
Runwell  
Wickford  
Essex SS11 7XX

**Independent Examiners:** Ernst & Young LLP  
400 Capability Green  
Luton  
LU1 3LU  
United Kingdom

**Bankers:** Lloyds Banking Group  
34 High Street  
Grays  
Essex  
RM17 6LX

**Investment Brokers:** BlackRock Investment Manager (UK) Ltd  
33 King William Street  
London EC4R 9AS

M&G Securities Limited  
Laurence Poutney Hill  
London EC4 0HH

CCLA Investment Management  
80 Cheapside  
London EC2V 6DZ

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2018****1. INTRODUCTION**

The South Essex Partnership NHS Foundation Trust General Charitable Fund (Referred to as the General Charitable Fund for the purpose of this document) was formed on the 1<sup>st</sup> April 2002, as a result of the merger of a number of previous NHS bodies charitable funds.

As of the 1<sup>st</sup> April 2017, the former South Essex Partnership University NHS Foundation Trust merged with the North Essex Partnership University NHS Foundation to form the Essex Partnership University NHS Foundation (EPUT). The Board of Directors of EPUT act as Corporate Trustee for the South Essex Partnership University NHS Foundation Trust Charitable Fund, and was responsible for amalgamation of the two legacy charities during the financial year. The granting of the funds from the legacy North Trust to the South Essex Partnership University NHS Foundation Trust Charity was finalised in March 2018.

The purpose of this report is to inform users of the accounts on the structure, policy and objectives, and governance arrangements of the General Charitable Fund. The report also covers funding arrangements and a high level financial review for the year.

**2. GOING CONCERN**

In order to reflect the new organisational name, the Charity name has been amended to the Essex Partnership University NHS Foundation Trust Charitable Fund with effect from 1st April 2018.

However, the accounts of the General Charitable Fund have been prepared on the basis that the Charity is a going concern. This means that the assets and liabilities of the General Charitable Fund reflect the ongoing nature of the Charity's activity, albeit in the new name of the Essex Partnership University NHS Foundation Trust Charitable Fund.

**3. SCOPE**

The objective of the charity is that the funds are made available to benefit the patients and staff of the former South Essex Partnership University NHS Foundation Trust, or for any other NHS organisations on behalf of whom the Trust administers funds. During 2017/18, the funds of the former North Essex Partnership University NHS Foundation Trust (NEP) were granted to the South Essex Partnership University NHS Foundation Trust charity, and the legacy NEP Charity closed with the Charity Commission in April 2018.

The charity is sub-divided into a number of linked funds, each of which has a specific purpose and this determines the type of expenditure which can be incurred. Each linked fund is further broken down into smaller funds which are assigned an individual fund number. Each fund has a designated fund manager who is responsible for approving expenditure against the fund, monitoring fund levels and co-ordinating fund raising activities where appropriate in accordance with the scheme of delegation.

**4. OBJECTIVES AND STRATEGY**

The objective of the Charity during the current and future years is to support the needs of patients and staff, in improving standards of care and facilities, within the scope of provision included above.

In seeking to achieve the Charity's objective, the Charity actively encourages donations and organises fund raising events.

## 5. FUNDS

Unrestricted funds are funds which are not subject to any specific restriction, but can be used in accordance with the general purpose of the Charity, to improve standards of care facilities for patients and staff within the scope of the Charity.

Restricted funds are funds which are subject to specific restrictions, over and above the general purpose of the Charity.

## 6. STRUCTURE AND GOVERNANCE

The charitable trust, which is an umbrella charity, is an unincorporated body, with each separate restricted and unrestricted fund within the charitable trust being governed by its own model declaration of trust. The model declaration of trust sets out the specific or general purpose of the fund by way of its objects. This structure enables donations received into the restricted funds to be used for the purpose intended by the donors and those donations given for general purposes to be controlled.

The Charitable Funds Committee has delegated authority from the Board of Directors to approve applications for funds up to £10,000 in accordance with agreed criteria and the charities objects. This Committee is overseen and monitored by the Board of Directors. The Corporate Trustee for the charity is the Essex Partnership University NHS Foundation Trust, with responsibility for the management of the charity undertaken by the Board of Directors. Any provision for training and induction of Trustees is therefore covered under the ongoing requirement of the Board of Directors.

## 7. RESERVE POLICY

During 2017/18, fund managers have again been encouraged by the Trustees to use the funds available to them. The Trustees aim to ensure the capital value of the fund is maintained in perpetuity. The funds will continue to be used to improve the standards of care and facilities provided to patients and staff.

