

THE POINT OF CARE FOUNDATION

(A CHARITABLE INCORPORATED ORGANISATION)

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 30 APRIL 2015

**THE POINT OF CARE FOUNDATION
(A CHARITABLE INCORPORATED ORGANISATION)
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees

Sir Adrian Montague
Sean Elyan
Sir Robert Francis QC
Ceinwen Giles
Rebecca Gray
Tracey Batten
Michael Nutt
Hardev Virdee

Charity number

1151628

Principal address

11 – 13 Cavendish Square
London
W1G 0AN

Auditors

Hazlems Fenton LLP
Chartered Accountants
Palladium House
1-4 Argyll Street
London
W1F 7LD

Bankers

The Co-operative Bank plc
PO Box 101
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THE POINT OF CARE FOUNDATION (A CHARITABLE INCORPORATED ORGANISATION) CONTENTS

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**THE POINT OF CARE FOUNDATION
(A CHARITABLE INCORPORATED ORGANISATION)
CHAIRMAN'S REPORT**

FOR THE YEAR ENDED 30 APRIL 2015

The chairman presents his report for the year ended 30 April 2015.

On behalf of the trustees of The Point of Care Foundation, I am delighted to present our annual report and audited accounts for the year ending 30 April 2015 and confirm that they comply with the Foundation's constitution, the Charities Act 2011 and the Charities Statement of Recommended Practice (SORP) of 2005.



Sir Adrian Montague
Chairman
Dated: 9 September 2015

THE POINT OF CARE FOUNDATION (A CHARITABLE INCORPORATED ORGANISATION) TRUSTEES' REPORT

FOR THE YEAR ENDED 30 APRIL 2015

The trustees present their report and accounts for the year ended 30 April 2015.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Foundation's Constitution, the Charities Act 2011 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance and management

The Foundation is a charitable incorporated organisation and was established by a Constitution on 12 April 2013.

The trustees who served during the year were:

Sir Adrian Montague

Sean Elyan

Sir Robert Francis QC

Ceinwen Giles

Rebecca Gray

Jill Maben

(Resigned 5 January 2015)

Tracey Batten

(Appointed 15 January 2015)

Michael Nutt

(Appointed 15 January 2015)

Hardev Virdee

(Appointed 15 January 2015)

Recruitment and appointment

Professor Jill Maben resigned from the board in January 2015. Following a review of the composition of the board, the charity recruited three new trustees in 2014-2015 via open advertisement. Shortlisted candidates were interviewed by the Chairman along with one trustee and the Chief Executive.

Induction and training

As part of their induction, all new trustees are offered formal induction meetings with the Chairman, the Chief Executive and the Chief Operational Officer. They also receive a pack of papers on the work of the charity containing recent board papers and Charity Commission guidance on trustee responsibilities.

Organisation

The governance of the charity is the responsibility of the Board of trustees, which takes decisions on the strategic leadership of the organisation by democratic majority vote at its general meetings, which take place quarterly. The July board meeting is an all-day meeting for all trustees and staff on the five year strategy. The elected trustees serve a three year term.

Related parties

There are no related parties to the way in which the Foundation carries out its business and objectives apart from that detailed in note 18.

Risk management

The Point of Care Foundation maintains a risk register and regularly reviews and evaluates risk and identifies appropriate preventative activities to minimise risk to the organisation. Trustees are confident that risks have been identified and appropriate risk management measures are in place. However risks are kept under continual review and regular risk evaluation exercises are undertaken with trustees.

THE POINT OF CARE FOUNDATION (A CHARITABLE INCORPORATED ORGANISATION) TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2015

Objectives for the public benefit

The Point of Care Foundation is an independent charity, whose charitable objectives, as set out in its constitution, are:

- The advancement of education of the public, in particular those working in health and social care, in methods and skills to improve patients' and service users' care experience and
- To promote research for the public benefit in all areas of that subject and
- To publish the useful results of such research with the object of improving health and social care outcomes for patients, service users and their families and carers.

