

Charity Registration No. 1151628

**THE POINT OF CARE FOUNDATION**  
**(A CHARITABLE INCORPORATED ORGANISATION)**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 APRIL 2018**

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

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**Trustees**

Sir Adrian Montague	
Sean Elyan	
Sir Robert Francis QC	
Ceinwen Giles	
Michael Nutt	
Hardev Virdee	
Donna Green	(Appointed 12 January 2018)
Joe Gannon	(Appointed 12 January 2018)
Nikki Marsh	(Appointed 12 January 2018)
Peter Homa	(Appointed 12 January 2018)

**Charity number** 1151628

**Principal address**

2nd Floor  
99 Gray's Inn Road  
London  
WC1X 8TY

**Auditor**

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

**Bankers**

The Co-operative Bank Plc  
PO Box 101  
1 Balloon Street  
Manchester  
M60 4EP

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**THE POINT OF CARE FOUNDATION  
(A CHARITABLE INCORPORATED ORGANISATION)  
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# **THE POINT OF CARE FOUNDATION (A CHARITABLE INCORPORATED ORGANISATION) TRUSTEES' REPORT FOR THE YEAR ENDED 30 APRIL 2018**

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The trustees present their report and financial statements for the year ended 30 April 2018.

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 "Accounting and Reporting by Charities: 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)" (as amended for accounting periods commencing from 1 January 2016)

## **Objectives and activities**

The overarching strategic aim of the Foundation is to humanise health and social care, making services and the workplace more human for those cared for and staff. 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.

In its three-year Business Plan from 2017/18 the Foundation organises its activities to deliver on the overarching aim under four objectives each with a strategy for meeting the objective as follows:

1. **Thought leadership:** *We aim to influence national policy and service goals.*
2. **Strengthen leadership for humanity in care:** *Support local leaders to prioritise and sustain their focus on good experiences and relationships.*
3. **Empower more patients and more staff to lead bottom up change:** *Offer training in tools and methods that empower patients and staff to collaborate and make change together.*
4. **Help more staff access forums for reflective practice:** *Help organisations establish times and places for staff to reflect on their work.*

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

## **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.

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

FOR THE YEAR ENDED 30 APRIL 2018

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## Achievements and performance

In the year ended 30th April 2018 the Foundation furthered its central aim with activities designed to deliver the four objectives referred to above. Key achievements and performance in each area are as follows:

### 1. Thought Leadership

The Foundation published a key briefing on 20th July 2017 – *Behind Closed Doors* – that supported the proposition that safe and compassionate care for patients depends on staff being listened to and supported. The briefing presented evidence on how NHS staff have become the shock absorbers of an NHS under chronic strain. The Foundation wants to see every patient should be treated with kindness, dignity and respect all of the time, but in an environment in which staff themselves don't feel cared about, personalised care is hard to deliver. The recommendations in the briefing concerned frontline staff prioritising their own wellbeing and organisations providing staff with greater access to psychosocial support and forums for reflective practice.

During this last year the Foundation has continued its work to explore the teaching of professionalism across medical schools in the UK. Work funded by matching grants from *Roche* and the *General Medical Council* has been undertaken to audit the teaching of professionalism across all UK medical schools, hold focus groups with medical students to consult and gather views on the teaching of professionalism and produce and publish good practice guidelines to inform future education curriculum.

A successful national conference titled *Making Healthcare more Human* was well attended on 28th March 2018 at The Wellcome Collection in London.

We continue to grow the number of supporters we have in our digital activities. Subscriptions to our newsletters have grown by over 500 and our Twitter followers doubled during the course of the year. Our website also hosts a regular series of blogs by a range of authors extending the range of ways we try and influence people leading and working in healthcare.

### 2. Strengthen leadership for humanity in care

The Heads of Patient Experience ("HOPE") network continued to grow with recruitment of new members achieving the target set for the year of a total membership of 300. There were three national network meetings held in July and November 2017 and March 2018 which had specific themes: Change, and how to cope with it; Understanding and influencing national policy; and Data stories and feedback. In addition the first regional network meeting was held for the south west region.

A course designed for those with responsibility for patient experience has been developed and the first cohort on this four day programme were enrolled for the start in March 2018. Feedback for the programme was very good and a second cohort is being enrolled for a start in November 2018.

