

**THE POINT OF CARE FOUNDATION**  
**(A CHARITABLE INCORPORATED ORGANISATION)**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 APRIL 2020**

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

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<b>Trustees</b>	Richard Smith CBE Sean Elyan Sir Robert Francis QC Ceinwen Giles Hardev Virdee Donna Green Joe Gannon Nikki Marsh Peter Homa	(Appointed 2 May 2019)
<b>Charity number</b>	1151628	
<b>Principal address</b>	3rd Floor CAN Mezzanine 7-14 Great Dover Street London SE1 4YR	
<b>Auditor</b>	Blick Rothenberg Audit LLP Chartered Accountants & Statutory Auditor Palladium House 1-4 Argyll Street London W1F 7LD	
<b>Bankers</b>	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) CONTENTS

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	<b>Page</b>
Trustees' report	1 - 5
Statement of trustees' responsibilities	6
Independent auditor's report	7 - 9
Statement of financial activities	10
Balance sheet	11
Statement of cash flows	12
Notes to the financial statements	13 - 21

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

## FOR THE YEAR ENDED 30 APRIL 2020

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The trustees present their report and financial statements for the year ended 30 April 2020.

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 Board of Trustees reviewed the organisation's strategy during the year prior to the end of the three-year business plan on 30th April 2020. The review concluded that the philosophy and direction of the Foundation should remain broadly the same with its vision as:

"Our vision is a health and care system in which patients and staff feel valued and respected"

The mission statement was agreed as:

"We aim to humanise care, by helping to strengthen relationships among staff, and helping staff and patients work together"

The board and team at the Foundation believe the mission is best delivered by changing working practices and cultures and we offer:

- Practical interventions that strengthen relationships at the point of care, improving the quality of care (the Sweeney programme) and helping staff reconnect to themselves and the patients they care for (Schwartz Rounds)
- Training courses (Foundations programme and masterclasses)
- Activities related to shaping the wider culture of the healthcare system and organisations providing services - aka thought leadership

The strategic goals have been re-written for 2020/21:

1. To be known as an innovative social enterprise that makes health and care services more human.
2. Increase the number of new organisations we work with and be re-commissioned by existing clients
3. To have a strong focus on building skills that help staff with patients as partners in improvement, patient safety, service design, management, quality assurance, governance etc. (Sweeney programmes, EBCD and Foundations open courses)
4. To continue the growth and development of the Schwartz community to be an active, substantial group committed to sustaining and growing the impact of reflective practice.
5. We will invest the surpluses we start to earn in thought leadership, innovation of new and existing products and grow our reserves.

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 2020

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### Response to the COVID 19 pandemic

For the last six weeks of the year ended 30th April the work of the Foundation was focused on responding to the COVID 19 pandemic both in terms of providing different ways of delivering our programmes and support to health and care organisations and managing its own resources to ensure it can sustain itself. In the achievements and performance section below some of this work has been separately identified.

A rapid review of the costs of the Foundation led to a decision to give the required three months' notice on the office accommodation in Borough, London; the Foundation vacated this in early July 2020. The Foundation's registered office remains at the address in Borough and is shown in the legal and administrative information at the start of this document. In the meantime, and as at the date of this report the directly employed staff of the Foundation are working from home.

### Achievements and performance

In the year ended 30th April 2020 the Foundation furthered its central aim with activities designed to deliver the objectives for the year. Key achievements and performance in each area are as follows:

#### 1. Thought Leadership

During the year national NHS bodies voiced concern about the workforce and NHS trusts began to make employees' engagement and well-being more of a priority. The annual NHS Providers Quality conference in May 2019 had a plenary session on the workforce, at which Jocelyn Cornwell was the keynote speaker followed by a panel discussion on what employers need to do to create more attractive working conditions. Summing up the session, the session chair, Saffron Cordery (Deputy CE of NHS Providers) reflected that the usual topics of the annual conference are 'targets, performance, management and activity', and that hearing people talk for the first time about job satisfaction, relationships, experiences and feelings was new and significant.

