

The Princess Alexandra Hospital Charity

Annual Report 2023 – 2024



Welcome

Welcome to **The Princess Alexandra Hospital Charity Annual Report for 2023-24**. This report is an opportunity to highlight the fantastic kindness given to the charity to support our patients, visitors and our people during the year.

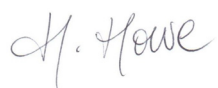
Through fundraising and kind donations from a wide range of patients, their families and loved ones, the charity has received a total of **£410,000** this year. We thank everyone for their generosity and the difference the funds will continue to make to our patients and our people.

Historically, the NHS has always received charitable donations. NHS charities are members of NHS Charities Together, a national organisation who make funds donated available to local NHS charities through support schemes that individual NHS charities can apply for. Our Butterfly Hub project received funds from NHS Charities Together and The Princess Alexandra Hospital Charity, with the hub available to patients, their loved ones and clinicians as a quiet and comfortable space to use during difficult times. This year, with funds from The Princess Alexandra Hospital Charity, and a successful bid for further funds from NHS Charities Together, we will be creating four sensory gardens for our patients, their relatives and friends and our people to use. Plans are underway and the gardens will be built in 2025.

You can help us to do more - please take a look at pages 8-9 for details of how you can get involved in supporting us too.

Thanks also go to the charity trustees who continue to support the charity. By working together our charity will continue to make a difference to our patients, visitors and our people.

Thank you



Helen Howe

Chair, charitable funds committee



Highlights from the year

This year (2023-24) the charity has received great support through donations and fundraising from our patients, their loved ones, and our people. This generosity is given in thanks for the care they or their loved ones have received and enables the charity to make a difference for our patients, visitors and our people.

A huge thank you to everyone involved in supporting the charity - we are delighted to share some of the highlights from the year.

Marathon runners raise funds

Keen runners put their best foot forward and represented The Princess Alexandra Hospital Charity in the 2023 TCS London Marathon. We had two participants who set themselves the challenge to complete the marathon that took place on 23 April 2023.

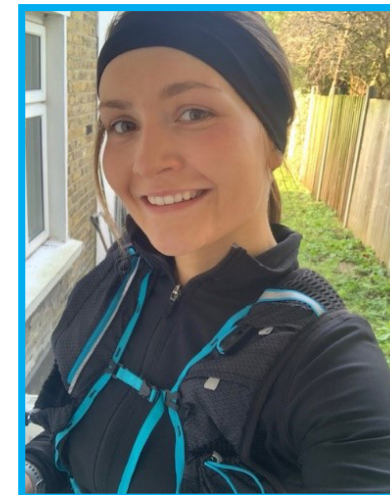
Mark Sanz, marathon runner, aged 54, from Hoddesdon (pictured, right), said: "The Princess Alexandra Hospital NHS Trust is my local hospital, so I am delighted to be representing their charity at the London Marathon.

"I've needed to attend the emergency department myself in the past and have visited family and friends who have also needed to be cared for, that's why I want to show my token of appreciation to the amazing teams and give back to my local community.

"The London Marathon is a well-supported race and I look forward to passing by some of London's most iconic landmarks and soaking up the atmosphere."



Lizzie Richards, marathon runner, aged 24, from London (pictured, right), said: “It’s a dream come true to take part in the London Marathon. Whilst cheering on participants taking part in the London Marathon previously, I cried tears of emotion and had goose bumps the whole time, in awe of those running.



“Over the last few months, I have put myself to the test and trained tirelessly in preparation. So far, I have raised £1,000 through babysitting and fundraising activities at local schools.”

A huge thank you and well done to Mark and Elizabeth who raised almost £8,000 combined.

Egg-citing surprise as Greater Anglia deliver treats

Young patients at the Princess Alexandra Hospital got an egg-citing Easter surprise when local train operator, Greater Anglia, delivered more than 380 Easter eggs and activity kits to the children’s ward and paediatric emergency department.

The annual initiative, now in its fourth year, is organised by Greater Anglia’s relief ticket office clerk at Sawbridgeworth and Stansted Mountfitchet, Michael King.

Posters were displayed at Bishop’s Stortford, Harlow Mill, Harlow Town, Stansted Mountfitchet and Sawbridgeworth train stations asking for train users to donate Easter eggs or other treats for the children’s ward at The Princess Alexandra Hospital.

Making the special delivery today, Michael said: “Our customers and staff at Greater Anglia are always very eager to help wherever they can for such a good cause – the past few weeks have been absolutely amazing, seeing the eggs piling up at our ticket offices ready for delivery.



A great tradition for the children and young people cared for at The Princess Alexandra Hospital.

Folding bed to help support relatives of patients at the end of life

A family kindly donated a folding bed that is now being used on Lister Ward to help support families needing to stay overnight to help care for loved ones.

We received a kind donation from a family, from Ongar, whose loved one received end of life care at the hospital.

The hospital's team of Butterfly Volunteers, who provide invaluable support to patients at the end of life, supported the family when they found themselves needing to stay at the hospital for prolonged periods of time to support their beloved mother Irene.