In the Achievements and Performance section below, we outline how we meet those objectives through training and support, information sharing and research.

Our vision and activities

The Foundation works to improve patients' experience of care and increase support for the staff who work with them.

We believe that a truly patient-centred approach – focussed on listening, understanding and responding to the needs of the whole individual – is essential to the delivery of the best possible quality of care. We further this vision by providing evidence and resources to support health and care staff in the valuable work of caring for patients.

The Foundation organises its activities under three headings. It aims:

1. To strengthen the leadership for staff support and improvements in patients' experience by raising awareness and creating and sharing research evidence on what works.
2. To promote effective methods for supporting staff and improving patients' experience through training and mentoring.
3. To innovate and nurture new thinking about practical solutions to overcome the suffering experienced by staff and patients in poorly functioning health services.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Foundation should undertake.

Achievements and performance

1. Strengthening leadership for staff support and improvement in patients' experience with research evidence

The Heads of Patient Experience (HOPE) network

In January, we launched a new network, with financial support from NHS England. The network is for people who work in NHS trusts and commissioning bodies, and in independent and third sector providers, whose role includes significant responsibilities for patient experience.

Through face-to-face meetings and creating a private meeting space for members to communicate with each other via the LinkedIn website, we aim to provide peer learning and support for individuals who have responsibilities for patient experience in healthcare organisations. In the absence of a national database of heads of patient experience, we recruit new members to the network via social media and personal contacts.

Members of the network met for the first time in London in March 2015 to agree the terms of reference for the network and to discuss their aims, priorities and how they wished to work together.

THE POINT OF CARE FOUNDATION (A CHARITABLE INCORPORATED ORGANISATION) TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2015

Publications

We completed two reports in 2014-5: one for Health Education North West London (HE NWL) on the relevance of the needs and preferences of patients with dementia and their carers for training healthcare professionals; the other, for Hospice UK, on how to support hospice staff to maintain their resilience in the face of pressures beyond their control.

- “Acting on patients’ and carers’ perspectives in care: dementia education and training in NW London”, was completed in July and presented to members of the HE NWL dementia clinical network. It has been shared widely with staff in NHS organisations across North West London.

As a result of the report HE NWL invited the Foundation to advise on a new post for a Dementia Engagement Manager to take forward some of the report’s recommendations. The Dementia Engagement Manager’s role will be to engage patients with dementia and their carers as equal partners alongside other teachers in professional training and education.

- In March 2015, with Hospice UK, the Foundation published Resilience: A Framework Supporting Hospice Staff to Flourish in Stressful Times. Hospice UK commissioned the report in response to changes in their environment including: increased financial pressures; the need to care for an increased number of older, frail patients with complex needs, and the drive to increase access to hospice care in the community. The report offers senior hospice leaders a practical framework on supporting hospice staff, setting out interventions to reduce stress and promote wellbeing, with the associated research evidence.

Events

In November 2014, in partnership with The King’s Fund, we held our first national conference: Transforming Patient and Staff Experience: the power of stories, case histories and numbers. The conference was very successful, attracting 250 delegates and top speakers, including Sir Robert Francis QC.

The Chief Executive spoke at a number of important national conferences including: the National Patient Safety Congress; the Royal College of Nursing annual conference; the annual conference of the Council of Deans of Health and the Royal College of Physicians Annual Conference. She was also invited to Toronto, Ontario to work with Cancer Care Ontario (CCO) on their strategy for improving patients’ experience of care.

2. Spreading effective methods for supporting staff and improving patients’ experience

Schwartz Rounds

The Point of Care Foundation is the sole licensed provider of training and support in the UK to organisations wishing to run Schwartz Rounds for their staff. It provides the training under licence from the Schwartz Center for Compassionate Healthcare in Boston, USA. Schwartz Rounds, developed by the Schwartz Center, a not-for-profit organisation in Boston, are named after Kenneth Schwartz, who died young from cancer but felt that the small acts of kindness shown to him by caregivers made “the unbearable bearable.”