NHS England published the NHS Interim People Plan in May 2019. Many welcomed the Plan's existence and applauded the ambition to make the NHS the 'best workplace' and thus solve the problems in recruitment and retention. We published a blog in June 2019 commenting on the plan. Whilst the ambition in the plan appeared to have been backed up with additional spending announced in the Chancellor's autumn statement the crisis caused by the pandemic from mid-March 2020 leaves many unanswered questions about how this will now be delivered.

The Foundation has actively been promoting the key importance wellbeing of health and care staff during the pandemic and has published several blogs concerning the need for support through the different stages of the pandemic.

#### 2. Strengthen leadership for humanity in care

In August 2019 the Foundations in Patient Experience programme run by the Foundation received accreditation by the Institute of Leadership and Management. The programme was recognised as a pathway grading to 'Member' with The Institute of Leadership & Management on completion, providing learners with professional recognition related to their leadership learning and an ongoing commitment to continue to develop as effective leaders and to inspire others to achieve excellence.

Despite this success we struggled to achieve enrolments onto an open programme in autumn 2019 – potential participants in the NHS reported funding difficulties with discretionary training budgets being cutback. The pandemic has then led to the postponement of the two courses due to be run in the last five weeks of the financial year.

Work has commenced on the development of online material for the delivery of the programme as a response to the pandemic and the social distancing requirements; the uncertainty about the length of time such requirements may be needed or their periodic re-imposition has led us to conclude that online delivery may well become a more permanent feature of our work.

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

## FOR THE YEAR ENDED 30 APRIL 2020

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

The Foundation's quality improvement programme known as the Sweeney programme and Co-design programmes received fewer commissions than had been hoped for although programmes were delivered for NHS Lewisham, head and neck cancer services in south Wales with continued work at the Royal Free Hospital. In terms of international work we have continued the delivery of a Co-design training programme for staff from Neo-natal units across the USA; this was commissioned by the Vermont Oxford Network in the previous year.

The new, customised programme that takes in the Foundations course and Sweeney programme, that focuses on developing skills and capabilities in patient engagement and involvement and patient-centred quality improvement, received a commission for the whole local health system in Dorset and a successful two-cohort programme was delivered. Further interest in this programme was emerging prior to the pandemic. This programme was also commissioned (and part delivered prior to Covid) by the Frimley health system in Surrey,

Before the pandemic the Foundation had successfully bid for a substantial piece of work with Alder Hey children's hospital to deliver patient-focused improvement training across an initial twelve-month period. As at the date of this report this work is on hold as a result of the pandemic.

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

During the year ended 30th April 2020 thirty-three new sites signed up to run Schwartz Rounds ("Rounds") which was the same as the previous year. The Foundation has successfully supported a pilot of the Rounds in six sites in Children's Social Care and the early indications from the evaluation that has been carried out is that they support social care staff in the same way as they do health care staff. The pilot of the Rounds with veterinary practices sponsored by the Royal College of Veterinary Surgeons commenced during the year.

The planned four regional conferences for the Schwartz community (two in London and one each in Birmingham and Manchester) due to be held in April and May 2020 were cancelled as a result of the pandemic.

The pandemic led us to the development of an online intervention based on the principles of Schwartz Rounds which is called Team Time. We were successful in bidding for funding from The Health Foundation to help with the development and roll-out of this initiative and by 30th April we had trained over four hundred people to facilitate Team Time sessions. The initial feedback is that they have been a very welcome source of support for healthcare staff.

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

### Financial review

The financial year ended 30th April 2020 showed a marginal improvement in financial performance when compared to the previous year in spite of the impact of the pandemic on the last two months of the year.

The four per cent decline in income to £ 669,909 (2019: £696,761) was largely the result of the impact of the pandemic. The total resources expended were managed in order to secure the organisation as the pandemic hit, with furloughing of some staff and, since the end of the year, moving out of the office accommodation. Total spend was to £661,912 (2019: £696,237). The Foundation had a surplus of income over expenditure of £7,997 (2019: £524).

