

Norfolk & Norwich Hospitals Charity

Annual Report & Accounts

2019/20

Registered Charity no: 1048170



Thank you for all the support received during the Covid-19 pandemic, from the NNUH Midwives

Norfolk & Norwich Hospitals Charity

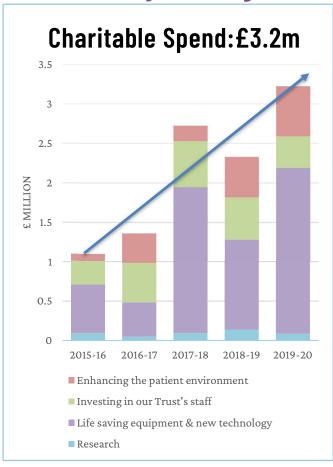


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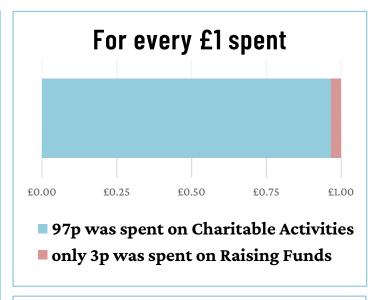


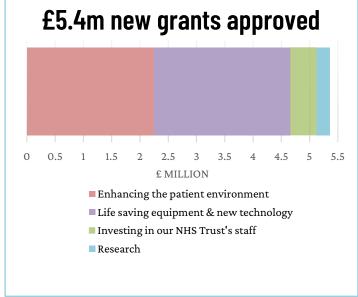
2019/20 - Our year at a glance



Supported our Trust's staff and patients through the covid pandemic:











Our year at a glance. In 2019/20 we:

























This was all made possible by the generosity of our donors, who have cycled, swam, run, abseiled, paddled, performed, walked, held a collection, hosted a dinner, sold items, or left us a gift in their will. To everyone who has helped us, we say a big heartfelt 'THANK YOU'



Foreword from the Corporate Trustee

Welcome to the 2019/20 Annual Report and Accounts for the N&N Hospitals Charity.

As we look back at 2019/20, it is inevitable that our perception is dominated by the impact of the Covid-19 pandemic which arose in the last quarter of the year and has changed almost every aspect of our lives ever since. The pandemic has highlighted in an extraordinary way the connection between our hospitals and the community that they serve. As the pandemic developed, the Charity Team played a key part in the Trust's response, facilitating and channelling the tremendous support that we have received from our community, with innumerable gifts and donations from local businesses, individual donors and community groups. The gestures of support and charitable donations that we have received have been truly humbling and very much appreciated.

The Charity is pleased to be able to report another successful year having allocated £3.2m of grant funding to support better care and services for patients. This represents a further year of increasing expenditure by the Charity and the grants given have included some really significant and important projects:

- £1.8m for developing Cromer & District Hospital
- £1m to support purchase of a surgical robot
- £571k to enable establishment of a mobile chemotherapy service
- £200k to support research in healthy ageing
- £36k to create a dedicated maternity bereavement suite
- £800k to refurbish and equip the Boudicca Breast Unit
- £17k to purchase hand-cream for staff to counter the effects of repeated handwashing
- £186k toward establishing a new state of the art Interventional Radiology Unit

A crucial part of many of these schemes is that they have involved the Charity working in partnership with other organisations. At this time when our community needs to 'come together' as never before, this is another illustration of the ways in which we can achieve more by pooling our resources and working collectively.

We are delighted that the N&N Hospitals Charity has been able to make such a difference to the Trust's patients and staff over the last year. The Charity is growing in strength and we have ambitious aspirations for the future. We are very grateful to all the fundraisers and donors who have supported the Charity and without whom none of this would be possible. To all of them, we take this opportunity to say a truly heartfelt thank you.



Sam Higginson

NNUHFT Chief Executive &

Member of the Charitable Funds Committee



About the N&N Hospitals Charity

The Norfolk and Norwich Hospitals Charity (referred to in this report as "the Charity") is registered with the Charity Commission (registration number 1048170). By securing donations, legacies and sponsorship, the Charity provides support for additional equipment and projects above and beyond what is available through normal NHS funding. In this way we make a real difference for patients, families and staff and support the Trust to achieve its vision of providing every patient with the care we want for those we love the most.

Our charitable objectives

The Objects of the Charity specify:

'The trustees shall hold the trust fund upon trust to apply the income, and at their discretion, so far as may be permissible, the capital, for any charitable purpose or purposes relating to the National Health Service'

In accordance with these Objects the Charity:

- funds new and additional services where the NHS has no obligation to do so;
- enhances services above the level provided by statutory funds; and
- supports innovative services and research, pump-priming new initiatives and supplementing other funding sources.

Our mission

By raising new funds, and with careful management of our existing assets, the Charity provides a public benefit by making grants to support relevant research, staff education and enhanced services to patients.

Grants are made in accordance with charity law. In making grants, we endeavour to reflect the wishes of patients and staff by directing funds towards areas they tell us are most in need. When considering where to focus our support, our corporate trustee's board and, the members of the Charitable Funds Committee have regard to the Charity Commission's guidance on public benefit. During the year 2019/20, 1121 grant applications were approved by the Charity, and grant expenditure totalling £3.2m was made.

Our hospitals

The **Norfolk & Norwich University Hospital** (N&N) is a 1200 bed teaching hospital offering a range of specialist and tertiary services and state-of-the-art facilities. It works closely with the University of East Anglia to train health professionals and undertake clinical research. On its original city-centre site, the Hospital was opened in 1772, funded through charitable subscription. In 2022 the Hospital will therefore celebrate its 250th anniversary.

The **Jenny Lind Children's Hospital** is part of the Norfolk & Norwich University Hospital and is focussed on services for children and young people. First established in 1854, the Jenny Lind is one of the longest established children's hospitals in the country. Its creation was funded by the proceeds of fundraising concerts held in Norwich by the international soprano Jenny Lind.

The Cromer and District Hospital serves the population of North Norfolk and beyond, with many outreach services provided from Norwich-based clinical teams. The Hospital provides a Minor Injuries Unit and a wide range of outpatient and day-case services, including surgery and chemotherapy. The Hospital was rebuilt in 2012 using charitable funds including extremely generous legacy donations. An extension to the Hospital is currently under construction, again funded by charitable funds.



Key Priorities

2019/20 saw work continue on raising the profile of the Charity both within the Trust and in the wider community. The Charity's aim in the coming years is to increase its capacity to provide an enhanced level of support to patients and staff on a sustainable basis. We are developing a series of ambitious projects aimed at diversifying income streams whilst also proving benefit to the patients and staff of the Trust.

We are working with the Trust Estates Team to establish public facing accommodation for the Charity on both the NNUH and Cromer sites, to improve access to the Charity Team and enable connections to be made with patients, visitors and staff.

Inevitably our plans and priorities will be heavily influenced by the developing position in the Covid-19 pandemic, but the Charity will continue to provide support to patients and staff affected by the pandemic and the associated disruption of normal services. As the Trust reviews and refreshes its Strategic Objectives over the next year, we will consider how the Charity can have the greatest beneficial impact, but we already have plans to provide additional facilities and support to staff.

The Charity will play an important part in the Hospital's celebration of its 250th anniversary in 2022, and this will be a further opportunity for us to work in partnership with our community and partner organisations. Particular areas of focus are likely to include developing the Jenny Lind Children's Hospital (and services for both children and parents) and supporting the restoration of services in the aftermath of the acute pandemic environment.

If you would like to help us by raising funds for the Charity, then please visit <u>nnuhcharity.org.uk</u> or contact our fundraising team at <u>fundraising@nnuh.nhs.uk</u>, or on 01603 287107.





Charity's response to Covid-19 pandemic

In early 2020, the Trust, along with hospitals across the world, faced one of its biggest ever challenges as the Covid-19 pandemic struck. The pandemic has placed very significant pressure on the Trust, its patients and staff and the Charity has responded accordingly. Firstly, the Charity created a Covid 19 Emergency Appeal, which has raised almost £40,000. Perhaps even more importantly the Charity Team has responded by co-ordinating and channelling the unprecedented show of support that we received from the entire community with individuals, groups, and businesses big and small doing everything they could to support our staff.

Staff found themselves coping with the practical challenges of these changed circumstances – days spend in PPE, a hospital split into segregated areas, multiple uniform changes, working daily with the effects of uncertainty, fear, separation, change, sadness and stress. Everyone across the Trust is incredibly grateful for the support are care that we have received from our community during this extremely difficult time.



Thank you for all the support received during the Covid-19 pandemic, from the NNUH Midwives

www.nnuhcharity.org.uk





Thanks to Angi Rance for the paintings. Please visit sketchblogged.wordpress.com to see more

Creation of pop-up staff rooms were made possible thanks to Hughes Trade which supplied 24 sets of fridges, microwaves, and kettles, while OWS water supplies provided water coolers, and the regional Nespresso team which delivered coffee machines and supplies.





We have received grants from Norfolk Community Foundation, and other grant-giving bodies as well as fantastic donations of £5,000 from Broadland Drinks and £5,250 from the Norfolk and Norwich Indian Society and Committee Members and many more.