Schwartz Rounds are one-hour long, confidential meetings where staff from different professions and backgrounds regularly come together to reflect and discuss the non-clinical aspects of caring for patients, such as the emotional and social challenges associated with their work. The underlying premise for Rounds is that the compassion shown by staff can make all the difference to a patient’s experience of care, but that in order to provide care with compassion, staff must themselves feel supported in their work.

THE POINT OF CARE FOUNDATION (A CHARITABLE INCORPORATED ORGANISATION) TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2015

Evidence from the US and the UK shows that for those who attend, Schwartz Rounds lead to an increase in:

- feelings of empathy with patients as people
- confidence in handling sensitive issues
- confidence in handling non-clinical aspects of care
- better team-working.

In 2014/15, an additional 48 organisations signed up to run Schwartz Rounds, bringing the total number of organisations licensed to run Schwartz Rounds in the UK to 118. This is a five-fold increase since The Point of Care Foundation was founded in May 2013. The majority (59%) of organisations running Schwartz Rounds are NHS acute trusts. Hospices and NHS mental health trusts account for 22% and 10% of the total, respectively. The remaining 10% of organisations is made up of NHS community trusts, Welsh health boards and independent providers.

During the year, The Foundation trained 157 people in the Schwartz Round methodology (as facilitators and clinical leads), and increased the number of people trained to act as mentors to Schwartz facilitators from 12 to 19. We estimate there were 15,000 Round attendances during the year, with many individuals attending more than once.

The strong growth in the uptake of Schwartz Rounds during 2014/15 has been driven by factors including the support of Macmillan Cancer Support, Marie Curie Cancer Care and Health Education England's Local Health and Education Training Boards (LETBs). Word of mouth between sites and individuals with experience of Rounds also continues to be an important driver.

In January 2015 the Foundation launched a membership scheme for those organisations running Schwartz Rounds that had moved beyond the initial two year training and start-up phase. The membership scheme provides organisations with a range of benefits, including access to a password protected website and on-going professional development and support. Eighteen of the 21 organisations eligible for the membership scheme signed up to the new membership scheme during the year. The Foundation will continue to promote the growth of Schwartz Rounds and support those organisations already running Rounds.

Evaluation

A large-scale evaluation of Schwartz Rounds in England, funded by the National Institute for Health Research Health Services and Delivery Research Programme (NIHR HS&DR) is currently underway. The three-year study is led by Professor Jill Maben, at King's College London.* The first large-scale academic evaluation of Schwartz Rounds anywhere in the world, it aims to uncover the extent to which participation in Schwartz Rounds affects staff wellbeing at work, improves relationships between staff and patients, and enables the provision of compassionate care in the UK. The final report is due to be published in 2017.

In May 2014, a grant from the Department of Health enabled The Foundation to commission Bath University to conduct a study, exploring the questions: "How are Schwartz Rounds implemented in mental health and community services? Do these contexts affect the model and process of Schwartz Rounds, and if so, how?"

The original methodology developed to run Schwartz Rounds was based largely on experiences from acute settings. However, as the number of Schwartz Rounds being run across the country grows, we want to ensure the model works well in a range of different clinical settings. The research is now complete. Findings suggest that whilst Schwartz have adapted successfully to diverse settings there are particular challenges that are faced by non-acute organisations due to geographical spread.

The findings from the study, together with some additional organisational development work conducted by the Foundation will inform the development of practical advice and guidance for use in training and supporting those working in non-acute settings.

* In January 2015, Professor Maben stepped down from the board after NIHR agreed to fund the evaluation.

THE POINT OF CARE FOUNDATION (A CHARITABLE INCORPORATED ORGANISATION) TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2015

Schwartz Rounds in education

The Foundation is involved in a trial introduction of Schwartz Rounds into medical schools, as it believes it is important to encourage and build resilience in students whilst familiarising them with reflective inter-professional working. University College London Medical School (UCLMS) is the first medical school in the country to run Schwartz Rounds. To date pilot Rounds have been run with young doctors who have started their clinical placements (fourth and fifth year students).