### 3. Empower more patients and more staff to lead bottom up change

We delivered the last year of the three year project to improve end-of-life care in the south of England, working in partnership with NHS England South and the support of a grant from The Health Foundation. The programme used the patient and family centred care ("PFCC") methodology. We hosted a large event in February 2018 attended by senior managers, clinical leaders and a number of the teams that had participated in the programme to celebrate the work of the project. It provided a valuable opportunity to showcase innovative work in end-of-life care and to strengthen clinical networks.

The Foundation has developed and started to deliver a quality improvement programme known as the Sweeney programme. It is named in honour of Kieran Sweeney, who was a GP and medical scholar who had a particular interest in the delivery of compassionate care. When Kieran became a patient, suffering from mesothelioma, he was struck by the extraordinary challenge faced by health care professionals, of 'seeing the person in the patient'. The programme consists of training and support for multi-disciplinary teams who wish to work to transform families' and staff experiences of care through the use of patient-centred service design techniques.

Improvement projects were delivered internationally in Addis Ababa and Oslo and enquiries continue to be received from abroad as interest in our work increases.

# **THE POINT OF CARE FOUNDATION (A CHARITABLE INCORPORATED ORGANISATION) TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 30 APRIL 2018**

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## **4. Help more staff access forums for reflective practice**

During the year ended 30th April 2018 thirty-one new sites signed up to run Schwartz Rounds ("Rounds") which was an increase of five on the previous year. At the end of the financial year there were 201 organisations running Rounds; the majority of these were either NHS trusts or hospices but also included a GP federation, a prison and medical schools. There were thirty-five organisations that had completed the programme to implement the Rounds and had signed up to membership of the Schwartz community taking the total membership to 118 organisations.

We ran two regional conferences for the Schwartz community (in London and Manchester) and launched the Schwartz Awards which are aimed at engaging staff from the community in showcasing their work. Entries for the awards were displayed at the conferences.

We successfully delivered the first year of activities funded by the three-year grant from the John Ellerman Trust. The project is focussed on the development of resources and support for the Schwartz community.

Following a successful pilot of Schwartz Rounds in Ireland in 2016/17, the Foundation signed a contract with the Health Service Executive and commenced the roll out of Rounds to the first twelve sites of a planned thirty in the Irish health service.

We also continue to work on introducing Schwartz Rounds into new settings: primary care, clinical education and prisons and have had a warm reception from organisations in these sectors and started to achieve sign-ups.

## **Financial review**

The financial year ended 30th April 2018 was the fourth year of the life of the Foundation and its financial performance in good part reflects the funding environment in which it operated. Much of the work undertaken by the Foundation is with NHS Trusts and hospices and the constrained financial environment that these organisations operate in can make it difficult to persuade them to invest in Schwartz Rounds and quality improvement services. In spite of this the importance of our work continues to be recognised.

Income grew by 5% to £923,293 from the previous year (2017: £881,303). The total resources expended however increased year-on-year by 17 percent, to £1,064,109 (2017: £907,243). The increase in spend centred on low margin grant funded work with high delivery costs. The Foundation had a deficit of income over expenditure of £140,816 (2017: deficit of £25,940). The trustees and senior management have undertaken a full review of the costs of the foundation and have had to restructure its staffing, effectively halving in size the central team. This will deliver a thirty per cent decrease in staffing costs in 2018/19. In addition the foundation is looking to re-locate to smaller and less costly office accommodation to reduce costs by up to half of those incurred in 2017/18.

At 30th April 2018, the balance sheet showed net assets of £90,371 (2017: £231,187) with no restricted funds (2017: £Nil) The bank balance at the balance sheet date was £338,561 (2017: £567,707) although it should be noted that all of this comprised income deferred into subsequent years since it related to services contracted but not yet delivered as at 30th April 2018

## **Reserves Policy**

The Trustees continue to adopt a 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 a reserves level set at £85,000. This level would allow the Board to cover the costs of closure, should revenues not continue.

The Board will continue to review the level of reserves on an ongoing basis, in line with the charity's commitments and key risks.