Supermarkets across the region made donations to help, including the Martlesham branch of Tesco who brought toiletries, and coordinated deliveries from other branches in Suffolk. We also received products from Britvic, Starbucks, Costa, McDonald's, Innocent, Kettle Chips, Hotel Chocolat, Dunelm, Naked Foods, Sponge Cakes



and many more. The support received was truly appreciated.

We have also received fantastic donations from people old and young who have come up with amazing ways to raise money during lockdown, many of which have been featured on BBC Look East, ITV Anglia, BBC Radio Norfolk, EDP and the Evening News.



fantastic £505 for the charity.

Army veteran, 96-year-old Brian Garrad raised more than £2,235 after his VE Day celebrations at Buckingham Palace were cancelled. Inspired by Captain Tom Moore's charity challenge,

Brian spent 'lockdown' walking around his garden, covering 10 miles in a month – 70 laps.

Meanwhile, a team of runners from the Apple store in Norwich completed a 345 mile virtual race to raise more than £2,000 for the charity; Sue Gresham, who is shielding at her Holt home, completed a 125-mile virtual walk with her husband, raising more than £2,500; nine-year-old girl Phoebe Davison climbed 1,300 flights of stairs in a week raising a



The Charity has used donations and grants to provide support for staff and patients to make life in the hospital just a little bit easier or to counter the effects of social distancing and reduced visiting:

- £17,300 for purchase of hand lotion for all staff, sourced by Jarrold, to counter the effects of repeated handwashing;
- £14,120 for joint projects with the Big C, supporting cancer patients across the region shielding during 'lockdown', with care packages, and a virtual physical activity programme;
- £500 for additional breast pumps for mothers with babies on NICU;
- £312 to purchase 'poppy' cards for use by the Palliative Care service, initially to communicate with families who have suffered a bereavement as a result of Covid.



Donations received in 2020-21 have so far been above expected levels, however there remains uncertainty around fundraising activities that were due to take place later in the year. The continued support of our fundraisers, donors and the whole community is truly appreciated.



Our Boudicca Breast Cancer Appeal



The Boudicca Breast Cancer Appeal was launched at The Forum in Norwich in October 2018 with the aim of raising £800,000 to establish a new dedicated breast cancer unit at the Norfolk and Norwich University Hospital. This was needed in response to an 80% increase in patient numbers over the previous five years, with referral numbers continuing to grow. The aim is to ensure that all patients can receive clinical consultation, diagnostic tests and imaging assessment all on the same day at their initial clinic appointment.

With overwhelming support from our local community, our appeal surpassed the 50% mark early in 2020, and we have been able to purchase and install the equipment needed to establish the same-day service.

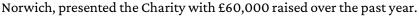
Dr Arne Juette has said that the purchase of the new stereotactic mammography machine (pictured here) "brings us completely into the state-of-the-art in terms of what we can deliver to our patients. It is the latest technological advance and enables us to see a lot more patients a lot more quickly. The new machine also makes biopsies a lot more tolerable for patients and we can diagnose more quickly.'



The next stage of fundraising and development of the Boudicca Breast Unit relates to updating and improving the overall patient environment and will take place over the next year.

This development has been made possible by the incredible fundraising efforts of local businesses, community groups and individuals, and we thank each and every person who has supported this Appeal. Their continued support will help us to help us complete work on the Unit and its ongoing care for patients.

The Boudicca Appeal received a fantastic boost in February when representatives of the five Rotary Clubs of





The Rotary has been a huge supporter of our Charity and continues to raise money for the Boudicca appeal. Their fundraising has also included the raffle of a car donated by Desira and East Bilney Coachworks.







The Rotary was also instrumental in bringing Britain's Got Talent winner Colin Thackery to the Assembly House in Norwich to perform two concerts in aid of the Boudicca Appeal. The cause is one which is close Colin's heart after his wife, Joan, died from breast cancer in 2016. He remains a huge supporter of our charity and has dedicated messages to our staff during the Covid-19 pandemic.

Last year's RunNorwich 10k race saw a 50-strong N&N Hospitals Charity team take part, with most of the funds raised going to Boudicca Appeal. The team, made up of staff, patients and charity supporters joined a record 6,198 other runners to complete the run through the city.



The Appeal also benefited from the efforts of the

brave competitors who descended on Whitlingham Adventure last summer to take part in an It's A Knockout contest. The event was organised by Norfolk Snowsports Club as part of its pledge to support the appeal as its charity of the year. The weather was perfect for the teams to work together and tackle the water relay while competitors and spectators were also able to enjoy a BBQ.

Clapham and Collinge solicitors turned their hands to fundraising last summer for the Boudicca Appeal. Organised by Client Relations Manager Emma Flock, the team put on a fantastic fundraising day with amazing cakes and bakes, a charity car wash and raffle.





A Norwich runner was preparing to use his London Marathon place to support the Appeal. Even with the event postponed, Peter Mahoney has continued to fundraise and has now reached his £2,000 target for the Boudicca Appeal. His wife Kate, from Stoke Holy Cross, was diagnosed with breast cancer in December 2018 and was treated at the N&N.

One event that did go ahead last summer was the Charity abseil down The Forum in Norwich. Staff and members of the public took on the challenge, including ITV Anglia presenter Becky Jago and Norwich MP Clive Lewis. Around 50 people took part in all, including a few passersby who joined in on the spur of the moment, raising thousands for the appeal. One of the participants was Janet Frank, a staff nurse at NNUH, who had received treatment for breast cancer.





Our Grants

This year our charitable funding of £3.2m has supported many projects designed to enhance patient care. The following pages highlight some of the new projects we have agreed to fund, as well as examples of the various ways in which charitable grants have already improved the hospital experience for patients, funded new and better equipment, and supported research, and staff education. Some of our grants are for millions of pounds, whereas others are for much smaller sums – donations of all sizes can make a real difference:

Creatively improving the hospital environment



£200,000



Patients and their families



2018

Over £200,000 has been committed by the Charity for the refurbishment of patient facing areas within the Colney Centre over the last couple of years. Patients have been involved in the selection of new seating, with consultation carried out to choose between different models. The chosen furniture came out on top as the most comfortable, and the overall changes in the Waxham waiting area below provide a nicer, more up-lifting environment for patients waiting for their appointment.



For the main Colney Centre waiting area Mark Gilham, Head of Radiotherapy has said 'The most dramatic change that I have witnessed is that I no longer see patients standing whilst waiting for outpatient appointments. We also used to get complaints from patients that the previous seating was uncomfortable (too hard) and I am not having this reported to me anymore.'

Other work has included installation of automatic doors and a new Reception Desk for the Colney Centre. Staff members have expressed how this has improved access for disabled patients and increased the workspace available so that more patients can be attended to.



Helping patients to get home safely



£115,000



Patients and their families



2019



The Charity has committed £115,000 to establish a Volunteer Driver Scheme, with funding for the Scheme Co-ordinator, Jamie Goodman, and the lease of two wheelchair accessible vehicles for three years. The service uses volunteer drivers, who have undergone full training and assessment, to transport patients home, via the N&N Hospital's Aylsham Suite.

The scheme runs alongside the existing Settle-in-

Service, also run by the Voluntary Services Team, and provides an option for patients who do not need an ambulance, but who would otherwise struggle to get home due to illness or financial constraints, or who are otherwise facing a long wait. The combined service ensures that patients return home, and are settled in comfortably, making sure that there is food available, checking the heating, making a cup of tea, and other simple touches that make the transfer run smoothly and safely for discharged patients.

Following a successful trial last year, the Charity-funded Volunteer Driver service was launched in February 2020. Volunteer Drivers cover the whole of Norfolk and Waveney and are available Monday to Friday. 100% of patients surveyed felt that this service enabled them to get home quicker and would recommend the service to others. Prior to the Covid-19 pandemic in March 2020, over 70 patients had been successfully transported home by this service.

Improving efficient and more comfortable treatment for patients



£6,200



Life-saving equipment & new technology



2019

£6,200 was used to purchase equipment for the Children's Emergency Department, to help clinical staff to locate veins, for safe and efficient IV access, even on patients with difficult venous access.

Staff have tweeted and commented on the benefit that this equipment provides for them and for patients, as it makes having a cannula inserted much quicker, easier, and more comfortable.





Using new technology to assist diagnosis for local patients



£45,000



Life-saving equipment & new technology



2018

Thanks to the family of Malcolm Porter, who spent many years raising funds for Epilepsy services in Norfolk, a dedicated unit with video telemetry technology has been created within the NNUH Neurosciences facility. Video telemetry, using an electroencephalogram (EEG), enables clinicians to monitor patients who have been diagnosed with epilepsy during an inpatient stay.



Using this technology, patients are connected to a computerized monitoring system via scalp electrodes and they are monitored by three video cameras. Information on the patient's brain activity is then analysed by the clinical team, including neurologists and neurophysiologists. This information can be used to confirm diagnosis of epilepsy or other conditions such as sleep and movement disorders, establish the epilepsy focus before potential surgery, and record exactly what occurs during an attack, episode or seizure.

Previously it was necessary for patients to travel outside the region for this type of specialist monitoring. Dr Jeff Cochius, Consultant Neurologist said: "We're delighted to be bringing video telemetry to Norfolk, providing patients with a dedicated space with the most advanced technology, to help better understand or manage their condition.