Speaking on behalf of the family, her son Paul Frost (pictured right with members of the Lister Ward team) and daughter Helen Hider said: “As a family we were so grateful for the support we received from all of the staff at PAHT, especially the Butterfly Volunteers. There aren't always enough folding beds to cope with demand and so we wanted to do something to say thank you, and to help support others who may find themselves in the situation we were in.

“A folding bed might not seem exciting, but having something to sleep on instead of sitting in a chair aided our comfort and really made a difference.”

A very big thank you to Paul and Helen and their extended family for their kind donation.

Further donations made to the Butterfly Volunteers team from relatives meant that an additional three beds have been purchased. The extra beds are now in use in Winter Ward, the OPAL Unit and Adult Assessment Unit.

Nicki Harris, Butterfly Volunteer coordinator at PAHT, said: “Our Butterfly Volunteers work so hard to attend to not only the needs of patients in our care, but their friends and family too.”

Thank you for the kind donations made to our Butterfly Volunteers team.

Hospital IT team secures charity award win

The IT digital automation team at The Princess Alexandra Hospital NHS Trust (pictured right) received a Network Designs Limited (NDL) Community Award 2023 and generous charitable donation in recognition of their commitment to enhance patient care and experiences.

The team were nominated for their project which focused on streamlining patient referrals, from their GP to attending their first hospital appointment, to ensure that their experience was as straightforward as possible.

The NDL Community Awards celebrate and recognise the efforts in providing high-quality services for the general public and advances in technology over the last year.

The Award was for the introduction of robotic process automation and electronic forms. Initially, our teams would manually process over 2,300 referral forms every month, taking around five minutes to process each one. The introduction of robotic process automation means that each patient referral now takes seconds to upload.

This has allowed the team to release time back to clinicians so that they can continue to focus on patient care and improve care and experiences for our patients.

“As part of our award win, we received £250 to donate to a charity of our choice. As a team, we decided to donate the funds to our hospital charity, The Princess Alexandra Hospital Charity.”

A huge thank you to the IT digital automation team for their generosity.



Tottenham Hotspur players deliver Christmas gifts for children

Children and young people staying on the children's ward, Dolphin Ward, at The Princess Alexandra Hospital, got a big surprise when Ashley Philips and Micky van de Ven (shown on the right, left-right), from Tottenham Hotspur Football Club, made a surprise visit to deliver early Christmas presents and help spread some festive cheer in December. Gifts included games and soft toys. There were also some treats for the children's team too.

Tottenham Hotspur defender Micky van de Ven said: "It was really good to visit The Princess Alexandra Hospital, to see the children and give them some Christmas presents.

"It's the first time in my career I've done something like this but these visits are really important. The children are going through a difficult time, so it's good that we can make them smile by surprising them and giving them some gifts.

"There were lots of Spurs fans too, which I love to see, and it was nice to meet the nurses and Dolphin Ward team who work so hard throughout the year."

Helen Weaving, Dolphin Ward manager, said: "There was such an air of excitement when the children on the ward found out that players from Tottenham Hotspur were visiting us. It was a tremendous boost and such a joy to see the look on their faces. Their parents and guardians were overjoyed too."

Thank you to Tottenham Hotspur Football Club for their Christmas gifts kindness.



How to support our charity

There are so many ways you can get involved to support The Princess Alexandra Hospital Charity:

Follow us on social media

Our social media channels are a good way to keep in touch with news about the charity and the difference being made by the funds raised by our donors and supporters.



One-off donations

One-off donations can be made in a number of ways:

- ✓ Cheques should be made payable to The Princess Alexandra Hospital Charity and posted to: The Princess Alexandra Hospital Charity, Kao 2, Kao Park, London Road, Harlow, CM17 9NA
- ✓ Online donations can be made by visiting our website at www.pah.nhs.uk/charity and clicking on the **Donate** button, or by scanning the QR code, right.
- ✓ Telephone donations can be made by calling our team on **01279 973990**
- ✓ Cash and cheques can also be **delivered to the Cashier's Office** (lower ground floor opposite The Sanctuary) at The Princess Alexandra Hospital, Hamstel Road, Harlow, CM20 1QX



Challenge Events

Would you like to take part in a marathon, abseil, or sky-dive? If you would, please contact the charity team to discuss our upcoming events. Also keep an eye-out on our social media channels where we share opportunities.

Volunteering

Do you have some spare time free and would like to help make a real difference to our charity? We are always on the look-out for event and in-office volunteers. Please contact us today to discuss.

Local business

Do you or someone you know run or work at a local business and are looking for your next charity to support? We have a range of opportunities to support us from simply hosting a collection in your shop through to event sponsorship packages.

Fundraising

Get creative and have some fun while fundraising at work, school, with your club or group, or with friends in your local community. Visit www.justgiving.com/pahnhs for a simple and secure way to donate and set up fundraising pages to support our charity.

