

**THE CHARITABLE TRUSTS FOR THE
UNITED BRISTOL HOSPITALS**

Registered Charity Number 229945

**Annual Report and Accounts
Year ended 31 March 2001**

Overview

Several events have made the last twelve months or so particularly noteworthy for the Charitable Trusts for the United Bristol Hospitals.

In the autumn, two valued Trustees, Sir John Kingman and Mr Roger Baird retired and we welcomed Mrs Joan Breach to our body of Charity Trustees. We are pleased that, subsequently, Gwen Clark has also been recently appointed as a Trustee.

In November, we held our first Annual Public Meeting. Whilst holding public meetings is not a statutory requirement, this was something which we felt would demonstrate our spirit of openness. The meeting was well attended by representatives of the various fundraising groups throughout the United Bristol Healthcare Trust.

During the year we donated £500,000 and, funds permitting, committed a further £500,000 towards the re-provision of the Bristol Royal Hospital for Children which was officially opened by HRH Prince Charles on 2 July 2001.

The building and creation of the UBHT Education Centre has been one of the most exciting projects for the Trustees in recent years. The Charity Trustees had long recognised the need for a new building to act as a focal point for education and training for all staff of the United Bristol Healthcare Trust. Over the years the Trustee body had assembled land opposite the Bristol Royal Infirmary, and thus the opportunity was taken for the Charity Trustees to obtain mortgage funding of £6.3million from the Bank of Ireland to construct an appropriate building on this site. The United Bristol Healthcare Trust agreed to commit to rent the premises on a 27 year lease, during which period the rent will pay off the mortgage. This initiative saved scarce NHS capital resources for other projects whilst providing the facility required as quickly as possible. The building is now occupied by the Institute of Child Health which provides research and education facilities into children's diseases and other factors affecting children's health, as well as the Bristol Medical Simulation Centre which provides training to medical staff on computer linked manikins. The building also houses the Post Graduate Medical Education offices, Resuscitation Services, the Learning Resources and Clinical Skills Departments, and two Computer Assisted Learning rooms. In addition, the building has six tutorial rooms, interview rooms, an observation suite, and three lecture theatres including one of 170 seats fully equipped with modern Audio Visual equipment. By the end of the year facilities for Media will be completed.

During the year, the Charity Trustees were able to make grants in excess of £3 million towards the funding of many projects to help patients and staff, as well as to individual research projects. This has only been possible because of the continued flow of funds from donors and testators. On behalf of all the causes we promote, we would like to thank everyone for the generous support that has been received.

The Charity Trustees now look forward to developing a fundraising strategy which will enable us to raise new monies to continue our support of the United Bristol Healthcare Trust. We are grateful for the continuing liaison with colleagues in the United Bristol Healthcare Trust which enables the Charity Trustees to ensure that funds are applied as effectively as possible for the benefit of patients and staff in the United Bristol Hospitals.

Robert Bryant Pearson, Chairman

THE CHARITABLE TRUSTS FOR THE UNITED BRISTOL HOSPITALS

Registered Charity Number 229945

History

Bodies of Special Trustees were established in 1974, under the National Health Service (Reorganisation) Act 1973, to succeed the then Boards of Governors. Their functions were re-stated in the National Health Service Act 1977 and their activities were governed by that Act and by the Charities Acts of 1992 and 1993.

Two years ago the Secretary of State for Health consulted twenty four bodies of Special Trustees in England about a proposal to change the arrangements for appointing Trustees, from being under the National Health Service Act 1977 to, instead, being under the NHS and Community Care Act 1990. This change widens the responsibilities and powers of the Trustees, identifying them with an NHS Trust rather than with a specific hospital or hospitals. It primarily helps those bodies of Trustees who are linked to more than one hospital and where there is a need to transfer the responsibility for charitable funds following the closure or transfer of a hospital. The Secretary of State decided that the Special Trustees for the United Bristol Hospitals, from 1 April 2000, would be appointed under Section 11 of the NHS and Community Care Act 1990. The Charity was renamed 'The Charitable Trusts for the United Bristol Hospitals' thus reflecting the many funds held on trust, and continues to be registered with the Charity Commission as before.

Administrative Information

The Trustees are appointed by the Secretary of State for Health to receive and administer the charitable funds for the institutions, wards and departments of the United Bristol Hospitals and associated bodies.

The Charitable Trusts for the United Bristol Hospitals hold and administer the trust property specified in Statutory Instruments 2000 615 and 2000 616. The Trustees maintain a policy that any support provided must be capable of being sustained from charitable funds. It is not part of their responsibilities to subsidise the core services that are properly the responsibility of either the United Bristol Healthcare NHS Trust or the University of Bristol.

Aims and Objectives

The aim of the Trustees in fulfilment of their responsibility is to nurture and use their funds to the best possible effect to assist and support the United Bristol Hospitals in improving facilities for patients and the working environment for staff, and to support research and education for the ultimate benefit of patients, consistent with the Charitable Trusts' charitable status.

The Trustees work in close association with the United Bristol Healthcare NHS Trust and with the medical and dental departments of the University of Bristol to the extent that their activities occur within the United Bristol Healthcare NHS Trust. The Trustees are committed to ensuring that all decisions on the disbursement of the funds within their responsibility are in accordance with the policies and objectives of the United Bristol Healthcare NHS Trust.

Mission Statement

The Trustees will consciously and visibly build and utilise a strong sense of team identity and commitment to their goals. The Trustees and their staff believe that they should be people-orientated, recognising the valuable contribution made by individuals.

The aim of the organisation is to provide support to the United Bristol Healthcare NHS Trust, and to the University of Bristol in those areas relating to medicine and research, and in improving conditions for staff and patients.

