Foreword

We are happy to present the Charitable Fund Annual Report and Accounts for 2010/11. This document records charitable income and expenditure by Doncaster Primary Care Trust (known as NHS Doncaster) for the period 1 April 2010 to 31 March 2011.

The charity has continued to make great achievements through the financial year and we are proud of the large number of generous donations received that support the ongoing work of the charity. Particular mention should be made of three significant legacies received totalling more than £180,000.

This report raises awareness of some of the initiatives funded by the legacies received and is a formal thank you to everyone who contributed to the Charitable Fund during the year.

Ideas about how and where donations might be turned into realistic and practical benefits for service users and members of NHS staff are often made by the benefactors themselves. The details of such requests are all considered carefully and followed whenever possible.

Many of the benefits realised through the Charitable Fund are tangible, such as the purchase of a television, radio or new furniture for wards and contribute to an improved quality of life for our patients, staff, carers, volunteers and families.

All the donations received which are not spent immediately are invested in accordance with the Charity Commission guidelines, ensuring an appropriate financial return is achieved. We have set up a Charitable Fund Committee which, on behalf of the trustee, oversees the expenditure plans for the funds donated and decides on the investment of these funds. This ensures that money is spent wisely and in accordance with the wishes of those who make donations and within the requirements of the Charity Commission. The Charitable Fund Committee ensures that all donations received are distributed in the best and most effective manner.

We would like to thank Rotherham Doncaster and South Humber Mental Health NHS Foundation Trust (RDaSH) for their continued support in the administration of the fund on behalf of NHS Doncaster and for their support to our Charitable Fund Committee.

Finally, on behalf of our patients, volunteers and staff we send our appreciation to everyone who supports NHS Doncaster through their extremely kind charitable donations.

Approved on behalf of the Corporate Trustee

Roger Greenwood, Chairman, NHS Doncaster (Doncaster Primary Care Trust)  
Pam Horner, Non-Executive Director, NHS Doncaster and Chairman of the Charitable Fund Committee.

Date:
Corporate Trustee

The Charity’s Annual Report has been prepared by the Corporate Trustee in accordance with Part VI of the Charities Act 1993, the Charities Act 2006 and the Charities (Accounts & Reports) Regulations 2008. During the period funds were held for the benefit of Doncaster Primary Care Trust.

Doncaster Primary Care Trust is the Corporate Trustee of the Charity governed by the law applicable to Trusts, principally the Trustee Act 2000 and the Charities Acts 1993 and 2006. The members of the NHS Board of Directors who served during the period 1 April 2010 to 31 March 2011 were as follows:

Roger Greenwood
Ann Gilbert
Pam Horner MBE
Tony Humphries
Jill Morris
Dr Les Ranson
Albert Schofield OBE
Annette Laban
Chris Stainforth
Dr Tony Baxter
Helen Beard
Julie Bolus (to 5 April 2010)
Dr Alastair Graves
Debbie Hilditch
Carole Donaldson (to 2 August 2010)

Reference and administrative details

The main charity of Doncaster Primary Care Trust Charitable fund, registered charity number 1131557, was registered with the Charity Commission on 9 September 2009.

Following transfer of Community Health Services to Rotherham Doncaster and South Humber NHS Foundation Trust on 01 April 2011 assets held by Doncaster Primary Care Trust Charitable Fund were transferred to the Rotherham, Doncaster and South Humber NHS Foundation Trust Charitable Fund during 2011/12.

Charitable funds received by the charity are accepted, held and administered as funds held on trust for purposes relating to the National Health Service and Community Care Act 1990 and these funds are held on trust by the corporate body.

Structure, governance and management

The charity’s unrestricted fund was established using the Charity Commission’s model declaration of trust for an NHS General Purpose Charity, and all funds held on trust as at the date of registration were part of this unrestricted fund. During 2010/11 legacies were received specifically for St John’s Hospice and these are held in a separate restricted fund within the main charity and used solely for the benefit of the Hospice.