At 30th April 2020, the balance sheet showed net assets of £98,891 (2019: £90,894) with no restricted funds (2019: £Nil) The bank balance at the balance sheet date was £429,330 (2019: £382,950) although it should be noted that £449,361 (2019: £418,068) of this comprised income deferred into subsequent years since it related to services contracted but not yet delivered as at 30th April 2020.

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

FOR THE YEAR ENDED 30 APRIL 2020

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## 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.

## 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:

Richard Smith CBE (Appointed 2 May 2019)

Sean Elyan

Sir Robert Francis QC

Ceinwen Giles

Hardev Virdee

Donna Green

Joe Gannon

Nikki Marsh

Peter Homa

Michael Nutt

(Resigned 12 August 2019)

## Recruitment and appointment

The appointment of a Dr Richard Smith as a trustee and new Chair was approved by the board on 2nd May 2019.

## 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.

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

**FOR THE YEAR ENDED 30 APRIL 2020**

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**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 16.

**Plans for the future**

The Foundation has a business plan for 2020/21 that contains the agreed strategies and actions required to deliver its strategic 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.



**Richard Smith CBE**

Trustee

Dated: .16th September 2020.

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

**FOR THE YEAR ENDED 30 APRIL 2020**

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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 2020 which comprise the statement of financial activities, the balance sheet, the statement of cash flows 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 2020 and of its incoming resources and application of resources, including its income and expenditure, 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 financial statements section of our report. We are independent of the Foundation in accordance with the ethical requirements that are relevant to our audit of the financial statements 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 auditor under section 144 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)" (as amended) 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 2016.

**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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**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.

*Blick Rothenberg Audit LLP*

**Pers Aswani (Senior Statutory Auditor)  
for and on behalf of Blick Rothenberg Audit LLP**

17/09/2020  
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**Chartered Accountants  
Statutory Auditor**

Palladium House  
1-4 Argyll Street  
London  
W1F 7LD

Blick Rothenberg Audit 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 2020**

	Notes	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<b><u>Income from:</u></b>					
Donations and legacies	2	24,934	25,330	50,264	44,271
Charitable activities	3	619,645	-	619,645	652,490
<b>Total income</b>		644,579	25,330	669,909	696,761
<b><u>Expenditure on:</u></b>					
Charitable activities	4	636,582	25,330	661,912	688,715
Loss on disposal of tangible fixed assets	8	-	-	-	7,522
<b>Total resources expended</b>		636,582	25,330	661,912	696,237
<b>Net income for the year/ Net movement in funds</b>		7,997	-	7,997	524
Fund balances at 1 May 2019		90,894	-	90,894	90,370
<b>Fund balances at 30 April 2020</b>		98,891	-	98,891	90,894

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 2020**

	Notes	2020		2019	
		£	£	£	£
<b>Fixed assets</b>					
Intangible assets	10		-		5,360
Tangible assets	11		3,745		4,510
			<u>3,745</u>		<u>9,870</u>
<b>Current assets</b>					
Debtors	12	220,946		204,016	
Cash at bank and in hand		429,330		382,950	
		<u>650,276</u>		<u>586,966</u>	
<b>Creditors: amounts falling due within one year</b>	13	(555,130)		(505,942)	
Net current assets			<u>95,146</u>		<u>81,024</u>
<b>Total assets less current liabilities</b>			<u>98,891</u>		<u>90,894</u>
<b>Income funds</b>					
Unrestricted funds			<u>98,891</u>		<u>90,894</u>
			<u>98,891</u>		<u>90,894</u>

The accounts were approved by the Trustees on 16 September 2020



Richard Smith CBE  
Trustee

**THE POINT OF CARE FOUNDATION  
(A CHARITABLE INCORPORATED ORGANISATION)  
STATEMENT OF CASH FLOWS**

**FOR THE YEAR ENDED 30 APRIL 2020**

	Notes	2020 £	£	2019 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	17		51,889		45,558
<b>Investing activities</b>					
Purchase of tangible fixed assets		(5,509)		(1,169)	
<b>Net cash used in investing activities</b>			(5,509)		(1,169)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			46,380		44,389
Cash and cash equivalents at beginning of year			382,950		338,561
<b>Cash and cash equivalents at end of year</b>			429,330		382,950

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

## FOR THE YEAR ENDED 30 APRIL 2020

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### 1 Accounting policies

#### Charity information

The Point of Care Foundation is a Charitable Incorporated Organisation registered at the Charities Commission with charity number 1151628.