## **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 2018**

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**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 and up to the date of signature of the financial statements were:

Sir Adrian Montague	
Tracey Batten	(Resigned 31 July 2017)
Sean Elyan	
Sir Robert Francis QC	
Ceinwen Giles	
Rebecca Gray	(Resigned 25 April 2018)
Michael Nutt	
Hardev Virdee	
Donna Green	(Appointed 12 January 2018)
Joe Gannon	(Appointed 12 January 2018)
Nikki Marsh	(Appointed 12 January 2018)
Peter Homa	(Appointed 12 January 2018)

**Recruitment and appointment**

Four trustees were recruited or appointed during the year 2017-18: Ms Donna Green, Mr Joe Gannon, Ms Nikki Marsh and Dr Peter Homa all commenced their three-year terms on 12 January 2018. Dr Tracey Batten resigned as a Trustee and finished her term on 31st July 2017 and Ms Rebecca Gray resigned and finished her term on 25 April 2018.

**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.

**Induction and training**

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

**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.

**Plans for the future**

The Foundation has an operational plan for 2018/19 that contains the agreed strategies and actions required to deliver the four objectives set out above. Given the predicted continuation of the current poor financial environment this plan has been drawn up to develop the Foundation's enterprise capability. In essence this will require it to sustain itself on the basis of selling its products and services and becoming less reliant on grant income. Development work is being undertaken on the pricing and promotion of products and services offered by the Foundation together with associated supporting systems and processes.

The trustees' report was approved by the Board of Trustees.

  
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**Sir Adrian Montague**

Trustee

Dated: 26th September 2018

**THE POINT OF CARE FOUNDATION  
(A CHARITABLE INCORPORATED ORGANISATION)  
STATEMENT OF TRUSTEES' RESPONSIBILITIES  
FOR THE YEAR ENDED 30 APRIL 2018**

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The trustees are responsible for preparing the Trustees' Report and the financial statements 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 financial statements 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 financial statements, 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 financial statements; and
- prepare the financial statements 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 financial statements 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 Foundation 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 AUDITOR'S REPORT  
TO THE TRUSTEES OF THE POINT OF CARE FOUNDATION**

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**Opinion**

We have audited the financial statements of The Point of Care Foundation (the 'Foundation') for the year ended 30 April 2018 which comprise the statement of financial activities, the balance sheet and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 30 April 2018 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.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the accounts section of our report. We are independent of the Foundation in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Foundation's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

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

**TO THE TRUSTEES OF THE POINT OF CARE FOUNDATION**

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**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

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

**Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Foundation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditors under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**Other matter**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with "Accounting and Reporting by Charities: 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)" in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

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

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**Pers Aswani (Senior Statutory Auditor)  
for and on behalf of Hazlems Fenton LLP**

.....28/9/2018.....

**Chartered Accountants  
Statutory Auditor**

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

Hazlems Fenton LLP is eligible for appointment as auditor of the Foundation by virtue of its eligibility for appointment as auditor of a company under 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 2018**

	Notes	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
<b><u>Income from:</u></b>					
Donations and legacies	2	44,568	164,238	208,806	243,221
Charitable activities	3	714,487	-	714,487	637,011
Investments	4	-	-	-	1,071
<b>Total income</b>		<b>759,055</b>	<b>164,238</b>	<b>923,293</b>	<b>881,303</b>
<b><u>Expenditure on:</u></b>					
Raising funds	5	1,817	-	1,817	52,125
Charitable activities	6	898,054	164,238	1,062,292	855,118
<b>Total resources expended</b>		<b>899,871</b>	<b>164,238</b>	<b>1,064,109</b>	<b>907,243</b>
<b>Net expenditure for the year/ Net movement in funds</b>		<b>(140,816)</b>	<b>-</b>	<b>(140,816)</b>	<b>(25,940)</b>
Fund balances at 1 May 2017		231,187	-	231,187	257,127
<b>Fund balances at 30 April 2018</b>		<b>90,371</b>	<b>-</b>	<b>90,371</b>	<b>231,187</b>

The statement of financial activities includes all gains and losses recognised in the year.

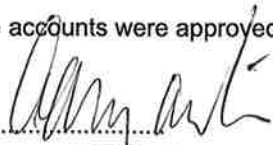
All income and expenditure derive from continuing activities.