In-memory

We gratefully accept donations in-memory of loved ones and have good relationships with local funeral providers. If you would like to discuss in more detail, please contact the charity team or speak directly with your funeral provider.

Legacies

Did you know you can choose to leave a gift in your will to a charity of your choice? You can choose to donate as little as 1% of your estate, leaving 99% for your loved ones or other causes.

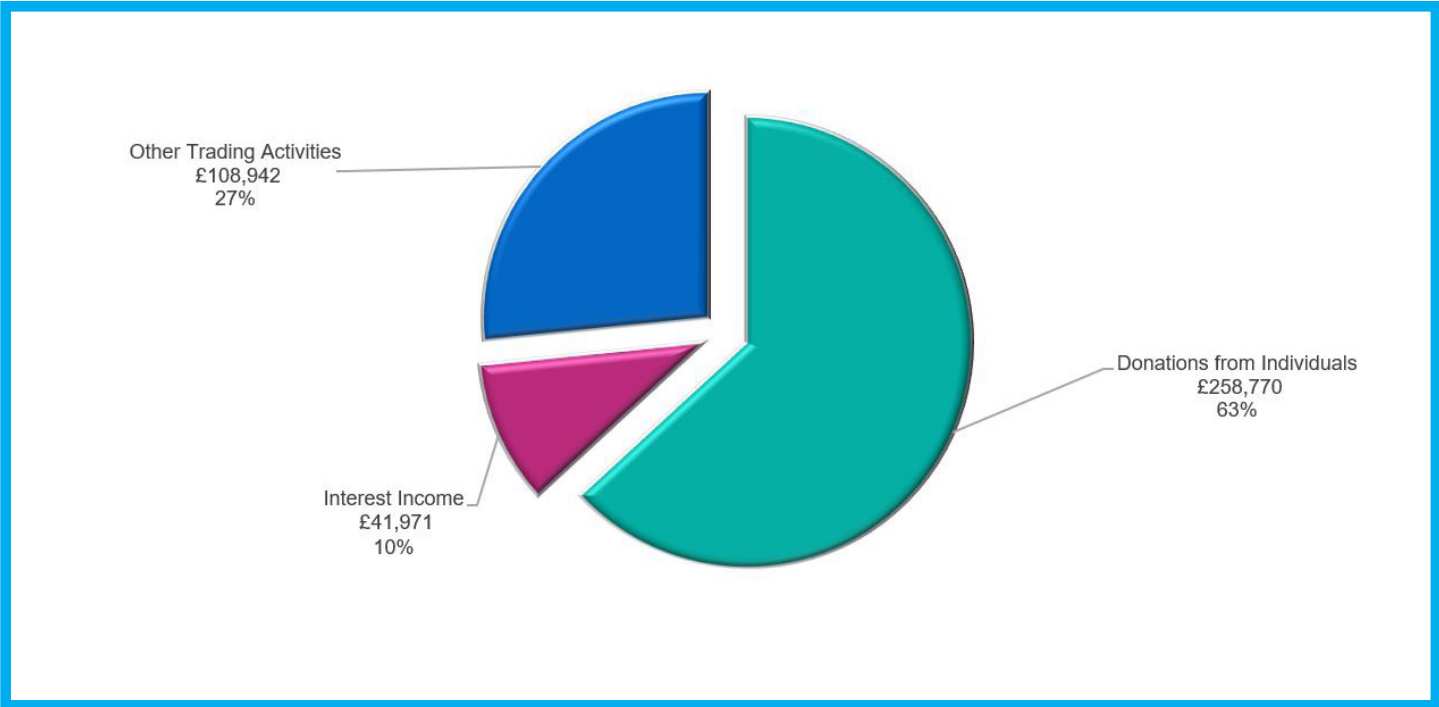
Call the charity team on 01279 973990 or email paht.fundraising@nhs.net for more information on how you can support The Princess Alexandra Hospital Charity.

Donations received

The charity received a total income for the year 2023-24 of **£410,000**.

This income is comprised of donations, other income from fundraising activities, dividends, and interest, of which the largest elements related to fundraising activities and donations from individuals. The majority of the contributions to PAHT were in relation to Breast Unit fundraising events.

Donations from individuals were **£259,000 (63%)**, interest income **£42,000**, and other trading activities **£109,000**.



The income from fundraising activities and donations was:

Fund Name	Income	Category
Angkor Wat	10,100.95	Breast Unit
Bollywood	10,033.00	Breast Unit
Breast Research Service Improvement	1,000.00	Breast Unit
Breast Unit Together Fund	70,020.89	Breast Unit
Camino 2023 Appeal	37,730.40	Breast Unit
Cardiology	1,549.80	Cardiology
CCU	100.00	CCU
Chaplaincy Fund	676.00	Chaplaincy Fund
Covid-19 Campaign	2.23	Covid Campaign
Dementia Care	250.00	Dementia Care
Dolphin Ward	3,730.87	Dolphin Ward
Fab Account	108.51	Breast Unit
Fashion Show 2021	25.00	Breast Unit
Galen House Cancer Nurses	1,260.00	Galen House
General Fund	97,958.91	General Fund
Harvey Ward	50.00	Harvey Ward
ICU	1,183.89	ICU
Lister Ward	109.06	Lister Ward
Long Live Liver Appeal	792.51	Long Live Liver Appeal
Mamma Mia	3,675.00	Breast Unit
Maternity Bereavement Fund	4,360.00	Bereavement
Mobile Screening Unit	1,600.00	Breast Unit