Improving patients' experience: Patients as Partners in Co-design

In September 2014, The Foundation ran its first training course in Patients as Partners in Co-design. The training is based on the Experienced Based Co-design toolkit which the Point of Care team developed whilst at the King's Fund (www.kingsfund.org.uk/projects/ebcd). The Foundation has a royalty free licence to develop further products based on the toolkit.

The course, offered as a six month programme, taught participants the skills needed to redesign their service in collaboration with their own patients. Eight people from four organisations took part in the course, which was followed up with a progress and evaluation day six months later.

3. Innovating and nurturing new thinking

Living Well to the Very End: Patient and Family Centred End-of-Life Care

In 2015/16 The Point of Care Foundation, in partnership with NHS England South and with the support of a grant from the Health Foundation will start work on a three year project to improve end-of-life care in the south of England.

The patient and family centred care (PFCC) programme offers a simple six-step quality improvement method enabling healthcare organisations to understand the experiences of patients, what could change and which small improvements can be made to bring tangible benefits to the experiences of patients. The method has a proven, research-based track record for improving the experiences of patients.

Financial review

As in the previous year, in 2014-5 the Point of Care Foundation's income came from 2 sources – grants (75%) and income directly attributable to charitable activities (25%). The Department of Health supplied another £300,000 of grant monies to support the spread of Schwartz Rounds in England, while £269,553 was recognised from the grant received from Macmillan Cancer Support to help healthcare organisations establish Rounds. Total grant income increased by 68% as against 2013-4.

Income from charitable activities was £187,188, 10% lower than in 2013-4. However this was due to a larger proportion of Schwartz Rounds sites being supported by the Macmillan grant, so although the revenue sources are recorded separately, in actuality they reflect income attaching to the same activity of setting up and supporting Rounds. Total income grew by 39% year on year.

Meanwhile total expenditure grew by 37% to £636,178. Whilst support costs grew from £56,430 to £70,074, they fell as a proportion of total expenditure from 12% to 11%. The Foundation is ever mindful of the need to keep support costs low, and we make great efforts to ensure we are efficient in the provision of services. Our surplus for the year was £121,652.

At the end of the financial year the Foundation's total assets were £965,594, and our bank balance was £826,852. However it is important to note that the majority of this is made up of funds already committed to supporting ongoing licences with healthcare organisations that are running Schwartz Rounds. Net assets were £202,218, of which £95,773 represent unrestricted funds.

THE POINT OF CARE FOUNDATION (A CHARITABLE INCORPORATED ORGANISATION) TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 APRIL 2015

Reserves policy

In 2014/15 the Trustees developed a prudent reserves policy to reflect the state of development of the charity, financial commitments made to date and the risk associated with the continuation of income generation going forward. The Trustees have established an unrestricted reserves policy with an initial reserves level set at £64,000. This level would allow the Board to cover the costs of closure, should revenues not continue.

If as anticipated the Point of Care Foundation continues to grow, the Board's aspiration is to increase the reserves level through time, in line with the charity's commitments and key risks.

Plans for the future

The Foundation will strengthen and expand its activities in the three main categories:

1. Creating and sharing research evidence

- The Heads of Patient Experience (HOPE) network

We will continue to expand the network as much as possible and are planning three face-to-face meetings for members of the network in 2015-2016.

- Dementia care

We aim to publish the HE NWL report in a peer-reviewed journal. We will also advise the NHS trust hosting the new role of Dementia Engagement Manager (Central London Community Healthcare NHS Trust) on the job role, and will design a recruitment process that will involve people with dementia on the appointment panel and the post holder's induction and development plan.

2. Spreading effective methods for supporting staff and improving patients' experience

- Schwartz Rounds for small organisations

We will design a training and support package for smaller organisations such as hospices and GP practices, starting in January 2016. The package will include the licence to run Schwartz Rounds; two years of administrative and operational support; on-line training as well as face-to-face training and group mentoring via teleconference.

- Patients as Partners

We will continue to support organisations committed to improving service quality with training for staff in how to collaborate with their own patients in the service improvement activity.