## 8. INVESTMENT POLICY

The Charity has an investment policy which aims to achieve a split of funds between investment in the unit trust and deposit style investments. This is maintained in order to meet the spending plans of the organisation. Funds are currently invested with the following investment managers:

BlackRock Investment Management  
M&G Securities Ltd  
CCLA Investment Management

The Charitable Funds Committee is responsible for reviewing and updating this Investment Policy on a regular basis.

## 9. RISK STATEMENT

The risk to the charity is that equity investments may be adversely affected by a material fall in stock market values. The Charitable Funds Committee will continue to monitor risks at its meetings, and obtain professional advice where appropriate with respect to its investments.

## 10. FUNDING

Income is received from direct contributions from the public, in addition to income from dividends and interest receivable. In addition funds are generated from fund raising activities.

Each fund receives a proportion of dividends and interest received from the investments in accordance with the average fund value during the year. This basis of apportionment is also applied to capital losses/gains, administration expenses and the management fees of the investment managers. The Committee consider this apportionment equitable.

The investments are made in accordance with the Trustee Act of 2000. The investment advisers have been instructed to exclude any direct investment in the tobacco industry, as this is considered inappropriate for an NHS charity.

The charity also follows the 2017 Money Laundering, Terrorist Financing and Transfer of Funds Regulations which came into force on the 26 June 2017 (superseding the 2007 Regulations). These regulations aim to ensure that there are robust arrangements in place to ensure incoming resources, especially cash donations, are not the proceeds of crime.

## 11. FINANCIAL REPORT FOR THE YEAR

The attached accounts give full details of the income and expenditure for the year and the value of the assets and liabilities at the year end. The information below is given to supplement these formal accounts.

The value of the Charitable Funds as at 31 March 2018 was £1,438,000 (2016/17: £1,438,000). The net movement in value is zero and which was attributable to;

1. Unrealised loss on investment which amounted to £5,000 (2016/17: £195,000 gain)
2. Total expenditure in excess of income of £81,000 (2016/17: £104,000)
3. Transfers of North Essex funds into the Charity of £86,000 (2016/17: £629,000 transfers out)

Direct charitable expenditure is charged to the accounts on an accrual basis, and has been spent on the following:

Patient Welfare Expenditure	153,520
Staff Welfare Expenditure	24,295
Governance cost	35,048
	<u>£212,864</u>

<i><b>Patients Expenditure</b></i>	<i><b>£</b></i>
Christmas	6,269
Entertainment	6,648
Equipment not exceeding £1000	3,256
Equipment exceeding £1,000	14,326
Open Art project - Courses	60,372
Miscellaneous	62,650
	153,520
<i><b>Staff Expenditure</b></i>	<i><b>£</b></i>
Journals / Books/ Courses	18,905
Miscellaneous	5,390
	24,295

The expenditure incurred during the year was in line with the objectives of the General Charitable Fund.

The General Charitable Fund does not directly employ any staff; however a governance cost to cover staff time was made by Essex Partnership University NHS Foundation Trust. Governance costs are charged across the funds based on the proportion of funds held.

## 12. OPEN ARTS PROJECT

Within restricted funds, the Charity operates a separate fund for Open Arts which is a community arts and mental health project of which the Trustees are extremely proud. Open Arts works across the county of Essex, helping people to improve and maintain their own mental health and wellbeing, through creative learning, social inclusion and self-expression. All participants are 16 or older, who have experienced a mental health problem or are a carer.

Open Arts are extremely grateful for the funding we received from Essex County Council, Awards4All, our fundraising events, donations and the partnerships we have with Metal which enabled the following to be delivered;

In the past year Open Arts have delivered:

- 1849 client studio and course sessions
- 654 volunteer studio/course and community engagement sessions
- And seen 300 children attend their outreach community events
- An estimated 36,290 people attended community engagement activities

In 2018 Open Arts is celebrating its 10th year. For more information and to find out how you can support Open Arts please visit [www.openartsessex.com](http://www.openartsessex.com)

A summary of the income streams and resources expended relating to Open Art is detailed below;