Fund Name	Income	Category
Moving Forward	40.00	Breast Unit
Neonatal Unit	2,438.70	Neonatal Unit
Penn Ward	358.18	Penn Ward
Royal Parks 2020	117.90	Breast Unit
Shooting Day 2020	109,300.17	Breast Unit
Snowball 2022 Fund	48,349.18	Breast Unit
Stroke Service Fund	80.00	Stroke Service
Theatre Staff Development Fund	300.00	Theatre
Voluntary Services Fund	2,231.73	Voluntary Services
Williams Day Unit	150.00	Williams Day Unit

The majority of the contributions to the charity were in relation to the Breast Unit through donations and fundraising events **£292,101 (71%)**.

A huge thank you to Mr Ashraf Patel MBE, associate specialist in breast surgery, for his continued commitment to the charity and to those who have generously donated and supported the Breast Unit fundraising events.

Fund Name	Income
Breast Unit Together Fund	70,020.89
Camino	37,730.40
Fab Account	108.51
Bollywood	10,033.00
Mobile Screening	1,600.00
Moving Forward	40.00
Breast Research Service Improvement	1,000.00
Fashion Show 2021	25.00
Angkor Wat	10,100.95
Royal Parks	117.90

Fund Name	Income
Shooting Day	109,300.17
Snowball 2022	48,349.18
Mamma Mia	3,675.00
Total	292,101.00



Pictured: Mr Ashraf Patel MBE, associate specialist in breast surgery.

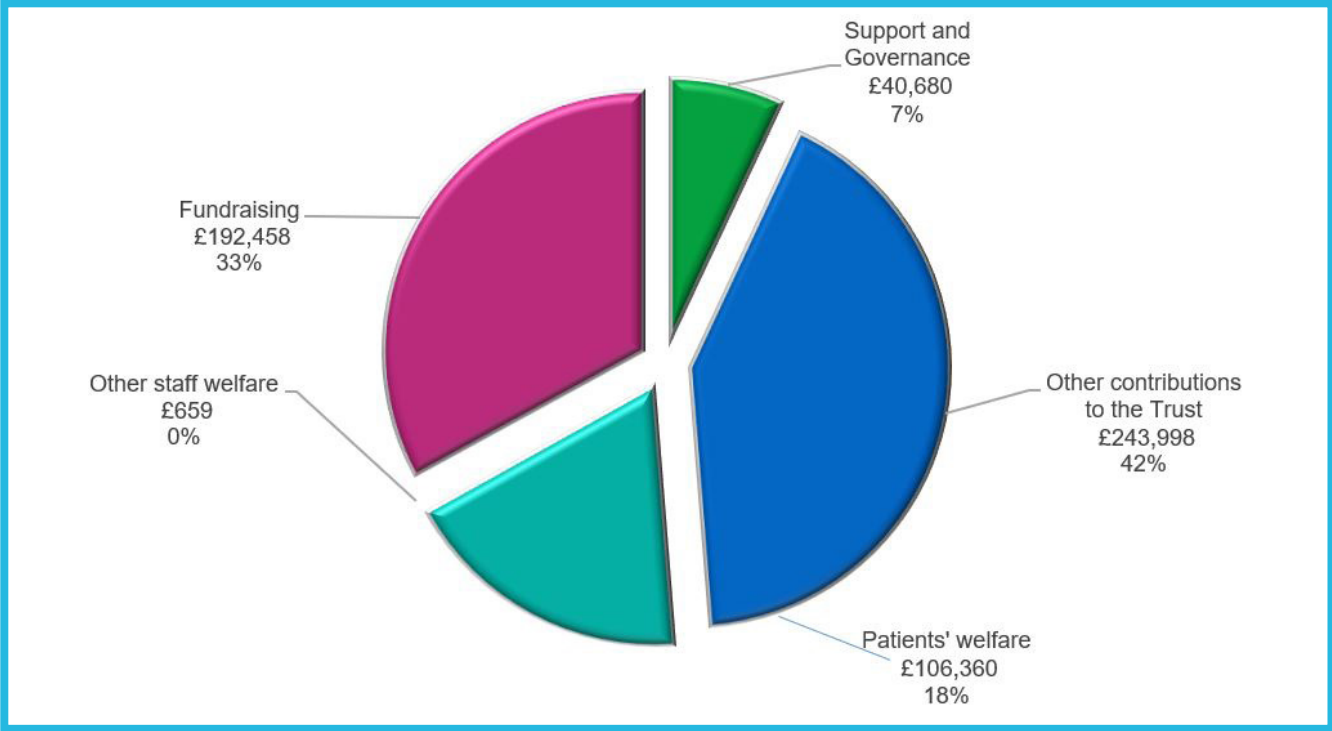


How we spent our funds

Across the year, the charity provided support in many ways including education and training for our PAHT people, items to provide a more comfortable environment for our patients and additional medical equipment for patient treatment too. This year a total of **£584,000** was spent in line with our objectives. This compares with **£479,000** spent last year.