3. Innovating and nurturing new thinking

- Co-design in services for people with learning disabilities

The Foundation applied successfully to NHS England for funding to lead a demonstration project using co-design to improve services for people with learning disabilities and their families in 2015/16. The Health Experiences Institute (HEXI) at Oxford University is a partner in the project.

- Living Well to the Very End: Patient and Family Centred End-of-Life Care

In the course of 2015-16 we will recruit two members of staff (a programme manager and programme coordinator) to work on the programme. We will recruit twelve front line clinical teams from organisations across the south of England who will receive training in the patient and family centred care methods. The programme will be targeted at generalists, i.e. staff working in acute hospitals and community services who look after patients in the last weeks and days of their lives, but who are not trained as specialists in palliative or end of life care. The teams will be do some preparatory work in advance of the first learning session, and will start the work of improving care immediately after the first learning session. We will be working closely throughout with the independent researchers evaluating the programme at Kingston University and in Bath.

**THE POINT OF CARE FOUNDATION
(A CHARITABLE INCORPORATED ORGANISATION)
TRUSTEES' REPORT (CONTINUED)**

FOR THE YEAR ENDED 30 APRIL 2015

On behalf of the board of trustees

Sir Adrian Montague
Trustee

Dated: 9 September 2015

THE POINT OF CARE FOUNDATION (A CHARITABLE INCORPORATED ORGANISATION) STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Foundation and of the incoming resources and application of resources of the Foundation for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Foundation and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE POINT OF CARE FOUNDATION (A CHARITABLE INCORPORATED ORGANISATION) INDEPENDENT AUDITORS' REPORT

TO THE TRUSTEES OF THE POINT OF CARE FOUNDATION

We have audited the accounts of The Point of Care Foundation for the year ended 30 April 2015, as set out on pages 12 to 20. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of accounts which give a true and fair view.

We have been appointed as auditors under section 145 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on accounts

In our opinion the accounts:

- give a true and fair view of the state of the charity's affairs as at 30 April 2015 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**THE POINT OF CARE FOUNDATION
(A CHARITABLE INCORPORATED ORGANISATION)
INDEPENDENT AUDITORS' REPORT (CONTINUED)**

TO THE TRUSTEES OF THE POINT OF CARE FOUNDATION

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the accounts; or
- sufficient accounting records have not been kept; or
- the accounts are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Hazlems Fenton LLP

Hazlems Fenton LLP

Chartered Accountants

Statutory Auditor

Chartered Accountants

Palladium House

1-4 Argyll Street

London

W1F 7LD

Dated: 9 September 2015

Hazlems Fenton LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

**THE POINT OF CARE FOUNDATION
(A CHARITABLE INCORPORATED ORGANISATION)
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 30 APRIL 2015**

	Notes	Unrestricted funds £	Restricted funds £	Total 2015 £	Total 2014 £
<u>Incoming resources from generated funds</u>					
Voluntary income	2	-	569,553	569,553	338,409
Investment income	3	1,089	-	1,089	339
		<u>1,089</u>	<u>569,553</u>	<u>570,642</u>	<u>338,748</u>
Incoming resources from charitable activities	4	187,188	-	187,188	205,131
Total incoming resources		<u>188,277</u>	<u>569,553</u>	<u>757,830</u>	<u>543,879</u>
<u>Resources expended</u>					
Charitable activities					
Activities to deliver charitable objectives	5	120,682	462,063	582,745	339,454
Research activities		41,830	-	41,830	113,304
Total charitable expenditure		<u>162,512</u>	<u>462,063</u>	<u>624,575</u>	<u>452,758</u>
Governance costs		11,603	-	11,603	10,555
Total resources expended		<u>174,115</u>	<u>462,063</u>	<u>636,178</u>	<u>463,313</u>
Net income for the year/ Net movement in funds		<u>14,162</u>	<u>107,490</u>	<u>121,652</u>	<u>80,566</u>
Fund balances at 1 May 2014		81,611	(1,045)	80,566	-
Fund balances at 30 April 2015		<u>95,773</u>	<u>106,445</u>	<u>202,218</u>	<u>80,566</u>