<b>Statement of Financial Activities</b>	
	<b>2017/18</b>
<b>Incoming resources from;</b>	<b>£</b>
Essex County Council	16,000
Charity Choice Donation	17,156
Other donations	6,713
Investment income	2,287
Unrealised gain from investment valuation	332
Income from other fund raising activities	4,194
<b>Total income</b>	<b>46,682</b>
<b>Resources expended on</b>	
Charitable fund activities	(59,386)
Administration and other cost	(1,472)
<b>Total expenditure</b>	<b>(60,857)</b>
<b>Net income/(expenditure) for the year</b>	<b>(14,175)</b>
Fund balance at the beginning of the year	56,709
<b>Fund balance at the end of the year</b>	<b>42,534</b>

### 13. THE TRUSTEES

The Trustees for the "The General Charitable Fund" for the year ended 31 March 2018 are as follows:

Professor Sheila Salmon	-	Trustee (from 01/11/2017)
Sally Morris	-	Trustee
Andy Brogan	-	Trustee
Mark Madden	-	Financial Trustee
Malcolm McCann	-	Trustee
Dr Milind Karale	-	Trustee
Nigel Leonard	-	Trustee
Natalie Hammond	-	Trustee
Janet Wood	-	Trustee
Alison Davis	-	Trustee
Mary-Ann Munford	-	Trustee
Amanda Sherlock	-	Trustee
Nigel Turner	-	Trustee (from 01/10/2017)
Nicci Statham	-	Trustee (from 01/10/2017)
Manny Lewis	-	Trustee (from 28/02/2018)
Steve Currell	-	Trustee (until 30/09/2017)
Steve Cotter	-	Trustee (until 30/09/2017)
Jan Hutchinson	-	Trustee (until 30/09/2017)

All appointments to the Board of Directors of the Essex Partnership University NHS Foundation Trust Board, are also the appointed Trustees of the South Essex Partnership NHS Foundation Trust General Charitable Fund. Non Executive Directors are normally appointed for a fixed term of three years.



**14. ADMINISTRATION ARRANGEMENTS**

The Trust holds monthly Board of Directors meetings, which include an update from the Charitable Funds Committee at least twice a year. The day-to-day management of the restricted funds has been delegated to Fund Managers who have delegated authority to approve expenditure of up to £5,000 or the balance of fund (whichever is lower).

The Board of Directors has delegated the management of the unrestricted funds to the Chief Executive of the Foundation Trust.

The Board of Directors has retained approval of expenditure commitments of a recurring nature and approval of expenditure over £10,000, with the Charitable Funds Committee approving expenditure of above £5,000 and up to £10,000.

**15. INDEPENDENT EXAMINERS**

NHS Funds held on Trust are subject to the 2011 Charities Act, which superseded the 2006 Charities Act and states that all charities with a gross income of more than £25,000 are required to have some form of external scrutiny of their accounts. In addition, if the Charity has gross income in excess of £1 million in the period of account, or if its gross income exceeds £250,000 and the aggregate value of assets (before deduction of liabilities) exceeds £3.26 million, then the accounts will be subject to a full audit.

For the year ended 31 March 2018 the Trusts income was below the £1 million threshold and as such the annual report and accounts will not therefore be subject to a full audit. However, due to the Trust having income in excess of the £25,000 threshold, they will instead be subject to an independent examination as required by the Charities Act 2011.

**16. ACKNOWLEDGEMENTS**

The Board of Trustees acknowledge the generous contributions and donations made by the public, as well as the time and commitment of staff.

**17. APPROVAL**

This report was approved by the Trustees and signed on their behalf.



Professor Sheila Salmon  
Chair

Date: 19/12/18

**Statement of Trustees' Responsibilities**

The Trustees are responsible for:

- keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the funds held on trust and to enable them to ensure that the accounts comply with requirements in the Charities Act 2011;
- establishing and monitoring a system of internal control; and
- establishing arrangements for the prevention and detection of fraud and corruption.

The Trustees are responsible for the preparation of financial statements in accordance with the Charities Statement of Recommended Practice (FRS 102) Accounting and Reporting by Charities for each financial year. The Charity Commission directs that these accounts give a true and fair view of the financial position of the funds held on trust, in accordance with Charities SORP (FRS 102). In preparing these accounts the Trustees are required to:

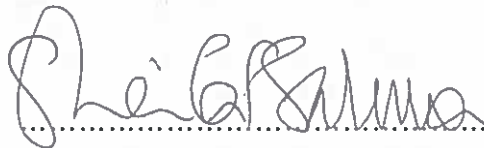
- apply on a consistent basis, accounting policies laid down by applicable accounting standards;
- make judgements and estimates which are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts.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

The Trustees confirm that they have met the responsibilities set out above and complied with the requirements for preparing the accounts. The financial statements set out on pages 1 to 13 attached, have been compiled from and are in accordance with the financial records maintained by the Trustees.