#### 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 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

The trustees have considered whether the charity has been affected by the economic impact and restrictions that have ensued following the Coronavirus pandemic that has continued since the end of the financial year. Having considered post year-end trading and financial results, cash reserves and after making enquiries, the trustees have a reasonable expectation that the foundation has adequate resources to continue in operational existence, being a period of at least twelve months from the date these financial statements are approved. Accordingly, they continue to adopt the going concern basis 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.

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

FOR THE YEAR ENDED 30 APRIL 2020

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## 1 Accounting policies

### 1.5 Resources expended

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is shown inclusive of irrecoverable VAT.

### 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:

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).

### 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.

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

FOR THE YEAR ENDED 30 APRIL 2020

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## 1 Accounting policies

### ***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.

### ***Impairment of financial assets***

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected.

If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in net income/(expenditure) for the year.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been, had the impairment not previously been recognised. The impairment reversal is recognised in net income/(expenditure) for the year.

### ***Derecognition of financial assets***

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the Foundation transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

### ***Basic financial liabilities***

Basic financial liabilities, including creditors 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.

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

**FOR THE YEAR ENDED 30 APRIL 2020**

**1 Accounting policies**

**1.13 Irrecoverable VAT**

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

**2 Donations and legacies**

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	£	£	£	£
Donations and gifts	24,934	-	24,934	35,532
Grants receivable for core activities	-	25,330	25,330	8,739
	<u>24,934</u>	<u>25,330</u>	<u>50,264</u>	<u>44,271</u>
For the year ended 30 April 2017	24,934	25,330	50,264	44,271
	<u>24,934</u>	<u>25,330</u>	<u>50,264</u>	<u>44,271</u>
For the year ended 30 April 2019	35,532	8,739		44,271
	<u>35,532</u>	<u>8,739</u>		<u>44,271</u>

**3 Income from charitable activities**

	2020 £	2019 £
Charitable activities	619,645	652,490
	<u>619,645</u>	<u>652,490</u>

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

**FOR THE YEAR ENDED 30 APRIL 2020**

**4 Charitable activities**

	<b>Activities to deliver charitable objectives 2020 £</b>	<b>Activities to deliver charitable objectives 2019 £</b>
Staff costs	254,138	246,754
Depreciation and impairment	11,634	18,966
Other costs	299,418	296,474
	<u>565,190</u>	<u>562,194</u>
Share of support costs (see note 5)	29,988	37,070
Share of governance costs (see note 5)	66,734	89,451
	<u>661,912</u>	<u>688,715</u>
<b>Analysis by fund</b>		
Unrestricted funds	636,582	679,976
Restricted funds	25,330	8,739
	<u>661,912</u>	<u>688,715</u>
<b>For the year ended 30 April 2019</b>		
Unrestricted funds	679,976	
Restricted funds	8,739	
	<u>688,715</u>	

**5 Support costs**

	<b>Support costs £</b>	<b>Governance costs £</b>	<b>2020 £</b>	<b>2019 £</b>
Staff costs	29,988	-	29,988	37,070
General administration	-	66,734	66,734	89,451
	<u>29,988</u>	<u>66,734</u>	<u>96,722</u>	<u>126,521</u>
Analysed between Charitable activities	<u>29,988</u>	<u>66,734</u>	<u>96,722</u>	<u>126,521</u>

Governance costs includes auditor's remuneration of £6,600 (2019: £6,600) for audit fees inclusive of Value Added Tax.