The year the charity has spent **£192,000** on fundraising activities that generated **£410,000** of income. This compares to **£147,000** on fundraising that generated **£527,000** of income last year (2022-23).

How we spent our funds in **2023-24**:



Risk management

The major risks to which the charity is exposed have been identified and reviewed with systems established to mitigate them. The charity relies on and benefits from the financial control framework of PAHT.

Currently, the most significant risks identified are:

- reputational damage leading to a sudden and dramatic fall in donations
- reputational and income risk on fundraising events of which the charity is not aware

The charity has no investment assets so there is no associated risk with an investment portfolio. Procedures are in place to ensure that both spending and financial commitments remain in line with income. The charitable funds committee, on a quarterly basis, monitors both income and expenditure in order that any trends can be identified at an early stage in order to avoid unforeseen calls on reserves. Governance of income and expenditure follows PAHT's standing financial instructions.

Our future plans

In 2024-25, the charity will focus on the following areas:

- ✓ Providing proactive support to raise the profile of the charity
- ✓ Ensuring the charity is widely publicised to increase awareness of our work both across The Princess Alexandra Hospital NHS Trust (PAHT) and within the local community
- ✓ Working with fundholders across the Trust to ensure funds are spent in line with donor wishes, in good time and in an impactful and measurable way
- ✓ Improving the infrastructure of the charity, specifically working with finance colleagues to ensure the charity can operate efficiently and effectively
- ✓ Engaging and partnering with the local business community

We appreciate all the support we receive from our donors, our local community and our PAHT people – together the charity will continue to succeed.

About us

Trust deed

The Princess Alexandra Hospital Charity, was formed under a trust deed on 21 March 1996, and is registered with the Charity Commission, registration number 1054745.

Through fundraising activities, events and appeals, we have further improved the provision of high-quality patient care and a high standard of patient experience through the use of funds to support areas not covered or fully supported by central NHS funds. The charity also supports the health and wellbeing of The Princess Alexandra Hospital NHS Trust (PAHT) people.

The PAHT board confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's activities and objectives and in planning future activities.

The PAHT board hold the charitable fund, and use the income where applicable for any charitable purpose or purposes relating to the NHS. Within the single registered charity, there are a number of funds, each managed by a fund manager. Specific criteria document that funds should only be spent in line with the purposes of the fund. This criterion is for internal guidance only, and has no legal standing.

However, expenditure from funds given by the public must be seen as being appropriate and in line with their wishes. This means that the charity will spend the cash in accordance with the donor's wishes and retains the right to use discretionally. Unless raised for a specific purpose, charitable funds should be spent within a three-year period and should not be built up for future years.

The PAHT board has established a charitable funds committee to manage and monitor arrangements for the control and management of the trust's charitable funds and fundraising activities.



Charitable funds committee

The charitable funds committee is a formally established committee accountable to the corporate trustee/board of directors, to provide assurance to the board (the corporate trustee) on the arrangements for control and management of the charity. The committee for 2023-24 is shown below:

Members

John Keddie
Committee chair (1 April – 30 June 2023)

Anne Wafula-Strike
Associate non-executive director

Ogechi Emeadi
Chief people officer

Tom Burton
Director of finance

Helen Howe
Committee chair (1 July 2023 – present)

Michael Meredith
Director of strategy and estates

Laura Warren
Associate director of communications

Samuel Owusu-Ansah
Head of financial services

Our details

Registered charity number: 1054745

Address of charity:

The Princess Alexandra Hospital NHS Trust Charitable Fund
Kao 2, Kao Park
London Road
Harlow
Essex
CM17 9NA

Bankers

Barclays Bank Plc
Water Gardens
Harlow
Essex
CM20 1AN

RBS

280 Bishopsgate
London
EX2M 4RB

Auditors

NSO Associates LLP
75 Springfield Road
Chelmsford
Essex
CM2 6JB



The Princess Alexandra Hospital Charity

Behind the scenes

Trustee arrangements

The trustee of the charity is The Princess Alexandra Hospital NHS Trust as sole corporate trustee, governed by the law applicable to trusts, principally the Trustee Act 2000 and the Charities Act 2011.