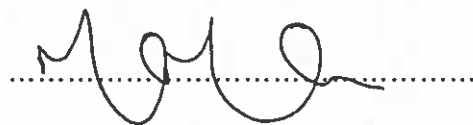
**By Order of the Trustees**

Signed:

Chairman

 Date: .....

Financial Trustee

 Date: 19-12-18

## **Independent examiner's report to the trustees of South Essex Partnership University NHS Foundation Trust General Charitable Fund**

I report on the accounts of the South Essex Partnership University NHS Foundation Trust General Charitable Fund for the year ended 31 March 2018, which are set out on pages 1 to 13.

### **Respective responsibilities of trustees and independent examiner**

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- ▶ examine the accounts under section 145 of the Charities Act;
- ▶ to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- ▶ to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- ▶ the accounting records were not kept in accordance with section 130 of the Charities Act; or
- ▶ the accounts did not accord with the accounting records; or
- ▶ the accounts did not comply with the accounting 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 'true and fair' view which is not a matter considered as part of an independent examination.

I 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.

## Use of our report

This report is made solely to the trustees, as a body, in accordance with our engagement letter dated 12 December 2018. The examination has been undertaken so that we might state to the trustees those matters that are required to be stated in an examiner's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the trustees as a body, for this examination, for this report, or for the statements made.

*Debbie Hanson*

Debbie Hanson  
For and on behalf of Ernst & Young LLP  
Chartered Institute of Public Finance and Accountancy

Ernst and Young LLP  
400 Capability Green  
Luton  
Bedfordshire  
LU1 3LU  
United Kingdom

Date: *20 December 2018*

## **FUNDS HELD ON TRUST ACCOUNTS 2017/18**

### **The accounts of the funds held on Trust by Essex Partnership University NHS Foundation Trust**

#### **Foreword**

These accounts have been prepared by the Trust under section 98(2) of the National Health Service Act 1977 (as amended) in the form which the Secretary of State has, with the approval of the Treasury, directed.

The Essex Partnership University NHS Foundation Trust is the corporate trustee of the funds held on trust under paragraph 16c of Schedule 2 of the NHS and Community Care Act 1990. The Trustees have been appointed under s11 of the NHS and Community Care Act 1990.

The South Essex Partnership NHS Foundation Trust Charitable Funds Held on Trust are registered with the Charity Commission. The main purpose of the charitable funds held on trust is to apply income for any charitable purpose relating to the National Health Service wholly or mainly for the services provided by the aforementioned organisations.

If you require any further information regarding these accounts please contact:

The Executive Chief Finance Officer  
Essex Partnership University NHS Foundation Trust  
Trust Head Office  
The Lodge  
Lodge Approach  
Runwell  
Wickford  
Essex SS11 7XX

Telephone: (01268) 739666

Mark Madden  
Financial Trustee

## Statement of Financial Activities for the Year ended 31 March 2018

		Unrestricted	Restricted	Endowment	Total	2016/17 Total
	Note	Funds	Funds	Funds	Funds	Funds
		£000	£000	£000	£000	£000
<b>Incoming Resources from:</b>						
Donation and legacies	2	1	73	0	74	228
Other trading activities	3	0	9	0	9	9
Investment income	4	2	47	0	49	68
<b>Total income</b>		<b>3</b>	<b>129</b>	<b>0</b>	<b>132</b>	<b>305</b>
<b>Resources Expanded on:</b>						
Charitable activities	5	(8)	(205)	0	(213)	(201)
<b>Total expenditure</b>		<b>(8)</b>	<b>(205)</b>	<b>0</b>	<b>(213)</b>	<b>(201)</b>
Net gain/(losses) on investments	6	0	(5)	0	(5)	195
Net income/(expenditure)		<b>(5)</b>	<b>(81)</b>	<b>0</b>	<b>(86)</b>	<b>299</b>
Transfers	12	19	39	28	86	(629)
<b>Net movement in funds</b>		<b>14</b>	<b>(42)</b>	<b>28</b>	<b>0</b>	<b>(330)</b>
<b>Reconciliation of funds</b>						
Total fund balance brought forward		44	1,394	0	1,438	1,768
<b>Total fund balance carried forward</b>		<b>58</b>	<b>1,352</b>	<b>28</b>	<b>1,438</b>	<b>1,438</b>

The statement of financial activities includes the income and expenditure account.  
The notes are at pages 5 to 13 and form part of this document.