Mr Porter was the driving force behind a huge fundraising effort to bring state of the art treatments to epilepsy sufferers; our sincere and grateful thanks go to him, his family and local supporters for enabling the introduction of this new service."

Providing space for families to cope with loss



£36,000



Patients and their families



2019



Maternity Units can witness great happiness but also intense sadness. The Meadow Suite has been created in our Maternity Department to provide a bespoke dedicated environment for parents and family members who have lost a baby to have precious time together and to make memories. The suite has its own entrance, with the facilities of a double bed and bathroom, providing a quiet and private space to spend time as a family, with the opportunity to

have baby by the bedside. Other members of the family can also join the parents in a separate seating area and kitchenette adjacent to the delivery room.

The room, and related equipment was funded by an appeal through the N&N Hospitals Charity, with funding from other charities, including SANDS and Time Norfolk. We have been pleased to work in partnership with these other charities to provide solace and support for families suffering bereavement.



Supporting healthcare research to make improvements for Norfolk residents as they get older



£200,000



Research



2019

As a University Teaching Hospital NNUH undertakes research to identify ways to improve services and treatment for patients. To support the development of research activity, the Charity has agreed funding to create two new project manager posts for two years to support research in Older People's Medicine, Palliative Care and the development of research capability at Cromer Hospital and with particular relevance to the population of North Norfolk.

As the population ages, there are particular challenges associated with increased numbers of frail older patients, with multiple conditions and complex care needs. North Norfolk has high levels of healthcare need, particularly in relation to stroke, ageing and mental health, but low levels of research activity. There is little research into the determinants of long length of stay in acute hospitals, whilst it is known that this results in poorer outcomes, especially for elderly and frail patients.

These two new posts will bring together research teams so that new research can take place at NNUH and in Cromer. The projects have the potential to break new ground by operating at the complex interface between research and service delivery, which has historically been difficult to navigate.

Supporting cutting-edge surgical procedures



£1,000,000



Life-saving equipment & new technology



2020

NNUH was the first hospital in East Anglia to perform minimally invasive colorectal cancer surgery using a robot in October 2017. Since then, the team who perform operations using the robot have scooped a national award for improving care for patients with colon and rectal cancer.





Mr Irshad Shaikh, Consultant Surgeon has said: "We have

had fantastic results so far with great clinical outcomes, quicker recovery for patients and we have reduced the length of hospital stay for patients who have received robotic surgery to remove their cancer."

When the Charity Team learned that the Trust's surgeons wanted a second surgical robot, in order to treat more patients with a broader range of conditions, it was clear that this was something we should try to help fund. As part of a package with the NNUH Trust, we were able to contribute £1m to enable the purchase of this second robot. This £1m grant was one of the largest ever made by the Charity and it marked a further step in the development of the Charity and its ability to support improvement in patient care.

Dr Tim Leary (Chief of Division – Surgery) explained that the dual console robot puts NNUH "at the forefront of patient care and a leader in training new surgeons from East Anglia and further afield in receiving real hands on experience in live situations in the use of this advanced technology. It is a great boost for the Trust".



Developing the Trust's staff to be clinical leaders of the future



£40,000



Investing in our Trust's staff



2019

The Charity was asked to help provide opportunities for clinical staff to undertake higher education training, to support clinical leadership and advanced practice. Charity funding of £40,000 was agreed to enable bursaries to be awarded to six members of staff:



Mark Morson is already a well-established Clinical Educator within the Trust and has spent his time in post supporting the learning and development of pre-registration learners. Mark has "maintained an unwavering passion to deliver high-quality educational experience to our future registrants". The MClinEd course will support Mark as an educator and will consequently help towards the Trust's 5-year objective to be a centre of excellence in research, education, and staff development.

For Hollie Bishop, Plastics Specialist Nurse, the bursary funding has enabled her to complete her Masters qualification in Clinical Dermatology. The two funded modules were evidence-based practice and a health discipline project and Hollie feels that they "impact on everyday work life as the skills gain from this can be used both in developing others and personal CPD."

Kelda Folliard is a Registered Midwife who is undertaking a Professional Doctorate in Health and Social Care. Her studies are based around perinatal anxiety, and have been a "fantastic learning experience", enabling Kelda to "focus on the theoretical aspects of my clinical work, supporting pregnant and new mothers with mental health concerns"

Rachel Burridge, an Advanced Clinical Practitioner in the Older Peoples Emergency Department (OPED), is also completing a Professional Doctorate at UEA, with a focus on patient experience within the department. Her aim is for her studies to help her "understand the experiences of older patients who attend our OPED, and shape future service design to incorporate patient and family views to ensure optimum care".



Some of the Bursary recipients have had their course or studies set back by the Covid pandemic, particularly those working in the Emergency Department, but they are hoping to be able to resume soon.



Reducing treatment time for prostate cancer



£600,000



Life-saving equipment & new technology



2016

In 2012 the Charity launched an appeal to raise £600,000 to provide state-of-the-art facilities at NNUH for prostate cancer patients undergoing internal radiotherapy, known as high dose rate brachytherapy. The unit treated its first patient in November 2018 and was the first in the world to use the Varian Bravos Afterloader system. About 400 men a year are treated with radiotherapy for prostate cancer at the NNUH and the introduction of this new



service has reduced the length of treatment courses from 7.5 weeks to 3 weeks of daily radiotherapy, with reduced bladder and bowel complications.

In 2019 the NNUH Prostate Brachytherapy team were winners of the Macmillan Quality Improvement Excellence Award, which recognises significant improvements within an existing service offered to people living with cancer.

Providing cancer treatment closer to home



£1.8m



Patients and their families



2017-2020



We are very pleased to be providing funding of £1.8 million for development of a new cancer care centre at Cromer and District Hospital, in partnership with NNUH NHS Foundation Trust and Macmillan,

This development represents our largest funding allocation since using legacy funding to rebuild the Cromer hospital itself, and has been made possible by further legacies, including part of the £1m legacy from Douglas de Bootman last year.

The Centre will provide services for people living with cancer in North Norfolk, reducing the need to travel and offering chemotherapy treatment areas, consultation and treatment rooms, and an information and support centre to help people with cancer from diagnosis, through treatment and beyond.



What our supporters have achieved

The support for our Charity continues to grow with patients, friends, family, staff, and the local community making donations and organising and taking part in events. Here are just some of the highlights of the year but we know there are many more unsung heroes, and we thank you all for your support.



Jenny Lind Children's Hospital nurse Julia Ali won a competition to design a ring for a London-based jeweller, Maya Magal. In turn, the jewellers donated almost £1,600 to the Charity from the proceeds of sales of the ring.

Swaffham-based travel company One Traveller donated more than £5,000 for NICU. Company owners Ian and Emma Darkin welcomed their twin girls Francesca Grace and Edith Hope last December. Weighing 3.5lbs and 1.3lbs



respectively, the girls were cared for on the NICU. They are now back home and doing well and One Traveller's 29-strong staff took part in a lockdown walk for the charity.



Norfolk boxer Michael Walsh made a sensational knock-out return to the sport after a four-year absence, raising £4,000 for NICU where his young son was treated .He maintained his unbeaten 100% KO record from 12 fights in December and donated his entire fight purse to NICU, where doctors treated his Liam who was born with a heart just 20% of its normal size.

As part of a year of celebration for the Jenny Lind Children's Hospital His Excellency Mr Torbjörn Sohlström, Sweden's Ambassador to the UK, visited Norwich last summer. He toured the Neonatal Intensive Care Unit, the Children's Ward and the Paediatric Emergency Department, meeting staff and patients. It was a great honour for us and pays tribute to Swedish Opera singer Jenny Lind whose charitable efforts helped to found the children's hospital back in 1854.





Tom Hume and Toby Morrell from Westover Vets presented our NICU team with a fantastic £3,780 raised through an endurance challenge. It was a thank you for caring for Tom's son, Henry, who spent the first week of his life being cared for by the team on NICU.



Celebrating Legacy Giving

When we are privileged to receive a gift in a supporter's will, we make sure that we use it to make a real, lasting difference to patients and staff. In 2019/20 we were able to commit spending from legacies that had been received over recent years, for some exciting and impactful projects:

- Establishing a Mobile Cancer Care Unit: £571,000 from a legacy left to us by Marjorie Lockett has enabled us to fund the running costs for a mobile cancer care unit for three years. The unit, to be provided by charity Hope for Tomorrow, will travel to locations around Norfolk, so that patients can receive chemotherapy without needing to attend Hospital. We expect the unit to be delivered in October 2020;
- Refurbishing the Jack Pryor Unit: A legacy for the Renal Department from Andrew Kemp has allowed funding to be committed for the redevelopment of the Jack Pryor Unit, following the relocation of the dialysis service to the Norfolk and Norwich Kidney Centre in Bowthorpe (Norwich). Mr Kemp wanted to thank the Renal Department staff for the excellent care they provided to him, and the redevelopment will be a fantastic opportunity to use his generosity to improve facilities and enable the renal team to treat a greater number of patients;
- Purchasing a Second Surgical Robot: £359,000 from a legacy from Sidney Grout was a core part of a £1m grant awarded to the Trust towards the purchase of a second surgical robot. This purchase will significantly increase the number of robotic surgery procedures we can perform, particularly related to colorectal and gynaecological cancers. This is a major step forwards in developing the Norwich Centre for Robotic Surgery, offering the most specialist surgical care, which has been shown to improve recovery time, and reduce the length of hospital stays for patients. More information can be found in the 'Grants' section of this Report;
- Cardiology Equipment: £180,000 from a legacy left by Dorothy Sellick, has enabled the purchase of two new Echocardiography machines. These machines show early evidence of heart failure, particularly in cardio-oncology, allowing earlier intervention and better outcomes for patients.