The PAHT board members (with voting rights) of the trust manage this responsibility. Board members for the period 1 April 2023 to 31 March 2024 were as follows:

Chair

Hattie Llewelyn-Davies, chair

Non-executive directors

Darshana Bawa, non-executive director

Anne Wafula-Strike, associate non-executive director

Helen Howe, non-executive director

Colin McCready, non-executive director

Elizabeth Baker, non-executive director

George Wood, non-executive director and senior independent director

Executive directors

Lance McCarthy, chief executive

Sharon McNally, chief nurse and deputy chief executive

Stephanie Lawton, chief operating officer

Dr Fay Gilder, medical director

Tom Burton, director of finance

Jim McLeish, director of quality improvement

Michael Meredith, director of strategy and estates

Ogechi Emeadi, chief people officer

Phil Holland, chief information officer

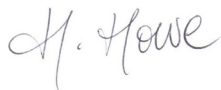
Statement of trustee's responsibilities

Under charity law, the trust board are responsible for preparing the trustee's Annual Report and Accounts for each financial year that show a true and fair view of the state of affairs of the charity and of any excess of expenditure over income for that period. In preparing these financial statements, generally accepted accounting practice requires that the board of directors:

- ✓ Select suitable accounting policies and apply them consistently
- ✓ Make judgements and estimates that are reasonable and prudent
- ✓ State whether the recommendations of SORP 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
- ✓ Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue its activities

The trust board are required to act in accordance with the trust deed and the rules of the charity within the framework of trust law. The trust board 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 trust board to ensure that, where any statements of accounts are prepared by the trust board under section 132(1) of the Charities Act 2011. Those directors have general responsibility for taking such steps as are reasonably open to the trust board to safeguard the assets of the charity and detect fraud and other irregularities.

The trust board confirm that they have met the responsibilities set out above and complied with the requirements for preparing the accounts. The financial statements set out from pages 23 to 37 have been compiled from, and are in accordance with the financial records maintained by the trust board. Approved by the trustees on **9 January 2025**, and signed on their behalf by:



Helen Howe
Chair
Charitable funds
committee



Tom Burton
Director of finance

Thank you for your support...



The Princess Alexandra Hospital Charity

The Princess Alexandra Hospital NHS Trust Charitable Fund, Kao 2, Kao Park, London Road, Harlow, Essex, CM17 9NA

01279 973990



[ThePrincessAlexandraHospitalsCharity](https://www.facebook.com/ThePrincessAlexandraHospitalsCharity)



[@PAHCharity](https://twitter.com/PAHCharity)

Registered charity number: 1054745

Independent Examiner's Report to the Trustees of The Princess Alexandra Hospital NHS Trust Charitable Fund

I report to the trustees on my examination of the financial statements of The Princess Alexandra Hospital NHS Trust Charitable Fund ('the charity') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and related notes.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 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.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011. I confirm that I am qualified to undertake the examination because I am a member of ACCA, which is one of the listed bodies.

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:

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the financial statements do not accord with those records; or
- the financial statements 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 financial statements to be reached.

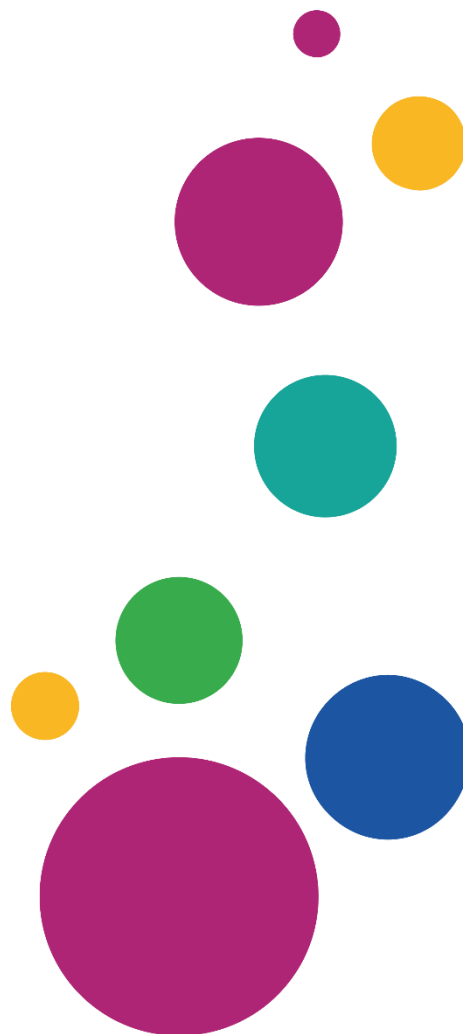
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Elaine Oddie OBE MA FCA FCCA
NSO Associates LLP
Chartered Certified Accountants
75 Springfield Road
Chelmsford CM2 6JB

Date: 9 September 2024

**The Princess Alexandra
Hospital NHS Trust
Charitable Fund**

**Annual accounts for the
year ended 31 March 2024**



Statement of Financial Activities for the year ended 31 March 2024

	Note	2023/24	2023/24	2023/24	2022/23
		Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
		£000	£000	£000	£000
Income and endowments from					
Donations	3	-	259	259	108
Legacies	3	-	-	-	95
Other income	4	-	109	109	307
Interest Income		-	42	42	17
Total Income		-	410	410	527
Expenditure on					
Raising funds	5	-	(192)	(192)	(147)
Charitable activities	6				
- Contributions to the Trust		(2)	(283)	(285)	(282)
- Patient welfare and amenities		(26)	(80)	(106)	(22)
- Staff welfare and amenities		-	(1)	(1)	(28)
Total expenditure		(28)	(556)	(584)	(479)
Net income/(expenditure)		(28)	(146)	(174)	48
Net movement on funds		(28)	(146)	(174)	48
Reconciliation of funds					
Fund balances brought forward at 1 April		35	882	917	869
Fund balances carried forward at 31 March		7	736	743	917