**Balance Sheet as at 31 March 2018**

		Unrestricted	Restricted	Endowment	Total	Total
	Note	Funds	Funds	Funds	Funds	Funds
		£000	£000	£000	2017/18	2016/17
					£000	£000
<b>Fixed Assets</b>						
Investments	7	49	1,132	23	1,204	1210
<b>Total fixed assets</b>		<b>49</b>	<b>1,132</b>	<b>23</b>	<b>1,204</b>	<b>1210</b>
<b>Current Assets</b>						
Debtors		0	1	0	1	0
Short term investments & deposits	8	0	11	0	11	11
Cash at bank and in hand	9	10	227	5	241	224
		10	239	5	253	235
<b>Current Liabilities</b>						
Creditors: Amounts falling due within one year	10	(1)	(18)	0	(19)	(7)
<b>Net current assets</b>		<b>9</b>	<b>221</b>	<b>5</b>	<b>234</b>	<b>228</b>
<b>Total assets less current liabilities</b>		<b>58</b>	<b>1,353</b>	<b>28</b>	<b>1,438</b>	<b>1,438</b>
Creditors: Amounts falling due after more than one year		0	0	0	0	0
Provisions for liabilities and charges		0	0	0	0	0
<b>Total Net Assets</b>		<b>58</b>	<b>1,353</b>	<b>28</b>	<b>1,438</b>	<b>1,438</b>
<b>The funds of the charity</b>						
Total restricted funds	11	0	1,352	0	1,352	1394
Total unrestricted funds	11	58	0	0	58	44
Total Endowment funds	11	0	0	28	28	0
<b>Total charity funds</b>		<b>58</b>	<b>1,352</b>	<b>28</b>	<b>1,438</b>	<b>1,438</b>

The notes are at pages 5 to 13 and form part of this document.

Signed:



Date: 19/12/18

**Statement of Cash Flow at 31 March 2018**

	Note	2017/18 Total Funds £000	2016/17 Total Funds £000
<b>Cash flows from operating activities</b>			
Net cash provided by/(used in) operating activities	9	(118)	36
Cash inflow/(outflow) from other activities		86	(629)
		<u>(32)</u>	<u>(593)</u>
<b>Cash flows from investing activities</b>			
Dividends, interest from investments		49	68
Proceeds from sale of investments		0	500
Purchase of investments		0	0
Net cash provided by/(used in) investing activities		<u>49</u>	<u>568</u>
<b>Cash flows from financing activities</b>			
Repayment of borrowings		0	0
Cash flows from borrowings		0	0
Net cash provided by/(used in) financing activities		<u>0</u>	<u>0</u>
Change in cash and cash equivalents during the year		<u>17</u>	<u>(25)</u>
Cash and cash equivalents at the beginning of the year		<u>224</u>	<u>249</u>
Cash and cash equivalents at the end of the year		<u>241</u>	<u>224</u>



## NOTES TO THE ACCOUNTS

### 1. Accounting Policies

#### 1.1 Accounting Policies

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice issued in 2015 - Accounting and Reporting by Charities (FRS 102), and with accounting standards and policies for the NHS approved by the Secretary of State.

There have been no changes to accounting policy for the 2017/18 financial year.

#### 1.2 Incoming Resources

a) 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) certainty - when there is reasonable certainty that the incoming resource will be received;
- iii) measurement - when the monetary value of the incoming resources can be measured with sufficient reliability

#### b) Gifts in Kind

- i) Assets given for distribution by the charity are included in the Statement of Financial Activities only when distributed.
- ii) Assets given for use by the charity (e.g. property for its own occupation) are included in the Statement of Financial Activities as incoming resources when receivable.
- iii) Gifts made in kind but on trust for conversion into cash and subsequent application by the charity are included in the accounting period in which the gift is sold.

In all cases the amount at which gifts in kind are brought into account is either a reasonable estimate of their value to the charity or the amount actually realised. The basis of the valuation is disclosed in the annual report.

#### c) Intangible Income

Intangible income (eg the provision of free accommodation) is included in the accounts with an equivalent amount in outgoing resources, if there is a financial cost borne by another party. The value placed on such income is the financial cost of the third part providing the resources.

#### 1.3 Resources Expended

The Funds Held on Trust account is prepared in accordance with the accruals concept. A liability (and consequently, expenditure) is recognised in the accounts when there is a legal or constructive obligation, capable of reliable measurement, arising from a past event.