All these projects highlight that the Charity is using its funds to provide additional services and equipment, over and above what the NHS provides for patients. In addition to some large legacies, we are also the recipient of many smaller legacies, with some people leaving a few hundred pounds, or a small percentage of their estate. We are grateful to everyone who supports us through a legacy in their will and we extend our thanks to the family and friends of those generous individuals. Further information about legacy-giving to the Charity can be found on the Charity's website (www.nnuhcharity.org.uk)



Did you know....

a 1% legacy in your will can help us with our mission to support innovation in patient care at our Norfolk hospitals, while your family will still receive the remaining 99% of your estate?



Financial Review

The following key figures are taken from the 2019/20 Accounts which carry an 'unqualified audit' report:

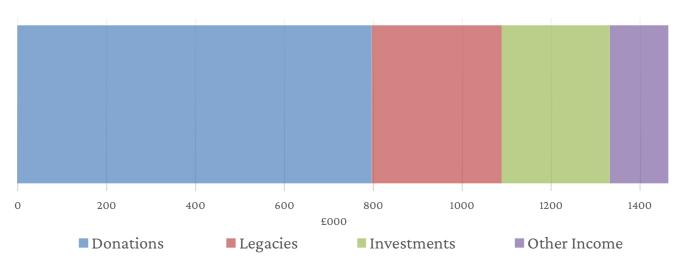
Funds received in the year (£1.5m)

Donations received (£796k)

The Charity was privileged to continue receiving such a high level of voluntary donations from across the community, totalling £796k (£703k in the previous year). We thankfully acknowledge all donations that are received from members of the public, including grateful patients and relatives, groups, and organisations and from our corporate sponsors and supporters.

Legacy donations (£292k)

A gift in a will really is an investment in the future of our charity, and we are fortunate to be supported in this way by so many people each year. Income from legacies is expected to vary from year to year but it continues to make an important contribution to the Charity with £292k received in 2019/20 (£2.6m in 2018/19).



Investment income (£243k)

Through application of a formal Investment Policy, this year the Charity used its funds to generate a further £243k of investment income (£241k in 2018/19). This was achieved in the form of dividends and bank interest. The Investment Policy and performance are regularly monitored by the Corporate Trustee through its Charitable Funds Committee.

Other income (Total £132k)

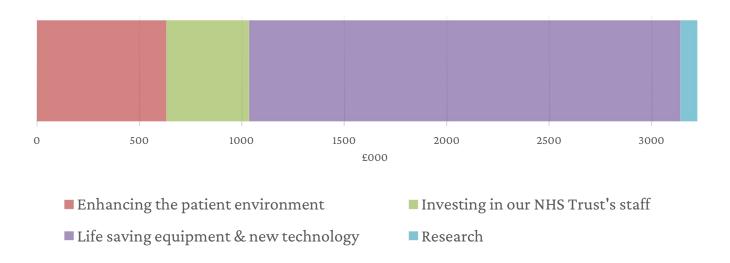
Many departments in the Trust organise courses and conferences enabling the exchange of information and best clinical practice. These courses also raise funds for the Charity. Sales of merchandise also generate some receipts as does sponsorship of study days (2018/19:£91k)



Money spent in the year (£3.3m)

Expenditure on Charitable Activities (£3.2m)

The expenditure for the year on charitable activities was £3.2m (£2.3m in the previous year). The breakdown of expenditure on the Charity's four key areas of focus in 2019/20 is shown below:



Examples of expenditure and funding committed for expenditure include:

- £6k to purchase examination couches to be used in staff training;
- £22k to purchase three portable ultrasound bladder scanners for use on our wards;
- £36k to purchase a pleural videoscope to enhance the Respiratory Department service;
- £12k to support employment of a Diabetes Specialist Nurse for a year;
- £63k to fund research time for two members of the NICU and Paediatric team
- £1m to support purchase of a second surgical robot.

Expenditure on Raising Funds (£109k)

Expenditure on raising funds includes the cost of fundraising staff as well as promotional material, the purchase of leaflets, donation boxes and envelopes. The Charity's aim is to keep fundraising costs as low as possible whilst appropriately promoting the Charity and its work. In this way our supporters can be confident that the maximum possible portion of their donation is being spent on charitable activities. For 2019/20 expenditure on raising funds equated to 3p for each £1 spent, compared to 97p on charitable activities. Whilst the amount spent on fundraising is expected to increase over the next few years, as the Charity grows, but our intention is to keep it as low as possible, maximising funds available for supporting the Trust.



Fund balance (£10.0m) and reserves

The Corporate Trustee has set a minimum reserve level of £0.5m in unrestricted funds, to ensure that ongoing costs for running the Charity can be met, as well as providing a buffer for fluctuations in the value of investments.

At 31 March 2020, the total funds of the Charity amounted to £10.0m (£12.5m at the end of 2018/19). Of these:

- £0.4m was held in restricted funds for use in the Jenny Lind Children's Hospital and at Cromer Hospital;
- £9.0m was held in unrestricted (designated) funds where money has been donated for particular purposes, but no binding trust has been created. We aim to follow donor's wishes on the focus of expenditure when it is practicable to do so;
- £0.6m in unrestricted general funds. (£1.5m in 2018/19).

The Charitable Funds Accountant works with individual fund advisers to plan expenditure of funds. In addition, the Charity has established a series of strategic plans for expenditure of the Charity's funds in the years ahead in a considered and planned way, aimed at maximising beneficial impact and promoting sustainability of the charity. The timing of major expenditure is under the control of the Corporate Trustee (and Charitable Funds Committee under delegated authority). In this way, care can be taken to maintain appropriate reserves even as the value of investments fluctuates. At the end of 2019/20 the reserves were below the planned level as a result of significant fluctuations due to the Covid pandemic but have since returned to the agreed level.

Investment policy and performance

The Charity has a formal Investment Policy and Investment Mandate, approved and overseen by its Charitable Funds Committee. The objective of this Policy is to ensure that there is a diversified portfolio of investments (thereby spreading exposure to risk) with an intention to maximise financial return to the Charity within a 'medium risk' investment profile.

. At the end of 2019/20 £8.6m of the Charity's funds were invested in the diversified portfolio of investments, managed by Barratt & Cooke stockbrokers regulated by the Financial Conduct Authority. In 2019/20 the administration charge for management of the Charity's investments was £900 (2018/19: nil).

During the year there was a net loss of £639k on investments (£769k gain in 2018/19). This was made up of a realised loss of £31k from disposal of investments (gain of £14k in 2018/19), and an unrealised loss of £608k on the investment portfolio held at the year-end (gain of £755k in 2018/19). This reflected the fall in investment values resulting from the Covid-19 pandemic in the final quarter of 2019/20.

The Charity uses professional and regulated investment services to manage its investment portfolio. Investment performance is kept under review by the Charity Team and Charitable Funds Committee, and the Investment Manager meets with the Committee on an annual basis to discuss performance and strategy. During 2018/19, Barratt and Cooke were reappointed to provide Investment Manager services to the Charity for the period to 2022.



Trustee arrangements

The Norfolk and Norwich University Hospitals NHS Foundation Trust (the Trust) is the sole corporate trustee of the Charity and the Trust's Board of Directors is tasked with exercising all powers and duties of the Trust, including the responsibility of corporate trustee. Membership of the Board of Directors is detailed in the Trust's Annual Report and Accounts and on its website (www.nnuh.nhs.uk).

The Trust Audit Committee and Trust Board have considered whether the Charity accounts should be consolidated with those of the Trust. Whilst the Charity may be considered to be 'under the control' of the Trust Board, it is not considered to be financially material to the Trust and the accounts are therefore not consolidated.

The Board has established a Charitable Funds Committee with formal Terms of Reference which are reviewed and updated on a regular basis. The purpose of the Committee is to:

- provide assurance oversight of the management of the Charity;
- oversee investment of the Charity's assets;
- assist the Board in meeting its responsibilities as Corporate Trustee;
- support the Corporate Trustee in strategic overview of the Charity.