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

**FOR THE YEAR ENDED 30 APRIL 2020**

**6 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 16.

**7 Employees**

**Number of employees**

The average monthly number of employees during the year was:

	<b>2020</b>	<b>2019</b>
	<b>Number</b>	<b>Number</b>
	7	7
	<u>7</u>	<u>7</u>

**Employment costs**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Wages and salaries	218,289	213,049
Social security costs	23,888	23,815
Other pension costs	11,961	9,890
	<u>254,138</u>	<u>246,754</u>

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

	<b>2020</b>	<b>2019</b>
	<b>Number</b>	<b>Number</b>
Between £60,000 and £70,000	-	1
	<u>-</u>	<u>1</u>

**8 Loss on disposal of tangible fixed assets**

	<b>Unrestricted funds</b>	<b>Total</b>
	<b>2020</b>	<b>2019</b>
		<b>£</b>
Net loss on disposal of tangible fixed assets	-	7,522
	<u>-</u>	<u>7,522</u>

**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 FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 30 APRIL 2020**

**10 Intangible fixed assets**

	<b>Website costs £</b>
<b>Cost</b>	
At 1 May 2019 and 30 April 2020	55,783
<b>Amortisation and impairment</b>	
At 1 May 2019	50,423
Amortisation charged for the year	5,360
At 30 April 2020	55,783
<b>Carrying amount</b>	
At 30 April 2020	-
At 30 April 2019	5,360

**11 Tangible fixed assets**

	<b>Computer equipment £</b>	<b>Office equipment £</b>	<b>Total £</b>
<b>Cost</b>			
At 1 May 2019	45,881	862	46,743
Additions	5,509	-	5,509
At 30 April 2020	51,390	862	52,252
<b>Depreciation and impairment</b>			
At 1 May 2019	42,079	154	42,233
Depreciation charged in the year	5,987	287	6,274
At 30 April 2020	48,066	441	48,507
<b>Carrying amount</b>			
At 30 April 2020	3,324	421	3,745
At 30 April 2019	3,802	708	4,510

**12 Debtors**

	<b>2020 £</b>	<b>2019 £</b>
<b>Amounts falling due within one year:</b>		
Trade debtors	150,061	174,422
Prepayments and accrued income	70,885	29,594
	220,946	204,016

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

**FOR THE YEAR ENDED 30 APRIL 2020**

**13 Creditors: amounts falling due within one year**

	Notes	2020 £	2019 £
Other taxation and social security		66,194	37,958
Deferred income	14	449,361	418,068
Trade creditors		2,373	25,905
Accruals and deferred income		37,202	24,011
		<u>555,130</u>	<u>505,942</u>

**14 Deferred income**

	2020 £	2019 £
Other deferred income	449,361	418,068
	<u>449,361</u>	<u>418,068</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.

**15 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:

	2020 £	2019 £
Within one year	7,963	32,620
	<u>7,963</u>	<u>32,620</u>

**16 Related party transactions**

**Remuneration of key management personnel**

The remuneration of key management personnel is as follows.

	2020 £	2019 £
Aggregate compensation	141,876	133,654
	<u>141,876</u>	<u>133,654</u>

Ceinwen Giles, a Trustee invoiced the Charity £2,786 in the year (2019: £6,571) for support services in respect of the HOPE programme which the Charity is delivering.

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

**FOR THE YEAR ENDED 30 APRIL 2020**

17	<b>Cash generated from operations</b>	<b>2020</b>	<b>2019</b>
		<b>£</b>	<b>£</b>
	Surplus for the year	7,997	524
	Adjustments for:		
	(Gain)/loss on disposal of tangible fixed assets	-	15,043
	Depreciation and impairment of tangible fixed assets	11,634	11,444
	Movements in working capital:		
	(Increase)/decrease in debtors	(16,930)	35,508
	Increase/(decrease) in creditors	17,895	(31,347)
	Increase in deferred income	31,293	14,386
	<b>Cash generated from operations</b>	<u>51,889</u>	<u>45,558</u>
18	<b>Analysis of changes in net funds</b>		
	The Foundation had no debt during the year.		