Resources expended are split into two main categories being the costs of generating funds and the actual costs of charitable activities. The costs of generating funds are the costs associated with generating income for the Funds Held on Trust, and the charity has not recorded any of these in either 2017/18 or 2016/17. A grant is any payment which is made voluntarily to any institution or to an individual in order to further the charity's objectives, without receiving goods or services return.

The cost of activities in the furtherance of charitable activities is expenditure incurred on the provision of services or goods. Support costs are an integral and material part of the costs of activities in the furtherance of charitable activities and/or expenditure incurred in paying grants. Management and administrative expenditure includes direct and indirect costs (as distinct from directly pursuing charitable activities). Direct costs include those of external and internal audit and legal advice for trustees, the indirect costs include office and communication costs.

#### **1.4 Tangible Fixed Assets and Donated Assets**

The General Charitable Fund has no retained fixed assets or donated assets.

#### **1.5 Investment Fixed Assets**

Investment fixed assets are shown at market value.

Quoted stocks and shares are included in the balance sheet at mid-market price, excluding dividend.

Other investment fixed assets are included at trustees' best estimate market value.

Unrealised and realised gains and losses are shown in the statement of financial activities and represent the difference between the market value and the original purchase cost.

#### **1.6 Structure of Funds**

Where there is a legal restriction on the purposes to which a fund may be put, the fund is classified in the accounts 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. Other funds are classified as unrestricted funds. Funds which are not legally restricted but which the Trustees have chosen to earmark for set purposes are classified as designated funds. The major funds held within these categories are disclosed in note 11.

As at 31 March 2018 The General Charitable Fund held one endowment fund.

#### **1.7 Pension Contributions**

There have been no pension contributions made by the charity in the financial year ended 31 March 2018.

#### **1.8 Prior Year Adjustments**

There have been no changes to the accounts of prior years.

## 1.9 Pooling Scheme

The General Charitable Fund is a Charitable Fund Umbrella which comprises general and specific purpose funds. As such funds are pooled for investment purposes. The funds included within the General Charitable Fund are as follows,

Bedfordshire Childs Health Directorate Fund  
Cancer Care General Fund  
Cancer Relief Fund  
Continuing Care Services Fund  
District Nurses Fund  
General Purpose Fund  
Henricus Octavius Roe in Connection with Fairfield Hospital, Arlesey Fund  
Learning Disabilities Psychiatry Academic and Research Foundation Fund  
Mental Health Charity  
Mental Health General Fund  
Mental Health Research Foundation Fund  
Physiotherapy Services Fund  
Primary Care Charity  
Primary Care Trust Staff Welfare Fund  
Psychiatric Research Fund  
Staff Welfare Funds  
The Margaret Ethel Bolton Fund

The scheme was registered with the Charity Commission on 18 December 2002.

### 1.10 Consolidation of Charity Accounts with EPUT Annual Accounts

IAS 27 on Consolidation and Separate Financial Statements, requires consolidation of a group of entities under the control of a parent where there exists the power to govern the financial and operational policies of an entity so as to obtain benefits from its activities. The Essex Partnership University NHS Foundation Trust is the corporate Trustee for the charity and hence controls it. The purpose of the charity is to assist NHS patients, and hence the Trust benefits from its activities. As such, IAS27 would normally be applicable in the preparation of the Trust's main accounts and the charity would be consolidated.

However, IAS1 on Presentation of Financial Statements, confirms that specific disclosure requirements set out in individual standards or interpretations need not be satisfied if the information is not material. The net assets of the Charity represent 1% of the Trust's total assets employed, and are therefore not considered to be material in the context of the Trust's main accounts. The Board of Directors have noted and approved that the Charity Accounts will not be consolidated into the main Trust accounts for 2017/18. This is subject to an annual materiality review.