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

**AS AT 30 APRIL 2018**

	Notes	2018		2017	
		£	£	£	£
<b>Fixed assets</b>					
Intangible assets	11		16,319		20,822
Tangible assets	12		18,870		51,756
			<u>35,189</u>		<u>72,578</u>
<b>Current assets</b>					
Debtors	14	239,524		242,354	
Cash at bank and in hand		338,561		567,707	
		<u>578,085</u>		<u>810,061</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(522,903)</u>		<u>(651,452)</u>	
Net current assets			55,182		158,609
<b>Total assets less current liabilities</b>			<u>90,371</u>		<u>231,187</u>
<b>Income funds</b>					
Unrestricted funds			90,371		231,187
			<u>90,371</u>		<u>231,187</u>

The accounts were approved by the Trustees on 26th September 2018



.....  
Sir Adrian Montague  
Trustee

**THE POINT OF CARE FOUNDATION  
(A CHARITABLE INCORPORATED ORGANISATION)  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 APRIL 2018**

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**1 Accounting policies**

**Charity information**

The Point of Care Foundation is a Charitable Incorporated Organisation.

**1.1 Accounting convention**

The accounts have been prepared in accordance with the Charities Act 2011 and "Accounting and Reporting by Charities: 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)" (as amended for accounting periods commencing from 1 January 2016). The Foundation is a Public Benefit Entity as defined by FRS 102.

The Foundation has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

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

The accounts have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

**1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the Foundation has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**1.3 Charitable 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.

**1.4 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.

**1.5 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.

**THE POINT OF CARE FOUNDATION  
(A CHARITABLE INCORPORATED ORGANISATION)  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 30 APRIL 2018**

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**1 Accounting policies (Continued)**

**1.6 Intangible fixed assets other than goodwill**

Intangible assets are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Website costs	33% straight line
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**1.7 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold improvements	Over life of lease
Computer equipment	33% straight line
Office equipment	10% straight line

**1.8 Impairment of fixed assets**

At each reporting end date, the Foundation reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

**1.9 Cash and cash equivalents**

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

**1.10 Financial instruments**

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

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

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

***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

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

**FOR THE YEAR ENDED 30 APRIL 2018**

**1 Accounting policies**

**(Continued)**

***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

***Derecognition of financial liabilities***

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

**1.11 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

**1.12 Retirement benefits**

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.

**1.13 Leases**

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

**1.14 Irrecoverable VAT**

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

**2 Donations and legacies**

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	£	£	£	£
Donations and gifts	44,568	-	44,568	6,909
Grants receivable for core activities	-	164,238	164,238	236,312
For the year ended 30 April 2017	<u>44,568</u>	<u>164,238</u>	<u>208,806</u>	<u>243,221</u>
For the year ended 30 April 2017	<u>6,909</u>	<u>236,312</u>		<u>243,221</u>



**THE POINT OF CARE FOUNDATION  
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**3 Charitable activities**

	Services from direct charitable activities £	Research activities £	Total 2018 £	Total 2017 £
Charitable activities	714,487	-	714,487	637,011

**4 Investments**

	2018 £	2017 £
Interest receivable	-	1,071

**5 Raising funds**

	2018 £	2017 £
<u>Fundraising and publicity</u>		
Other fundraising costs	1,817	52,125
	1,817	52,125

**THE POINT OF CARE FOUNDATION**  
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**6 Charitable activities**

	Activities to deliver charitable objectives £	Research activities £	Total 2018 £	Total 2017 £
Staff costs	354,627	22,895	377,522	498,123
Depreciation and impairment	56,206	-	56,206	31,393
Other costs	476,863	-	476,863	207,702
	<u>887,696</u>	<u>22,895</u>	<u>910,591</u>	<u>737,218</u>
Share of support costs (see note 7)	88,566	-	88,566	67,040
Share of governance costs (see note 7)	63,135	-	63,135	50,860
	<u>1,039,397</u>	<u>22,895</u>	<u>1,062,292</u>	<u>855,118</u>
<b>Analysis by fund</b>				
Unrestricted funds	875,159	22,895	898,054	
Restricted funds	164,238	-	164,238	
	<u>1,039,397</u>	<u>22,895</u>	<u>1,062,292</u>	
<b>For the year ended 30 April 2017</b>				
Unrestricted funds	513,003	22,895		535,898
Restricted funds	319,220	-		319,220
	<u>832,223</u>	<u>22,895</u>		<u>855,118</u>

**7 Support and governance costs**

	Support costs £	Governance costs £	2018 £	2017 £	Basis of allocation
Staff costs	88,566	-	88,566	67,040	Staff costs
General administration	-	62,658	62,658	46,496	Governance costs
Other governance costs	-	477	477	4,364	Governance costs
	<u>88,566</u>	<u>63,135</u>	<u>151,701</u>	<u>117,900</u>	
Analysed between					
Charitable activities	<u>88,566</u>	<u>63,135</u>	<u>151,701</u>	<u>117,900</u>	

Governance costs includes auditor's remuneration of £6,000 (2017: £5,000) for audit fees exclusive of Value Added Tax.