**THE POINT OF CARE FOUNDATION
(A CHARITABLE INCORPORATED ORGANISATION)
BALANCE SHEET**

AS AT 30 APRIL 2015

	Notes	2015 £	£	2014 £	£
Fixed assets					
Tangible assets	10		18,422		20,092
Current assets					
Debtors	11	138,742		86,897	
Cash at bank and in hand		826,852		311,465	
		<u>965,594</u>		<u>398,362</u>	
Creditors: amounts falling due within one year	12	<u>(781,798)</u>		<u>(337,888)</u>	
Net current assets			<u>183,796</u>		<u>60,474</u>
Total assets less current liabilities			<u>202,218</u>		<u>80,566</u>
Income funds					
Restricted funds	15		106,445		(1,045)
Unrestricted funds			<u>95,773</u>		<u>81,611</u>
			<u>202,218</u>		<u>80,566</u>

The accounts were approved by the Trustees on 9 September 2015

Adrian Montague

**Sir Adrian Montague
Chairman**

THE POINT OF CARE FOUNDATION (A CHARITABLE INCORPORATED ORGANISATION) NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 30 APRIL 2015

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Charities Act 2011.

1.2 Incoming resources

Incoming resources are recognised in the period in which the charity is entitled to their receipt and the amount can be measured with reasonable certainty. Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor or funder has specified that the income is to be used in a future accounting period.

Grant income is recognised on a receivable basis.

The funding is received in accordance with the provisions and conditions as specified in the offer letters which regulate the way in which such funds may be spent.

1.3 Resources expended

This relates to the costs of carrying out the activities of the charity. Where there are costs common to both direct charitable and management expenditure judgement is applied on a time allocation basis.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Website and Computer equipment	33 1/3% straight line
Office equipment	10% straight line

1.5 Leasing commitments

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

1.6 Pensions

The Foundation operates a defined contributions pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.7 Accumulated funds

Unrestricted funds represent funds which are expendable at the discretion of the trustees for the furtherance of the objects of the charity. Such funds may be held for the purposes of meeting the administration and operational costs of the charity.

Restricted funds represent grants which are allocated by the donor for specific purposes.

**THE POINT OF CARE FOUNDATION
(A CHARITABLE INCORPORATED ORGANISATION)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 30 APRIL 2015

2 Voluntary income

	2015	2014
	£	£
Grants receivable for core activities	<u>569,553</u>	<u>338,409</u>

3 Investment income

	2015	2014
	£	£
Interest receivable	<u>1,089</u>	<u>339</u>

4 Incoming resources from charitable activities

	2015	2014
	£	£
Services from direct charitable activities	112,599	131,522
Research activities	<u>74,589</u>	<u>73,609</u>
	<u>187,188</u>	<u>205,131</u>

**THE POINT OF CARE FOUNDATION
(A CHARITABLE INCORPORATED ORGANISATION)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 30 APRIL 2015

5 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Total 2015 £	Total 2014 £
Charitable activities					
<u>Activities to deliver charitable objectives</u>					
Activities undertaken directly	138,012	8,039	366,620	512,671	283,024
Support costs	25,898	-	44,176	70,074	56,430
Total	163,910	8,039	410,796	582,745	339,454
<u>Research activities</u>					
Activities undertaken directly	-	-	41,830	41,830	113,304
	<u>163,910</u>	<u>8,039</u>	<u>452,626</u>	<u>624,575</u>	<u>452,758</u>
Governance costs	-	-	11,603	11,603	10,555
	<u>163,910</u>	<u>8,039</u>	<u>464,229</u>	<u>636,178</u>	<u>463,313</u>

Governance costs includes payments to the auditors of £4,500 (2014: £3,500) for audit fees exclusive of Value Added Tax.