During 2019/20, the members of the Charitable Funds Committee were:

Mark Jeffries	Non-Executive Director and Chair of Committee (to Dec '19)
Mark Davies	NNUHFT Chief Executive (to Sept '19)
John Paul Garside	Board Secretary - Executive Lead for the Charity
John Hennessey	NNUHFT Chief Finance Officer (to January 2020)
Simon Hackwell	NNUHFT Director of Strategy
Tim How	Non-Executive Director and Chair of Committee (from Dec '19)
Julian Foster	Non-Executive Director
Sam Higginson	NNUHFT Chief Executive (from Oct '19)

The Charitable Funds Committee has been active on behalf of the Corporate Trustee in overseeing and encouraging development of the Charity during 2019/20. This has involved strengthening the governance and management arrangements for the Charity and enhancing its forward planning. Work undertaken by the Committee during the year has included:

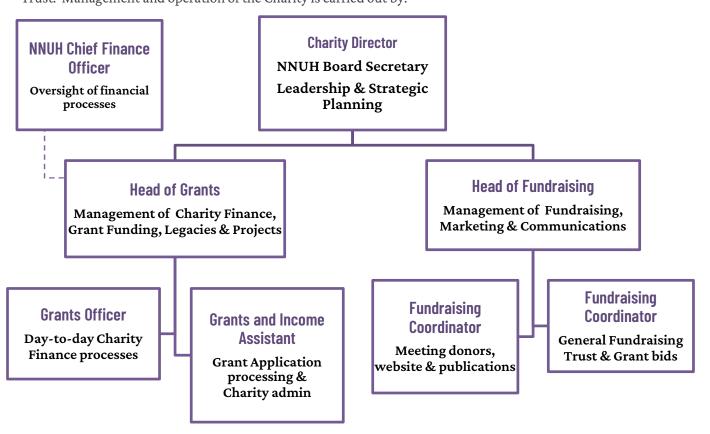
- reviewing and approving the Charity Investment Policy to ensure that there is appropriate diversification of investments and balance between investment return, ethical considerations and mitigation of investment risks;
- overseeing development of plans for major projects such as refurbishment of the Cromer Davison Unit, establishment of a mobile cancer unit, development of a Charity Hub and parental accommodation;
- reviewing and strengthening the Trust's governance and reporting arrangements including review of our classification of funds and ethical fundraising policy;
- establishing the Charity budget with income and spending targets with a view to enhancing the sustainability of the Charity and increasing its impact for patients;
- working with clinical and managerial teams to identify funding priorities and expenditure plans including funding for a surgical robot and infrastructure for patient-focussed research.;

In accordance with the scheme of delegation and standing financial instructions the Trust Board delegates responsibility for the day to day management of the N&N Hospitals Charity to the Trust's Chief Executive and Executive lead for Charitable Funds.



Our staff and advisors

Executive oversight of the Charity is undertaken by John Paul Garside, Board Secretary and General Counsel for the Trust. Management and operation of the Charity is carried out by:



Professional Advisers

Investment managers:

Messrs. Barratt & Cooke 5/6 Opie Street Norwich NR1 3DW

Bankers:

Barclays Corporate Services Po Box 729 1 Capability Green Luton Bedfordshire LU1 3US

External auditors:

KPMG LLP (UK) Dragonfly House 2 Gilders Way NR3 1UB

Scottish Widows Bank plc PO Box 12757 67 Morrison Street Edinburgh EH3 8YJ



Risk Management

As part of the business planning process for the Charity, the Charity management team has considered the major risks to which the Charity is exposed. This process has been extended as we have been reviewing the Charity's Strategy and have been considering areas of particular strength, weakness, opportunity and threat. The risk areas particularly assessed were governance and management, operational risk, financial risk, reputational risk, environmental and external factors, and compliance risk. The highest risks were determined as:

• Conflict of interest risk (Governance, financial, reputational and compliance risk)

There is an inherent conflict of interest risk due to the dual role of Board of Directors of the Foundation Trust acting as Corporate Trustee of the Charity. It is crucial that the Corporate Trustee makes its decisions in the best interest of the Charity and that appropriate boundaries are respected between charitable and exchequer funds and their respective purposes.

This risk is managed by ensuring that there is a clear distinction in Board agendas, so that it is explicit when the Board is acting as Corporate Trustee, rather than as the Foundation Trust Board. The Charitable Funds Committee has also been provided with guidance from the Charity Commission on maintaining independence in the management of charitable funds. Safeguards with regard to independence in the management of the Charity have been enhanced by strengthened administration arrangements and appointment of the Company Secretary as Executive Lead for Charitable Funds.

• Fraud or error (Financial, reputational risk)

The Charity manages this risk by employing a CCAB qualified accountant with charity experience. Senior managers in the Trust's Finance Department provide financial oversight on behalf of the Corporate Trustee, ensuring a full system of internal control, subject to internal audit.

• Failure to achieve the Charity's full potential (Financial, operational risk)

There is potential to increase the size and impact of the Charity and raising public awareness of the Charity will be a key factor in achieving this; another will be establishing new and diversified income streams which are sustainable. Development of a refreshed Charity Strategy, with associated strategies on fundraising, communications and finance will be focussed on ensuring a sustainable and successful future for the Charity.

• Risks arising from Covid-19 (Financial & operational risk)

Covid-19 has had a particularly detrimental impact on the charity sector. In many respects our Charity is insulated from many aspects of this – we have low overhead costs (with all staff employed through the Trust and no shops or expensive leases), we are grant-making rather than service providing, we have a healthy asset balance and charity income in the NHS has increased rather than fallen during the pandemic. There are however recognised risks associated with economic downturn, which may have detrimental impact in relation to our investments and future income. This has been considered by the Charitable Funds Committee and our investment policy remains under regular review, with the intention of diversifying our investment portfolio and we have changed our approach to dividends so that these are no longer automatically reinvested. Future fundraising challenges will be mitigated through our Fundraising Strategy and increasing trading income. Planning for the 250th anniversary is obviously impacted by uncertainty over what forms of social interaction will be permissible in 2022 but it is hoped that some mass events will again be possible and increasingly close collaboration with partner organisations, such as the Norfolk & Norwich Festival, will help to ensure that we meet and overcome any future challenges together.



Fundraising Report

Donors to the Norfolk and Norwich Hospitals Charity can be assured that we comply with the regulatory standards for fundraising. We are registered with the Fundraising Regulator and are committed to the Fundraising Promise and adherence to the Code of Fundraising Practice. This report covers the requirements charities must follow as set out in the Charities Act 2016.

Our fundraising efforts in 2019/20 involved encouraging donations and running events. During the year we held our first abseil event to raise money for our Boudicca Appeal, and held our popular Summer and Christmas fairs. Donations from local businesses and community groups increased in 2019/20.

We are registered with the Fundraising Regulator and comply with all the relevant standards set out in the Code of Fundraising Practice. Two out of three members of our fundraising team are members of the Institute of Fundraising. We did not use any third-party suppliers to help us raise funds during 2019/20.

Complaints are dealt with in line with the Norfolk & Norwich University Hospitals NHS Foundation Trust complaints policy, which can be found on their website. We received 2 complaints in the 2019/20 financial year. In the previous financial year, we received no complaints.

Related parties

The Norfolk and Norwich University Hospitals NHS Foundation Trust is the corporate trustee of the N&N Hospitals Charity and is therefore a related party.

Our relationship with the wider community

The ability of the N&N Hospitals Charity to continue its work is dependent on its ability to maintain donations from the general public. The N&N Hospitals Charity continues to forge strong relationships with members of staff of the hospital without whose co-operation the ability to make an effective contribution would be much diminished.

Volunteers

The Charity pays tribute to:

- our volunteers for their time, support, and commitment;
- the members of staff who give of their time out of hours in support of the work of the N&N Hospitals Charity;
- our fundraisers who do so much to enrich lives through donations and fundraising activities;
- the many external organisations, companies, trusts, and foundations that have supported our work.

Signed on behalf of the trustee:

Name:	Date:

Statement of the Trustee's responsibilities in respect of the Trustee's annual report and the financial statements

Under the trust deed of the charity and charity law, the trustee is responsible for preparing the Trustee's Annual Report and the financial statements in accordance with applicable law and regulations. The trustee has elected to prepare the financial statements in accordance with UK Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland.*

The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the excess of expenditure over income for that period.

In preparing these financial statements, generally accepted accounting practice entails that the trustee:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards and the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- state whether the financial statements comply with the trust deed, subject to any material departures disclosed and explained in the financial statements; and
- assess the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern; and
- use the going concern basis of accounting unless they either intend to liquidate the charity or to cease operations or have no realistic alternative but to do so.

They are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustee to ensure that, where any statements of accounts are prepared by them under section 132(1) of the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that provision. They are responsible for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error, and have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

The trustee is responsible for the maintenance and integrity of the financial and other information included on the charity's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

These financial statements were approved on 2 December 2020 and signed on behalf of the trustee by:

Board member:	Name:
Date:	
Board member:	Name:
Date:	

Independent auditor's report to the Trustee of Norfolk and Norwich Hospitals Charity

Opinion

We have audited the financial statements of Norfolk and Norwich Hospitals Charity ("the charity") for the year ended 31 March 2020 which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows and related notes, including the accounting policies in note 1.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with UK accounting standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland; and
- have been properly prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We have been appointed as auditor under section 144 of the Charities Act 2011 (or its predecessors) and report in accordance with regulations made under section 154 of that Act.

We conducted our audit in accordance with International Standards on Auditing (UK) ("ISAs (UK)") and applicable law. Our responsibilities are described below. We have fulfilled our ethical responsibilities under, and are independent of the charity in accordance with, UK ethical requirements including the FRC Ethical Standard. We believe that the audit evidence we have obtained is a sufficient and appropriate basis for our opinion.

Going concern

The trustee has prepared the financial statements on the going concern basis as they do not intend to liquidate the charity or to cease its operations, and as they have concluded that the charity's financial position means that this is realistic. They have also concluded that there are no material uncertainties that could have cast significant doubt over its ability to continue as a going concern for at least a year from the date of approval of the financial statements ("the going concern period").