The corporate trustee fulfils its legal duty by ensuring that funds are spent in accordance with the objects of each fund. By designating funds, the Trustee respects the wishes of our
generous donors to benefit patient care and advance the good health and welfare of patients, carers and staff.

The charitable funds available for spending are allocated to specialties within the Trusts’ directorate structure. Each allocation is managed by use of a designated fund within the general unrestricted fund and a separate restricted fund for St John’s Hospice. The funds are distributed by the Trustee for the benefit of the Primary Care Trust’s services.

The Primary Care Trust Board devolved responsibility for the ongoing management of the funds to the Charitable Funds Committee, which administers the funds on behalf of the corporate trustee.

The Charitable Funds Committee meets up to four times a year and consists of two Non-Executive Directors, two Executive Directors, one of which must be the Finance Director or authorised deputy, and two senior members of Doncaster Community Healthcare (provider arm) Executive Committee. The Senior Finance Manager and the Charitable Funds Manager from RDaSH who both attend the meetings also support the committee. Investment brokers and other relevant advisors are invited to attend as required.

Non-Executive members of the Trust Board are appointed or re-appointed by the Independent Appointments Commission. Members of both the Trust Board and the Charitable Funds Committee are not individual trustees under charity law but act as agents on behalf of the corporate trustee.

The accounting records and day-to-day administration of the funds are dealt with by RDaSH Finance Department located at Park Lodge Annexe, St Catherine’s, Tickhill Road, Balby, Doncaster DN4 8QN.

Objectives and activities

The Charitable Trust’s governing document, the Declaration of Trust, incorporates the object or purpose of the Charity which is that:

“The Trustee shall hold the trust fund upon trust to apply the income and at its discretion, so far as may be permissible, the capital, for charitable purposes relating to the general or any specific purposes of the Doncaster Primary Care Trust or to purposes relating to the health service”.

The Charitable Funds Committee takes account of the Charity Commission’s guidance on public benefit in setting or reviewing the guidelines for fund advisers who are authorised to spend charitable funds, and can confirm that the guidelines have been followed.

Reserves

The Trustee has established a reserve policy with the intention of avoiding major fluctuations in the amounts of income available for distribution through the hospice fund and for unforeseen contingencies.

As the Trustee encourages funds to be expended for charitable purposes it aims to maintain a level of resources equivalent to a minimum of three months expenditure for the previous financial year
Projects supported

Many projects and events took place over 2010/11 within Doncaster Primary Care Trust. Every donation, no matter how small, is gratefully received and the hard work carried out to make each charitable funds initiative a success is greatly appreciated. Here are just a few examples of programmes supported during 2010/11.

Productive Community Services

The Charitable Fund has supported a development programme for the community nursing staff employed by the PCT. Through the funding of a programme lead we have been able to improve processes within community health services to enable the teams to work in a more efficient and effective way.

Staff involved in the programme have reported increased motivation and better morale. Patients experience more direct access to nursing staff with improved quality through communications and planning.

Television systems for Hospice patients

During 2010/11 Doncaster Primary Care Trust Charitable Funds used £18,000 to upgrade television services in the Hospice which allow our most vulnerable clients the ability to manage their televisions without assistance. This state of the art system allows rotation through 360 degrees to allow patients to use the television even in a lying position. The need to maintain dignity of patients through these difficult times is essential and feedback on the new television system has been very positive.

In addition, the charity continued to support the purchase of equipment for the hospice including motorised lift and recline chairs helping to improve the patients experience during their time at the hospice.

Hawthorn Ward

Further investment in Hawthorn Ward has continued to improve the environment for patients, helping improve the quality and comfort for staff and patients. This year equipment to assist in the turning of patients has been purchased through the charitable funds.

A change of scenery for Mexborough Childrens Centre

Children using the Mexborough Childrens Centre have had the opportunity this year to get out and about. The charitable fund provided funding of over £1,000 to support Christmas trips for the children to Sundown Adventure Land
Legal and Administration

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NHS Doncaster
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Citigroup Centre
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**Independent Examiner**
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Engagement Lead
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Holbeck
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**Investment Broker**
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