6 Support costs

	2015 £	2014 £
Other costs	44,176	53,025
Staff costs	25,898	3,405
	<u>70,074</u>	<u>56,430</u>

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the Foundation during the year, with regard to their services as a trustee. One trustee was paid for her separate role in a specific project - see note 18.

**THE POINT OF CARE FOUNDATION
(A CHARITABLE INCORPORATED ORGANISATION)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 30 APRIL 2015

8 Employees

Number of employees

The average monthly number of employees during the year was:

	2015	2014
	Number	Number
Administrative staff	1	1
Operational staff	2	-
	<u>3</u>	<u>1</u>
Employment costs	2015	2014
	£	£
Wages and salaries	145,805	12,639
Social security costs	12,801	980
Other pension costs	5,304	-
	<u>163,910</u>	<u>13,619</u>

In January 2015 the charity employed 7 new employees who had previously been working on a sub-contract basis. The total number of employees as at 30 April 2015 was 8 (2014:1).

There were no employees whose annual remuneration was £60,000 or more.

9 Taxation

The Foundation is a registered charity and is not liable to income tax on income derived from its charitable activities, as it falls within the various exemptions to registered charities.

**THE POINT OF CARE FOUNDATION
(A CHARITABLE INCORPORATED ORGANISATION)
NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 30 APRIL 2015

10 Tangible fixed assets

	Website and Computer equipment £	Office equipment £	Total £
Cost			
At 1 May 2014	19,384	3,298	22,682
Additions	6,024	345	6,369
At 30 April 2015	25,408	3,643	29,051
Depreciation			
At 1 May 2014	2,535	55	2,590
Charge for the year	7,689	350	8,039
At 30 April 2015	10,224	405	10,629
Net book value			
At 30 April 2015	15,184	3,238	18,422
At 30 April 2014	16,849	3,243	20,092

11 Debtors

	2015 £	2014 £
Trade debtors	122,970	76,790
Prepayments and accrued income	15,772	10,107
	138,742	86,897

12 Creditors: amounts falling due within one year

	2015 £	2014 £
Trade creditors	20,788	19,401
Taxes and social security costs	54,987	17,269
Accruals	22,475	24,409
Deferred income	683,548	276,809
	781,798	337,888

**THE POINT OF CARE FOUNDATION
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NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 30 APRIL 2015

13 Deferred income

Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the funder has specified that the income is to be used in a future accounting period.

14 Pension and other post-retirement benefit commitments
Defined contribution

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund.

	2015	2014
	£	£
Contributions payable by the company for the year	5,304	-

15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 May 2014	Movement in funds		Balance at 30 April 2015
	£	Incoming resources	Outgoing resources	£
		£	£	
Department of Health	(11,721)	300,000	(288,279)	-
MacMillan Cancer Support	10,676	269,553	(173,784)	106,445
	<u>(1,045)</u>	<u>569,553</u>	<u>(462,063)</u>	<u>106,445</u>

16 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fund balances at 30 April 2015 are represented by:			
Tangible fixed assets	18,422	-	18,422
Current assets	809,078	156,516	965,594
Creditors: amounts falling due within one year	(731,727)	(50,071)	(781,798)
	<u>95,773</u>	<u>106,445</u>	<u>202,218</u>

**THE POINT OF CARE FOUNDATION
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NOTES TO THE ACCOUNTS (CONTINUED)**

FOR THE YEAR ENDED 30 APRIL 2015

17 Commitments under operating leases

At 30 April 2015 the company had annual commitments under non-cancellable operating leases as follows:

	Land and buildings	
	2015	2014
	£	£
Expiry date:		
Between two and five years	24,732	24,732
	<u> </u>	<u> </u>

18 Related parties

Jocelyn Cornwell, the director of The Point of Care Foundation is also a director and 100% owner of Compassion in Healthcare Limited. During the year, £53,333 (2014: £54,666), was paid to Compassion in Healthcare Limited for services rendered by Jocelyn Cornwell.

Ceinwen Giles, a Trustee invoiced the Charity £1,800 in the year for support services in respect of the HOPE programme which the Charity is delivering.