We are required to report to you if we have concluded that the use of the going concern basis of accounting is inappropriate or there is an undisclosed material uncertainty that may cast significant doubt over the use of that basis for a period of at least a year from the date of approval of the financial statements. In our evaluation of the trustee's conclusions, we considered the inherent risks to the charity's business model and analysed how those risks might affect the charity's financial resources or ability to continue operations over the going concern period. We have nothing to report in these respects.

However, as we cannot predict all future events or conditions and as subsequent events may result in outcomes that are inconsistent with judgements that were reasonable at the time they were made, the absence of reference to a material uncertainty in this auditor's report is not a guarantee that the charity will continue in operation.

Other information

The trustee is responsible for the other information, which comprises Statement of Trustee's responsibilities in respect of the Trustee's annual report and the financial statements. Our opinion on the financial statements does not cover the other information and, accordingly, we do not express an audit opinion or, except as explicitly stated below, any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether, based on our financial statements audit work, the information therein is materially misstated or inconsistent with the financial statements or our audit knowledge. We are required to report to you if:

- based solely on that work, we have identified material misstatements in the other information; or
- in our opinion, the information given in the Trustee' Annual Report is inconsistent in any material respect with the financial statements.

We have nothing to report in these respects.

Matters on which we are required to report by exception

Under the Charities Act 2011 we are required to report to you if, in our opinion:

- the charity has not kept sufficient accounting records; 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.

We have nothing to report in these respects.

Trustee's responsibilities

As explained more fully in their statement set out on page 26, the trustee is responsible for: the preparation of financial statements which give a true and fair view; such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error; assessing the charity'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 they either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities

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 our opinion in an auditor's report. Reasonable assurance is a high level of assurance, but does not 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 aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

A fuller description of our responsibilities is provided on the FRC's website at: www.frc.org.uk/auditorsresponsibilities.

The purpose of our audit work and to whom we owe our responsibilities

This report is made solely to the charity's trustee as a body, in accordance with section 144 of the Charities Act 2011 (or its predecessors) and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustee those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustee as a body, for our audit work, for this report, or for the opinions we have formed.

Stephanie Beavis

for and on behalf of KPMG LLP, Statutory Auditor

Chartered Accountants

Dragonfly House

2 Gilders Way

Norwich

NR3 1UB

2 December 2020

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

Norfolk & Norwich Hospitals Charity

Annual Report

How to contact us

Further information about the Charity is available via our website at www.nnuhcharity.org.uk

The charity office and working address of the N&N Hospitals Charity is:

c/o The Head of Grants

N&N Hospitals Charity

Floor 6, 20 Rouen Road

Norwich

NR11QQ

01603 287495

Email - charitablefunds@nnuh.nhs.uk

For fundraising queries please contact:

The Head of Fundraising

N&N Hospitals Charity

Floor 6, 20 Rouen Road

Norwich

NR11QQ

01603 287107

Email – fundraising@nnuh.nhs.uk

The corporate trustee, Norfolk and Norwich University Hospitals NHS Foundation Trust, principal address is:

The Chief Executive

Norfolk and Norwich University Hospital

Norwich Research Park

Norwich

NR47UY

01603 286286



Statement of Financial Activities

The Statement of Financial Activities is a financial report detailing the change in the charity's net assets during the financial year.

It provides an analysis of the income received and expenditure by the charity on its activities and presents a reconciliation of the movements in a charity's funds for the reporting period, which runs from 1 April 2019 to 31 March 2020.

		2019/20				2018/19			
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds		
	Note	£000s	£000s	£000s	£000s	£000s	£000s		
Income from:									
Donations and Legacies	3	967	121	1,088	3,345	0	3,345		
Investments	4	243	0	243	241	0	241		
Charitable Activities		43	0	43	18	0	18		
Other Trading Activities	5	15	0	15	16	0	16		
Other Income		74	0	74	57	0	57		
Total Income		1,342	121	1,463	3,677	0	3,677		
Expenditure On:									
Charitable Activities	7&8	2,998	225	3,223	2,112	216	2,328		
Raising Funds	9	110	0	110	108	1	109		
Total Expenditure		3,108	225	3,333	2,220	217	2,437		
Net (Losses)/Gains on Investments	15	(639)	0	(639)	769	0	769		
Transfers between funds		18	(18)	0	7	(7)	0		
Net Movement in Funds		(2,387)	(122)	(2,509)	2,233	(224)	2,009		
Reconciliation of funds									
Total Funds Brought Forward	20	12,019	464	12,483	9,786	688	10,474		
Total Funds Carried Forward		9,632	342	9,974	12,019	464	12,483		

The notes on pages 34 to 44 form part of these financial statements.



Balance Sheet

The balance sheet provides a view of the charity's assets and liabilities and how these are represented by the different classes of funds held by the charity. The objective of the balance sheet is to show the resources available to the charity and whether these are available for all purposes of the charity or must be used for specific purposes because of legal restrictions placed on their use.

		2019/20				2018/19			
		Unrestricted Funds	Restricted Funds	Total Funds	Unrestricted Funds	Restricted Funds	Total Funds		
	Note	£000s	£000s	£000s	£000s	£000s	£000s		
Fixed Assets									
Intangible Assets	13	13	0	13	18	0	18		
Non-Current Assets (WIP)	14	10	0	10	0	0	0		
Investments	16	8,013	0	8,013	8,639	0	8,639		
Total Fixed Assets		8,036	0	8,036	8,657	0	8,657		
Current Assets									
Debtors	17	11	0	11	1,563	0	1,563		
Short Term Investments and Deposits	18	25	0	25	25	0	25		
Cash at Bank and In Hand		2,327	594	2,921	2,100	552	2,652		
Total Current Assets		2,363	594	2,957	3,688	552	4,240		
Creditors									
Creditors: Amounts Falling Due Within One Year	19	(767)	(252)	(1,019)	(326)	(88)	(414)		
Net Current Assets		1,596	342	1,938	3,362	464	3,826		
Total Net Assets		9,632	342	9,974	12,019	464	12,483		
Total Funds									
Restricted		0	342	342	0	464	464		
Unrestricted	20	619	0	619	2,724	0	2,724		
Unrestricted (designated)		9,013	0	9,013	9,295	0	9,295		
Total Funds		9,632	342	9,974	12,019	464	12,483		

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Net Current Assets		1,596	342	1,938	3,362	464	3,826
Total Net Assets		9,632	342	9,974	12,019	464	12,483
Total Funds							
Restricted		0	342	342	0	464	464
Unrestricted	20	619	0	619	2,724	0	2,724
Unrestricted (designated)		9,013	0	9,013	9,295	0	9,295
Total Funds		9,632	342	9,974	12,019	464	12,483
and signed on its behalf by: Signed: Name:							
Date.							



Statement of Cash Flows

The Statement of Cash Flows aims to show how changes in balance sheet accounts and income affect cash and cash equivalents, and breaks the analysis down to operating, investing, and financing activities. The cash flow statement is concerned with the flow of cash in and out of the charity during the financial year, which runs from 1 April 2019 to 31 March 2020.

	Note	2019/20 £000s	2018/19 £000s
Cash flows from operating activities			
Net cash provided by/ (used in) operating activities		49	(249)
Cash flows from investing activities			
Dividends and interest from investment	4	243	241
Purchase of investments	15	(1,351)	(1,129)
Purchase of intangible fixed assets	13	0	(5)
Purchase of non-current assets	14	(10)	0
Proceeds on disposal of investments		1,338	953
Net cash provided by investing activities		220	60
Change in cash and cash equivalents in the reporting period		269	(189)
Cash and cash equivalents at the beginning of the reporting period	18	2,677	2,866
Cash and cash equivalents at the end of the reporting period		2,946	2,677
Reconciliation of net movement in funds to net cash flow from operating activities			
Net movement in funds (statement of financial activities)		(2,509)	2,009
Losses/(Gains) on investments	13	639	(769)
Income from investments	4	(243)	(241)
Amortisation of intangible assets	13	5	4
Decrease/(Increase) in debtors	17	1,552	(1,386)
Increase in creditors	19	605	134
Cash inflow/(outflow) from operating activities		49	(249)

The notes on pages 34 to 44 form part of these financial statements.



1. Accounting Policies

(a) Basis of preparation

The financial statements have been prepared under the historic cost convention except for investments, which are included at fair value.

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The charity is a public benefit entity as defined by FRS 102.

The trustee considers that there are no material uncertainties about the Norfolk and Norwich Hospitals Charity's ability to continue as a going concern. While the Covid-19 pandemic has had an impact on the Charity it is not such a significant impact as to affect the charity's ability to continue as a going concern.

(b) Funds structure

Where there is a legal restriction on the purpose to which a fund may be put, the fund is classified either as a restricted fund or an endowment fund.

Restricted funds are those where the donor has provided for the donation to be spent in furtherance of a specified charitable purpose. N&N Hospitals Charity's restricted funds typically result from legacies.

Endowment funds arise when the donor has expressly provided that the gift is to be invested and only the income of the fund may be spent. The N&N Hospitals Charity currently has no endowment funds.