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

Balance Sheet as at 31 March 2024

	Note	2023/24	2023/24	2023/24	2022/23
		Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
		£000	£000	£000	£000
Current assets					
Debtors	12	-	83	83	48
Cash and cash equivalents	11	9	1,193	1,202	1,037
Total current assets		9	1,276	1,285	1,085
Liabilities					
Creditors falling due within one year	13	(2)	(540)	(542)	(168)
Net current assets		7	736	743	917
Total net assets		7	736	743	917
Funds of the Charity					
Restricted		7	-	7	35
Unrestricted		-	736	736	882
Total Funds		7	736	743	917

The notes from pages 27 to 37 form part of the accounts.

Approved and authorised for issue by the trustees on **9 January 2025** and signed on their behalf.



Helen Howe
Chair of charitable funds committee
9 January 2025



Tom Burton
Director of finance
9 January 2025

Statement of Cashflows for the year ended 31 March 2024

	Note	2023/24	2022/23
		Total Funds	Total Funds
		£000	£000
Cash flows from operating activities			
Net income for the reporting period		(174)	48
Adjustments for:			
Increase in debtors	12	(35)	(48)
Decrease in creditors	13	374	6
Net cash used in operating activities		165	6
Change in cash and cash equivalents in the reporting period		165	6
Cash and cash equivalents at 1 April 2023		1,037	1,031
Cash and cash equivalents at 31 March 2024	11	1,202	1,037

Notes to the accounts

1. Accounting policies

1.1. Accounting convention

The financial statements have been prepared under the historic cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011, and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. There are no material uncertainties affecting the current year's accounts.

1.2. Structure of funds

The Princess Alexandra Hospital NHS Trust Charitable Fund is registered as an umbrella fund, encompassing three unrestricted special funds whose names and objects are:

The Princess Alexandra Hospital general fund

For any charitable purpose or purposes relating to the National Health Service wholly or mainly for the service provided by The Princess Alexandra Hospital.

The St Margaret's Hospital general fund

For any charitable purpose or purposes relating to the National Health Service wholly or mainly for the service provided by the St Margaret's Hospital.

The Herts and Essex Hospital general fund

For any charitable purpose or purposes relating to the National Health Service wholly or mainly for the service provided by the Herts and Essex Hospital.

1.3. Income recognition

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

- **Entitlement:** control over the rights or other access to the economic benefit has passed to the charity.
- **Probable:** it is more likely than not that the economic benefits associated with the transaction or gift will flow to the charity.
- **Measurement:** the monetary value or amount of both the income and the costs to complete the transaction can be measured reliably.

Income from legacies are accounted for as incoming resources once the receipt of the legacy becomes probable. This will be once confirmation has been received from the representatives of the estates that payment of the legacy will be made or property transferred and once all conditions attached to the legacy have been fulfilled or are within the charity's control to fulfil. The charity received no gifts in kind.

1.4. Expenditure recognition

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:

- there is a present legal or constructive obligation resulting from a past event
- it is more likely than not that a transfer of benefits (usually a cash payment) will be required in settlement
- 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.

Grants payable are payments made to third parties (including NHS bodies) in the furtherance of the charitable objectives. They are accounted for on an accruals basis where the conditions for their payment have been met or where a third party has a reasonable expectation that they will receive the grant. This includes grants paid to NHS bodies.

Support costs are those costs that do not relate directly to a single activity. These include some staff costs, costs of administration and internal and external examination/audit costs. Support costs have been apportioned between fundraising costs and charitable activities based on fund balances. Support and governance costs are apportioned across all funds based on the average fund balance for the year.

Costs of charitable activities comprise all costs in the pursuit of the charitable objects of the Charity. These costs, where not wholly attributable, are apportioned between the categories of expense in addition to the direct costs. The total costs of each category of expense include an apportionment of support costs as shown in note 7.

1.5. Realised gains and losses

There are no realised gains or losses in 2023-24 (nil in 2022-23).

1.6. Debtors

Debtors are amounts owed to the charity. They are measured on the basis of their recoverable amount. There are no amounts which are owed in more than a year.

1.7. 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.

1.8. 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. There are no amounts which are owed in more than a year.

1.9. Events after the end of the reporting period

No events (either adjusting or non-adjusting) occurred after the end of the reporting period for 2023-24 (nil in 2022-23).

2. Related Party Transactions

The Princess Alexandra Hospital NHS Trust manages the Princess Alexandra Hospital NHS Trust Charitable Fund, a corporate body established by order of the Secretary of State for Health. As such, the trust is the ultimate controlling entity and the trust board of the charity are the directors of the trust, as detailed in page 17 of the Annual Report and Accounts.