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**8 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.

**9 Employees**

**Number of employees**

The average monthly number employees during the year was:

<b>2018</b>	<b>2017</b>
<b>Number</b>	<b>Number</b>
9	12
<u>9</u>	<u>12</u>

**Employment costs**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Wages and salaries	319,683	434,955
Social security costs	41,909	52,322
Other pension costs	15,930	10,846
	<u>377,522</u>	<u>498,123</u>

The number of employees whose annual remuneration was £60,000 or more were:

	<b>2018</b>	<b>2017</b>
	<b>Number</b>	<b>Number</b>
Between £70,000 and £80,000	<u>1</u>	<u>1</u>

**10 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**  
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**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 30 APRIL 2018**

**11 Intangible fixed assets**

	<b>Website costs</b>
	<b>£</b>
<b>Cost</b>	
At 1 May 2017	48,583
Additions - separately acquired	7,200
At 30 April 2018	<u>55,783</u>
<b>Amortisation and impairment</b>	
At 1 May 2017	27,161
Amortisation charged for the year	12,303
At 30 April 2018	<u>39,464</u>
<b>Carrying amount</b>	
At 30 April 2018	<u>16,319</u>
At 30 April 2017	<u>20,822</u>

**12 Tangible fixed assets**

	<b>Leasehold improvements</b>	<b>Computer equipment</b>	<b>Office equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
At 1 May 2017	28,593	33,957	20,640	83,190
Additions	-	11,617	-	11,617
At 30 April 2018	<u>28,593</u>	<u>45,574</u>	<u>20,640</u>	<u>94,807</u>
<b>Depreciation and impairment</b>				
At 1 May 2017	7,765	20,137	3,532	31,434
Depreciation charged in the year	20,828	14,089	9,586	44,503
At 30 April 2018	<u>28,593</u>	<u>34,226</u>	<u>13,118</u>	<u>75,937</u>
<b>Carrying amount</b>				
At 30 April 2018	<u>-</u>	<u>11,348</u>	<u>7,522</u>	<u>18,870</u>
At 30 April 2017	<u>20,828</u>	<u>13,820</u>	<u>17,108</u>	<u>51,756</u>

**13 Financial instruments**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Carrying amount of financial assets</b>		
Debt instruments measured at amortised cost	<u>202,587</u>	<u>162,489</u>
<b>Carrying amount of financial liabilities</b>		
Measured at amortised cost	<u>76,196</u>	<u>46,667</u>

**THE POINT OF CARE FOUNDATION  
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<b>14 Debtors</b>		<b>2018</b>	<b>2017</b>
		<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>			
Trade debtors		202,587	162,489
Prepayments and accrued income		36,937	79,865
		<u>239,524</u>	<u>242,354</u>

<b>15 Creditors: amounts falling due within one year</b>		<b>2018</b>	<b>2017</b>
		<b>£</b>	<b>£</b>
	<b>Notes</b>		
Other taxation and social security		43,025	34,859
Deferred income	<b>16</b>	403,682	569,926
Trade creditors		16,896	19,054
Accruals and deferred income		59,300	27,613
		<u>522,903</u>	<u>651,452</u>

<b>16 Deferred income</b>		<b>2018</b>	<b>2017</b>
		<b>£</b>	<b>£</b>
Other deferred income		403,682	569,926
		<u>403,682</u>	<u>569,926</u>

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.

**17 Operating lease commitments**

At the reporting end date the Foundation had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Within one year	62,695	60,444
Between two and five years	84,509	126,662
	<u>147,204</u>	<u>187,106</u>

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**18 Related party transactions**

**Remuneration of key management personnel**

The remuneration of key management personnel is as follows.

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Aggregate compensation	129,610	121,268
	<u>129,610</u>	<u>121,268</u>

Ceinwen Giles, a Trustee invoiced the Charity £4,883 in the year (2017: £3,748) for support services in respect of the HOPE programme which the Charity is delivering.