**Note 2 Analysis of donations and legacies**

	2017/18				2016/17			
	Unrestricted £000	Restricted £000	Endowment £000	Total £000	Unrestricted £000	Restricted £000	Endowment £000	Total £000
Donations	1	73	0	74	0	81	0	81
Legacies	0	0	0	0	0	122	0	122
Grant income	0	0	0	0	0	25	0	25
	<u>1</u>	<u>73</u>	<u>0</u>	<u>74</u>	<u>0</u>	<u>228</u>	<u>0</u>	<u>228</u>

**Note 3 Analysis of income from other trading activities**

	2017/18				2016/17			
	Unrestricted £000	Restricted £000	Endowment £000	Total £000	Unrestricted £000	Restricted £000	Endowment £000	Total £000
Raffle tickets sales	0	1	0	1	0	0	0	0
Income received for courses	0	4	0	4	0	1	0	1
Income from other funds raising activities	0	4	0	4	0	8	0	8
	<u>0</u>	<u>9</u>	<u>0</u>	<u>9</u>	<u>0</u>	<u>9</u>	<u>0</u>	<u>9</u>

**Note 4 Analysis of income from investments**

	2017/18				2016/17			
	Unrestricted £000	Restricted £000	Endowment £000	Total £000	Unrestricted £000	Restricted £000	Endowment £000	Total £000
BlackRock Investment	1	4	0	5	0	5	0	5
M&G Charities	1	32	0	33	1	42	0	43
COIF Charities Investment Fund	0	11	0	11	1	19	0	20
	<u>2</u>	<u>47</u>	<u>0</u>	<u>49</u>	<u>2</u>	<u>66</u>	<u>0</u>	<u>68</u>

**Note 5 Analysis of expenditure on charitable fund activities**

	2017/18				2016/17			
	Unrestricted £000	Restricted £000	Endowment £000	Total £000	Unrestricted £000	Restricted £000	Endowment £000	Total £000
Patients Welfare & Amenities	3	150	0	153	1	134	0	135
Staff Welfare & Amenities	3	22	0	25	2	32	0	34
Support Cost (see note 5.1)	2	33	0	35	1	30	0	31
Other	0	0	0	0	0	1	0	1
	<b>8</b>	<b>205</b>	<b>0</b>	<b>213</b>	<b>4</b>	<b>197</b>	<b>0</b>	<b>201</b>

**Note 5.1 Analysis of support cost by type**

	2017/18				2016/17			
	Unrestricted £000	Restricted £000	Endowment £000	Total £000	Unrestricted £000	Restricted £000	Endowment £000	Total £000
Audit fee	1	5	0	6	0	2	0	2
Admin fee	1	28	0	29	1	28	0	29
	<b>2</b>	<b>33</b>	<b>0</b>	<b>35</b>	<b>1</b>	<b>30</b>	<b>0</b>	<b>31</b>

The increase in audit fee from 2016/17 to 2017/18, relates to the one-off requirement to undertake two separate Independent Examinations in respect of the South Essex Partnership charity and the North Essex Partnership charity.

**Note 5.2 Analysis of support cost by activities**

	2017/18				2016/17			
	Unrestricted £000	Restricted £000	Endowment £000	Total £000	Unrestricted £000	Restricted £000	Endowment £000	Total £000
Patients Welfare & Amenities	1	29	0	30	0	24	0	24
Staff Welfare & Amenities	1	4	0	5	1	6	0	7
	<b>2</b>	<b>33</b>	<b>0</b>	<b>35</b>	<b>1</b>	<b>30</b>	<b>0</b>	<b>31</b>

**Note 6 Gain/(losses) on investments revaluation**

	2017/18				2016/17			
	Unrestricted £000	Restricted £000	Endowment £000	Total £000	Unrestricted £000	Restricted £000	Endowment £000	Total £000
BlackRock Investment	0	3	0	3	1	31	0	32
M&G Charities	0	(14)	0	(14)	2	85	0	87
COIF Charities Investment Fund	0	6	0	6	1	75	0	76
	<b>0</b>	<b>(5)</b>	<b>0</b>	<b>(5)</b>	<b>4</b>	<b>191</b>	<b>0</b>	<b>195</b>

**Note 7 Fixed Asset Investments****Note 7.1 Changes in Fixed Asset Investments**

	2017/18				2016/17			
	Unrestricted £000	Restricted £000	Endowment £000	Total £000	Unrestricted £000	Restricted £000	Endowment £000	Total £000
Market Value at 1 April	49	1,138	23	1,210	46	1,469	0	1,515
Transfers/Disposals	0	0	0	0	(15)	(485)	0	(500)
Dividends re-invested	0	0	0	0	0	0	0	0
Net Gain/(Loss) on Revaluation	(0)	(6)	0	(6)	6	189	0	195
<b>Total Market Value of Fixed Asset Investments</b>	<b>49</b>	<b>1,132</b>	<b>23</b>	<b>1,204</b>	<b>37</b>	<b>1,173</b>	<b>0</b>	<b>1,210</b>