The main beneficiaries of the charity are the patients, staff and visitors of The Princess Alexandra Hospital NHS Trust. The charity has provided grant funding for items purchased on behalf of these beneficiaries totalling £392k (£332k in 2022-23) as detailed in note 6 of these accounts. As at year end, the Charity owed the Trust £467k (£117K in 2022-23) as detailed in note 13 of these accounts. There is £83k debtor balance with the Trust at year end (£19k in 2022-23). Expenditure of the charity is considered to be a grant to The Princess Alexandra Hospital NHS Trust, as the staff, patients and visitors of the trust are the ultimate beneficiaries.

The trust board received no remuneration or re-imburement of expenses from the charitable fund during 2023-24 (nil in 2022-23).

Details of Income

3. Income from donations and legacies

	2023/24	2023/24	2023/24	2022/23
	Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
	£000	£000	£000	£000
Donations	-	259	259	108
Legacies	-	-	-	95
Total	-	259	259	203

4. Income from other trading activities

Income relates to funds received from fundraising events (and where VAT is not chargeable). The charity receives no income from "trading" (i.e. from the sale of merchandise), nil trading income in 2022-23.

	2023/24	2023/24	2023/24	2022/23
	Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
	£000	£000	£000	£000
Long Live Liver Appeal	-	-	-	8
Breast Unit Fundraising Team events	-	109	109	299
Total	-	109	109	307

Analysis of charitable expenditure before allocation of support and governance costs

5. Expenditure on raising funds

	2023/24	2023/24	2023/24	2022/23
	Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
	£000	£000	£000	£000
PAH Fundraising	-	2	2	20
Long Live Liver Appeal	-	-	-	8
Covid Campaign	-	-	-	6
Improving Cancer Services	-	-	-	3
Breast Unit Fundraising Team events	-	190	190	110
Total	-	192	192	147

6. Charitable expenditure

All charitable expenditure is classified as grant funded activities

	2023/24	2023/24	2023/24	2022/23
	Grant funded activity	Support Costs	Total	Total
	£000	£000	£000	£000
Contributions to the Trust	245	40	285	282
Patient welfare and amenities	106	-	106	22
Staff welfare and amenities	1	-	1	28
Total	352	40	392	332

There were no grants made payable to individuals during 2023-24 (nil in 2022-23). All grants are made to The Princess Alexandra Hospital NHS Trust to provide for the care of NHS patients, and the welfare of its staff and visitors.

Analysis and allocation of Support and Governance costs

7. Allocation of support costs and overheads

	2023/24	2023/24	2023/24	2022/23
	Raising Funds	Charitable Activities	Total Funds	Total Funds
	£000	£000	£000	£000
Charitable activity				
Administration - staff costs	-	40	40	92
Governance fee				
Independent Examination fee	-	1	1	-
External audit fee	-	-	-	10
Total support and governance costs	-	41	41	102

The financial administration costs have been allocated between governance and charitable activity on the basis of staff time. External audit costs were wholly allocated to governance. The basis of apportionment of support costs is disclosed in note 1.4.

8. Trustee's remunerations, benefits and expenses

The trust board give their time freely and receive no remuneration for the work that they undertake as trustees.

9. Analysis of staff costs

The charity employed one member of staff towards the end of the financial year. No employee receives total employee benefit over £60k.

10. Independent examiner's remuneration

The independent examiner's fee of £1,200 inclusive of VAT related solely to the independent examination with no other additional work undertaken in 2023-24 (2022-23 £8,000).

Cash and cash equivalents

11. Analysis of cash and cash equivalents

	Total 2023-24	Total 2022-23
	£000	£000
Cash held as short term investments and deposits	1,124	711
Cash at bank and in hand	78	326
Total	1,202	1,037

Analysis of Debtors

12. Debtors

	Balance 31 March 2024 £000	Balance 31 March 2023 £000
Debtors under 1 year		
Debtors (host Trust)	83	19
Prepayments	-	29
Total	83	48

Analysis of Creditors

13. Creditors

	Balance 31 March 2024 £000	Balance 31 March 2023 £000
Creditors due within 1 year		
Trade creditors	75	51
Creditors (host Trust)	467	117
Total creditors	542	168

Analysis of Funds

14. Analysis of unrestricted and restricted fund movements

	Balance 1 April 2023 £000	Income £000	Expenditure £000	Balance 31 March 2024 £000
Restricted funds				
Princess Alexandra Hospital	35	-	(28)	7
Total	35	-	(28)	7
Unrestricted funds				
Herts & Essex Hospital	-	-	-	-
Princess Alexandra Hospital	671	118	(127)	662
St Margaret's Hospital	211	292	(429)	74
Total	882	410	(556)	736
Total Funds	917	410	(584)	743

15. Funding commitments

As at 31 March 2024 the trustees had not made commitments other than those shown as creditors, note 13.