Those funds which are neither endowment nor restricted funds, are unrestricted funds which are sub analysed between designated (earmarked) funds where the trustee has set aside amounts to be used for specific purposes or which reflect the non-binding wishes of donors, and unrestricted funds which are at the trustee's discretion. Unrestricted funds include the general fund, and represent the charity's reserves. The major funds held in each of these categories are disclosed in note 20.

(c) Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources, it is probable (more likely than not) that the resources will be received, and the monetary value of incoming resources can be measured with sufficient reliability.

Where there are terms or conditions attached to incoming resources, particularly grants, then these terms or conditions must be met before the income is recognised, as the entitlement condition will not be satisfied until that point. Where terms or conditions have not been met or uncertainty exists as to whether they can be met then the relevant income is not recognised in the year but deferred and shown on the balance sheet as deferred income.

(d) Incoming resources from legacies

Legacies are accounted for as incoming resources either upon receipt or where the receipt of the legacy is probable. Receipt is probable when:

- confirmation has been received from the representatives of the estate(s) that probate has been granted;
- · the executors have established that there are sufficient assets in the estate to pay the legacy; and
- all conditions attached to the legacy have been fulfilled or are within the charity's control.

If there is uncertainty as to the amount of the legacy, and it cannot be reliably estimated, then the legacy is shown as a contingent asset until all the conditions for income recognition are met.



(e) Resources expended and irrecoverable VAT

All expenditure is accounted for on an accruals basis and is recognised when the following criteria are met:

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

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

(f) Recognition of expenditure and associated liabilities because of grant

Grants payable are payments made to linked, related party, or third-party NHS bodies and non-NHS bodies, in furtherance of the charitable objectives of the funds held on trust, primarily relief of those who are ill.

Grant payments are recognised as expenditure when the conditions for their payment have been met or where there is a constructive obligation to make a payment.

A constructive obligation arises when:

- We have communicated our intention to award a grant to a recipient who then has a reasonable expectation that they will receive a grant; or
- We have made a public announcement about a commitment which is specific enough for the recipient to have a reasonable expectation that they will receive a grant;

The trustee has control over the amount and timing of grant payments and consequently where approval has been given by the trustee and any of the above criteria have been met then a liability is recognised. Grants are awarded on condition that the Charity is acknowledged as the funder, and a report on the impact of expenditure is provided within six months of payment being made. If a grant has been offered but there is uncertainty as to whether it will be accepted or whether conditions will be met, then no liability is recognised.

(g) Support and governance costs

Support costs are those costs which do not relate directly to a single charitable activity. These include some staff costs, costs of administration and IT support. Governance costs include audit, and any other regulatory fees. The analysis of support and governance costs are shown in note 8.

(h) Fundraising costs

The costs of generating funds are those costs attributable to generating income for the charity, other than those costs incurred in undertaking charitable activities or the costs incurred in undertaking trading activities in furtherance of the charity's objects. The costs of generating funds represent fundraising costs together with the salaries for the charity's fundraising team and are shown in note 9.

(i) Charitable activities

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

(i) Intangible assets

Intangible assets are non-monetary assets without physical substance which are capable of being sold separately from the charity's business or which arise from contractual or other legal rights. They are recognised only where it is probable that future economic benefits will flow to, or service potential be provided to the charity, and where the cost of the asset can be measured reliably. Intangible fixed assets are amortised at rates calculated to write them down to estimated residual values on a straight-line basis over their estimated useful lives. Computer software is expected to have a useful life of 5 years.



(j) Fixed asset investments

Investments are a form of basic financial instrument. Fixed asset investments are initially recognised at their transaction value and are subsequently measured at their fair value (market value) as at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year. Quoted stocks and shares are included in the Balance Sheet at the current market value quoted by the investment analyst, excluding dividend. Other investments are included at the trustee's best estimate of market value.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors. Further information on the N&N Hospitals Charity's investments can be found in note 15.

(k) Non-Current assets (WIP)

Non-Current assets (WIP) refer to Work-in-Progress on non-current assets for the Charity. In 2019/20 this relates to work carried out on creation of a Charity Hub. Once work has been completed costs will be moved to a Non-Current assets category and will then be depreciated across the useful life of the building.

(1) Current asset investments

Current asset investments refer to the Charity's 90-day notice interest bearing savings account.

(m) Debtors

Debtors are amounts owed to the charity. They are measured based on their recoverable amount.

(n) Cash and cash equivalents

Cash at bank and in hand is held to meet the day to day running costs of the charity as they fall due. Cash equivalents are short term, highly liquid investments, usually in 90-day notice interest bearing savings accounts.

(o) Creditors

Creditors are amounts owed by the charity. They are measured at the amount that the charity expects to have to pay to settle the debt. The Charity has no amounts which are owed in more than a year.

(p) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and carrying value in the previous month (or purchase date). Unrealised gains and losses are calculated as the difference between the market value at the year end and opening carrying value (or purchase date if later).

(q) Staff costs and pensions

Norfolk and Norwich University Hospitals NHS Foundation Trust (the Trust) fully re-charged the N&N Hospitals Charity for the members of staff who work for the charity.

Staff members belong to the NHS Pension Scheme which is an unfunded defined benefit scheme which is accounted for as a defined contribution scheme. The recharge from the Trust includes the employee contributions to that scheme. For more information on the NHS Pension Scheme refer to the Trust's annual report and accounts.



2. Related party transactions

The Charity has a related party relationship with the Norfolk and Norwich University Hospitals NHS Foundation Trust. The Trust holds the employment contracts for all Charity staff, provides the Charity with office accommodation, legal services, finance support and is the responsible Corporate Trustee for the Charity.

Transactions between the Charity and the Trust during the year were in relation to salary payments for its staff, income invoiced by the Trust for the Charity, payment of Charity supplier invoices that were processed through the Trust's procurement and payment systems and refunded by the Charity, and for administrative and management costs.

The Trust recharged £170,464 to the Charity (2018/19 £159,373) for its staffing and administration costs. The increase is due to the growth of the Charity team during 2019/20.

Members of the Trust staff have benefited from payment of £389,724 (2018/19 £513,907) from the Charity in the form of long service awards, long service retirement awards, sponsorship of the Staff Awards evening in the form of a Staff Fundraiser of the Year Award, training events, educational grants and staff room refurbishments.

During 2019/20, capital assets to the value of £1,907,956 (2018/19 £841,649) were purchased by the Charity and donated to the Trust.

None of the members of the Trust board or parties related to them have undertaken any transactions with the N&N Hospitals Charity or received any benefit from the charity in payment or kind. Board members received no honoraria, emoluments, or expenses in the year.

At the end of the financial year £850,442 was owed by the Charity to the Trust. (2018/19 £132,642)

3. Income from donations and legacies

		2018/19		
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£000s	£000s	£000s	£000s
Voluntary Income				
General donations	551	0	551	571
Corporate donations	119	121	240	93
Legacies	292	0	292	2,642
Grants	5	0	5	39
Total Voluntary Income	967	121	1,088	3,345



4. Income from investments

			2018/19	
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£000s	£000s	£000s	£000s
Investment Income				
Interest on deposits	11	0	11	9
Fixed asset equity investments	232	0	232	232
Total Investment Income	243	0	243	241

5. Analysis of other income

		2018/19		
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£000s	£000s	£000s	£000s
Incoming Resources from Charitable Activities				
Training Income	43	0	43	18_
Total Incoming Resources from Charitable Activities	43	0	43	18_
Activities for Generating Funds				
Fundraising events	14	0	14	12
Lotteries and raffles	1	0	1	4
Total Activities for Generating Funds	15	0	15	16
Other Incoming Resources				
Other Income	74	0	74	57
Total Other Incoming Resources	74	0	74	57

6. Role of volunteers

Like all charities, the N&N Hospitals Charity is reliant on a team of volunteers for our smooth running. Our volunteers perform two roles:

- Fund advisors there are about 400 Trust staff who support the charitable funds committee when deciding how the charity's designated funds should be spent. These funds are designated (or earmarked) by the charitable funds committee to be spent for a particular purpose or in a ward or department. Each fund advisor submits funding requests and monitors the financial status of their fund.
- Fundraisers there are many local volunteers who actively fundraise for the N&N Hospitals Charity by running events.

In accordance with the SORP, due to the absence of any reliable measurement basis, the contribution of these volunteers is not recognised in the accounts.



7. Analysis of charitable expenditure

The charity did not undertake any direct charitable activities on its own account during the year. Charitable expenditure was in the form of grant funding to the Trust to carry out activities or to purchase equipment that will benefit NHS patients and their families.

		2018/19		
	Support Costs Grant funded activity		Total	Total
	£000s	£000s	£000s	£000s
Charitable Activities				
Enhancing the patient environment	21	611	632	511
Investing in our staff	13	390	403	536
Lifesaving equipment & new technology	69	2,036	2,105	1,143
Research	3	80	83	138_
Total Charitable Activities	106	3,117	3,223	2,328

8. Analysis of support costs and governance costs

Support costs are back-office costs related to the day-to-day running of the charity. Governance costs are those support costs which relate to the strategic management of the charity.