**Note 7.2 Analysis of Fixed Asset Investments by Investment Manager**

	2017/18				2016/17			
	Unrestricted £000	Restricted £000	Endowment £000	Total £000	Unrestricted £000	Restricted £000	Endowment £000	Total £000
BlackRock Investment Managers (UK) Ltd	8	183	4	195	6	186	0	192
M & G Securities Ltd	27	637	13	677	21	670	0	691
CCLA Investment Management	14	312	6	332	10	317	0	327
<b>Total Market Value of Fixed Asset Investments</b>	<b>49</b>	<b>1,132</b>	<b>23</b>	<b>1,204</b>	<b>37</b>	<b>1,173</b>	<b>0</b>	<b>1,210</b>

**Note 8 Short term investments & deposits**

	2017/18				2016/17			
	Unrestricted £000	Restricted £000	Endowment £000	Total £000	Unrestricted £000	Restricted £000	Endowment £000	Total £000
COIF Charities deposits funds	0	11	0	11	0	11	0	11
<b>Value as at 31 March</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>11</b>

**Note 9 Analysis of cash and cash equivalents**

	2017/18 £000	2016/17 £000
Cash at bank	237	220
Cash in hand	4	4
	<u>241</u>	<u>224</u>
	0	

**Note 9.1 Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	2017/18 £000	2016/17 £000
Net income/(expenditure) for the year as per the SoFA	(86)	299
(Gain) and losses of investment	5	(195)
Dividends, interest from investments	(50)	(68)
(increase)/decrease in stocks	0	0
(increase)/decrease in debtors	0	0
increase/(decrease) in creditors	12	0
	<u>(119)</u>	<u>36</u>

**Note 10 Analysis of Creditors**

	2017/18				2016/17			
	Unrestricted £000	Restricted £000	Endowment £000	Total £000	Unrestricted £000	Restricted £000	Endowment £000	Total £000
Amounts falling due within 1 year:								
Intercompany creditors	0	4	0	4	0	2	0	2
Accruals	1	14	0	15	0	5	0	5
<b>Total Creditors</b>	<u>1</u>	<u>18</u>	<u>0</u>	<u>19</u>	<u>0</u>	<u>7</u>	<u>0</u>	<u>7</u>

**Note 11 Reconciliation of fund balance at 31 March 2018**

	Balance at 01/04/2017 £000	Income £000	Expenditure £000	Unrealise gain(losses) £000	Transfers £000	Balance at 31/03/2018 £000
Restricted funds	1,394	129	(205)	(5)	39	1,352
Unrestricted funds	44	3	(8)	0	19	58
Endowment funds	0	0	0	0	28	28
<b>Total funds as per balance sheet</b>	<u>1,438</u>	<u>132</u>	<u>(213)</u>	<u>(5)</u>	<u>86</u>	<u>1,438</u>

**Note 12 Transfers**

	2017/18				2016/17			
	Unrestricted £000	Restricted £000	Endowment £000	Total £000	Unrestricted £000	Restricted £000	Endowment £000	Total £000
Barts Charity	0	0	0	0	(9)	(612)	0	(621)
BCMHR Fund - University of Cambridge	0	0	0	0	0	(8)	0	(8)
North Essex Partnership NHS Charitable funds	19	39	28	86	0	0	0	0
<b>Value as at 31 March</b>	<u>19</u>	<u>39</u>	<u>28</u>	<u>86</u>	<u>(9)</u>	<u>(620)</u>	<u>0</u>	<u>(629)</u>



**Note 13 Trustee and Related Party Transaction**

Essex Partnership University NHS Foundation Trust is the Corporate Trustee (the Trust) of the South Essex Partnership NHS Foundation Trust General Charitable Fund (the Charity). During the year the Charity paid £27,240 to the Trust, to cover costs incurred by the Trust in administering the Charity, on its behalf.

During the year none of the Trustee Board members or parties related to them has undertaken material transaction with the Charity.

**Note 14 Trustees Remuneration and Benefits**

There was no remuneration or other benefits paid to Trustees during the year.

**Note 15 Staff Cost and Other Benefits**

The charity does not directly employ any staff. As such, there were no staff costs or other staff benefits incurred during the year.

**Note 16 Contingencies**

There are no contingent losses or gains known by the Trustees.

**Note 17 Commitments, Liabilities and Provisions**

There are no commitments, liabilities or provisions known by the Trustees.

**Note 18 Post Balance Sheet Events**

There are no post balance sheet events for the reporting period.