	2019/20			2018/19
	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	£000s	£000s	£000s	£000s
Support costs included in Charitable Activities				
Charity Staff Costs	75	0	75	61
Management and Administration Costs	20	0	20	19
Total Support Costs	95	0	95	80_
Governance Costs included in Charitable Activities				
Audit	6	0	6	6
Staff costs	4	0	4	4
Other Governance Costs	1	0	1	6
Total Governance Costs	11	0	11	16_
Total Support and Governance Costs	106	0	106	96



9. Analysis of expenditure on raising funds

	2019/20			2018/19
	Unrestricted Funds Restricted Funds		Total Funds	Total Funds
	£000s	£000s	£000s	£000s
Cost of Raising Funds				
Fundraising staff costs	83	0	83	76
Fundraising expenditure	27	0	27_	33_
Total Costs of Generating Funds	110	0	110	109

10. Trustee remuneration, benefits, and expenses

Members of the Trust board give their time freely and receive no remuneration for the work that they undertake in relation to the N&N Hospitals Charity. They can claim expenses, however, to reimburse them for costs that they incur in fulfilling their duties relating to N&N Hospitals Charity – these include travelling specifically for charitable funds committee meetings and charity specific training events.

No expenses were claimed from the Charity by committee members (2018/19 Nil)

11. Analysis of staff costs

The average number of full-time equivalent employees during the year was 4.89 (2018/19 3.73).

Staff Costs	2019/20	2018/19
	£000s	£000s
Salaries and Wages	131	114
Social Security Costs	12	11
Other Pension Costs	19	16_
Total	162	141

A further recharge of time spent by Finance Department Managers was made by the Trust. This related to time spent authorising payments, reviewing reconciliations, and checking the annual accounts. The amount recharged was £4k (2018/19 £16k).

The N&N Hospitals Charity considers its key management personnel to be the member of the Norfolk & Norwich University Hospitals NHS Foundation Trust management board acting on behalf of the corporate trustee. For 2019/20 this was the Board Secretary. There was no recharge of employment benefits for key management personnel during 2019/20.

No employees had emoluments in excess of £60,000 (2018/19 nil)

12. Auditor's remuneration

The auditor's remuneration of £4,820 (2018/19: £4,820) related solely to the audit with no other additional work being undertaken (2018/19: nil). These figures are exclusive of VAT, however because the Charity is not able to reclaim VAT it is included in Note 8 figures.



13. Intangible assets

This relates to the donor database and accounting software which will be amortised over five years.

	2019/20	2018/19
Intangible Fixed Assets	£000s	£000s
Opening balance	18	17
Additions	0	5
Amortisation	(5)	(4)
Closing balance	13_	18

14. Non-Current assets (WIP)

This relates to costs incurred for creation of a Charity Hub, a separate building to be located at the Norfolk & Norwich Hospital site. Once completed these costs will be moved to a separate Non-Current assets category and will be depreciated over the life of the asset.

	2019/20	2018/19
Non-Current Assets (WIP)	£000s	£000s
Opening balance	0	0
Additions	10_	0
Closing balance	10	0

15. Analysis of gains/losses on investments

	2019/20	2018/19	
	£000s	£000s	
Realised (losses)/gains	(31)	14	
Unrealised (losses)/gains	(608)	755	
Total (losses)/gains on investments	(639)	769	

16. Fixed asset investments

Movement in Fixed Asset Investments	2019/20 £000s	2018/19 £000s
Market Value at Start of Financial year	8,639	7,694
Less: Disposals at Carrying Value	(1,369)	(940)
Add: Acquisitions at Cost	1,351	1,129
Net (Loss)/Gain on Revaluation	(608)	755
Market Value at End of Financial Year	8,013	8,639
Fixed Asset Investment Split	2019/20	2018/19
Cash	4.84%	2.21%
Gilts/Fixed Interest	15.92%	13.77%
Investment/Unit Trusts	13.03%	15.71%
Equities	66.21%	68.30%
	100%	100%

All investments are carried at their fair value and are managed by expert advisors. Cash held by our asset managers is available on request, and is included in the investment split for comparison, but is included in the cash and cash equivalents figure on the balance sheet.



17. Analysis of current debtors

	2019/20	2018/19
Amounts Falling Due Within One Year	£000s	£000s
Prepayments	9	0
Accrued Income	1	1,562
Other Debtors	1	1
Total Debtors Falling Due Within One Year	11_	1,563

Legacies totalling £1.5m were accrued in 2018/19. No legacies have been accrued in 2019/20.

18. Analysis of cash and cash equivalents

	2019/20	2018/19
Cash & Cash Equivalents	£000s	£000s
Short term investment	25	25
Cash in hand & at bank	2,921_	2,652
Total	2,946	2,677

The short-term investment has been closed in April 2020, due to the low rate of interest available.

19. Analysis of liabilities

	2019/20	2018/19
Amounts Falling Due Within One Year	£000s	£000s
Trade Creditors	135	274
Amounts Due to NNUH NHS Foundation Trust	851	132
Other Creditors	0	2
Accruals	33_	6
Total	1019	414

The amount owed to the NNUH NHS Foundation Trust includes £500k owed towards the cost of a second surgical robot, purchased at the end of the financial year.



20. Analysis of charitable funds

Unrestricted	Balance Apr 2019	Incoming resources	Resources expended	Gains and losses	Transfers	Balance Mar 2020
	£000s	£000s	£000s	£000s	£000s	£000s
Cromer General Fund	494	9	58	0	0	445
N&N General Fund	1,923	349	546	(639)	(1,005)	82
Others (3 funds)	307	30	245	0	0	92
Total	2,724	388	849	(639)	(1,005)	619

Name of fund Description of the purpose of each fund

Cromer General For the benefit of staff and patients at the Cromer site

Norfolk and Norwich General For the benefit of staff and patients of the Trust

Transfers relate to unrestricted funds being designated during the year, primarily for expenditure agreed in the annual budget.

Restricted Funds:	Balance Apr 2020	Incoming resources	Resources expended	Transfers	Balance Mar 2020
	£000s	£000s	£000s	£000s	£000s
Friends Fund	0	121	7	0	114
Cromer Building Fund	260	0	152	0	108
Cromer Equipment Fund	102	0	0	0	102
The Macleod Fund	102	0	66	(18)	18
Total	464	121	225	(18)	342

Name of fund Description of the purpose of each fund

Friends Fund For the benefit of patients and staff within the Trust

Cromer Building Fund For building related work at Cromer Hospital

The Macleod Fund For the benefit of paediatric patients within the Trust

Cromer Equipment Fund For medical and surgical equipment at Cromer Hospital

The Friends Fund represents the balance of the N&N Hospital Friends' Charity when it was wound up on 31 March 2019. Most of the fund has been committed in relation to projects agreed by the Friends before the closure.

The Cromer Building and Equipment Funds have been committed in full towards the cost of the North Norfolk Macmillan Centre development.



Designated Funds	Balance Apr 2019	Incoming resources	Resources expended	Transfers	Balance Mar 2020
	£000s	£000s	£000s	£000s	£000s
Cromer Legacy Fund	1,000	79	0	0	1,079
Earmarked Grant Fund	0	0	0	1,005	1,005
Marjorie Ann Lockett Fund	571	0	2	0	569
Radiotherapy & Oncology Fund	826	90	420	0	496
Andrew Leslie Kemp Fund	423	0	1	0	422
Renal Fund	400	6	8	0	398
Orthopaedics Fund	345	1	46	0	300
Cromer Building & Equipment Fund	282	0	0	0	282
AOS (Oncology) Legacy Fund	225	17	0	0	242
Leukaemia Children's Cancer Fund	210	0	4	0	206
Kidney Research Fund	203	0	6	0	197
Eye Department Fund	264	8	104	0	168
Respiratory Medicine Fund	194	4	65	0	133
Ear, Nose & Throat Fund	125	0	0	0	125
Neurosciences Fund	193	1	70	0	124
Haematology Fund	121	6	5	0	122
Cardiac Fund	299	1	197	0	103
Others (264 funds)	3,614	741	1,331	18	3,042
Total	9,295	954	2,259	1,023	9,013
Total funds	12,483	1,463	3,333	(639)	9,974

tion of the purpose of each fund

Cromer Legacy Fund For the benefit of patients at the Cromer Hospital

Earmarked Grant Fund General funds designated for planned Grant expenditure

Marjorie Ann Lockett Fund Cause, prevention, treatment, cure & defeat of cancer

Radiotherapy & Oncology Fund Cause, prevention, treatment, cure & defeat of cancer

Andrew Leslie Kemp Fund For the provision of dialysis equipment, otherwise for general use

Renal Fund For the benefit of renal patients

Orthopaedics Fund For the benefit of orthopaedic patients

Cromer Building & Equipment Fund For building or equipment at Cromer Hospital

AOS (Acute Oncology Service) Legacy Fund Cause, prevention, treatment, cure & defeat of cancer

Leukaemia Children's Cancer Fund Cause, prevention, treatment, cure & defeat of cancer in children

Kidney Research Fund Cause, prevention, treatment, and cure of renal illness

Eye Department Fund For the benefit of ophthalmology patients

Respiratory Medicine Fund For the benefit of respiratory medicine patients

ror the benefit of respiratory medicine patients

Ear, Nose & Throat Fund

Neurosciences Fund

For the benefit of ENT patients

For the benefit of neurology patients

For the benefit of haematology patients

Cardiac Fund

For the benefit of cardiology patients