Method of appointment and selection of NHS Charity Trustees

The constitution of Trustee bodies of Healthcare NHS Trusts should consist of two nominees who are non-executive directors of the relevant Healthcare Trust and the relevant Health Authority respectively, and three lay members.

Advertisements for applicants are placed locally in the media in order to fill vacancies which occur from time to time. Applicants must live in, work in, or be strongly connected with the area served by the Healthcare NHS Trust, and must be able to contribute to the efficient management and application of the properties and funds held on trust, through the application of relevant skills and knowledge, and be able to demonstrate a commitment to the healthcare needs of the local community and the aims of the hospitals to which the funds are to be applied.

NHS Charity Trustees receive no remuneration. Their appointments are made by the Secretary of State for Health, the normal term of appointment being for up to four years. All appointments are based on merit and the principles of independent assessment, openness and transparency of process.

Chairmen are elected by their peers. There is, therefore, no distinction in the appointment process between Chairmen and other Trustees.

Charity Trustees' Office:

The Abbot's House
Blackfriars
Bristol
BS1 2NZ

Tel: 0117 927 7120

Fax: 0117 925 2017

Email: Trustees@ctubh.demon.co.uk

Officers and Advisors to the Charity Trustees:

Clerk to the Trustees
Rosina J Clarke

Director of Finance
Mr Christopher S Marshall

General Manager
Mr Paul D Wren

Legal advisors
Lyons Davidson, Bristol
Ropes & Gray, Boston, Mass, USA

Auditors
RSM Robson Rhodes, Bristol

Stockbrokers
Cazenove, London

Land and property agents
Alder King, Bristol

Planning Consultants
MVM Planning Limited

Quantity Surveyors
A L Currie & Brown, Bristol

Architects
Atkins, Walters & Webster Limited
Rogers Design Associates

Consulting Engineers
Hastings Clements and Leach Limited
King Cathery Partnership

The Charity Trustees for the period of this report were:

Mr Robert Bryant Pearson FRICS (Chairman of the Charity Trustees)

(Term of Office: February 1999 to September 2003)

Relevant interests:

- Former Non-Executive Director of the United Bristol Healthcare Trust
- Director and Chief Executive of Allied Surveyors plc
- Director and Chairman of Allied Relocation Ltd
- Director of Movers Pack Ltd
- Director and Chairman of PentaMed Ltd
- Director of Education Centre Management Ltd

Mr Malcolm Hanney

(Term of Office: October 1999 to March 2003)

Relevant interests:

- Chairman SW Local Government Association (Vice Chairman from July 2001)
- Vice Chairman SW Local Regional Assembly
- Councillor of Bath and NE Somerset Council (also Co-Leader until May 2001)
- Director of Bath and NE Somerset Care Network (until 31 March 2001)
- Director of Avon Health Authority (until 31 March 2001)
- Director of Theatre Royal Bath Ltd (until July 2001)
- Director of Education Centre Management Ltd
- Chairman of Bath and NE Somerset Primary Care Trust (from 26 February 2001)

Julie Austin

(Term of Office: November 1999 to September 2003)

Relevant interests:

- Solicitor, Beachcroft Wansbroughs – area of work is clinical negligence and medico-legal advisory work
- Director of Education Centre Management Ltd
- Committee member (co-opted of the Friends of Bristol Eye Hospital)

Sir John Kingman FRS

(Term of Office: April 1986 to September 2000)

Relevant interests:

- Vice Chancellor of the University of Bristol (until August 2001)
- Former Chairman of the Science and Engineering Research Council
- Director of Colston Research Society
- Director of The Bristol Initiative
- Director of The Theatre Royal Bristol
- Director of Newman Fellowships
- Committee of Vice-Chancellors and Principals of the Universities of the United Kingdom
- Deputy Chairman of the Bristol United Press plc and of its subsidiary Western Newspapers Ltd

Mr Roger Baird BSc Hons Anatomy; ChM; FRCS
(Term of Office: February 1999 to September 2000)

Relevant interests:

- Consultant Surgeon and former Medical Director of the United Bristol Healthcare Trust
- Director and past Chairman of Litfield House Medical Centre Ltd
- Director and Treasurer of European Society for Vascular Surgery Ltd
- Director of Bristol Zoo Enterprise Ltd
- Trustee of the European Society for Vascular Surgery
- Principal Investigator of Vasogen Inc

Joan Breach FCA

(Term of Office: October 2000 to September 2004)

Relevant interests:

- Director of Hawksworth Securities plc
- Director of Principality Holdings Ltd and Principality Holdings Management Ltd
- Director of Delode Ltd
- Director of Ringable Ltd
- Director of Mauretania Estates Ltd
- Director of Surthurst Ltd
- Director of Stockmead Ltd
- Director of Nicolglan Ltd
- Director of Pathred Ltd
- Director of Farthingford Properties Ltd
- Partner – Hawksworth Peterborough Partnership
- Committee member and Trustee of ‘Friends of Bristol Oncology Centre
- Trustee of Breach Charitable Trust

New Trustee Appointment

Gwen Clark

(Term of Office: August 2001 to September 2004)

Relevant interests:

- Non-Executive Director of the United Bristol Healthcare Trust
- Fellow and past Chairman of the Chartered Institute of Personnel and Development (CIPD)
- UK President of the International Association of Career Management Professionals (IACMP)
- Member of the South West Regional Committee Institute of Directors (IOD)
- Fellow of the Royal Society of Arts (RSA)
- Salvation Army

The United States Foundation

The Foundation was set up in order that the Trustees could receive donations from America in a tax efficient way.

Trustees for the United States Foundation for the period of this Report were: Mr Robert Bryant Pearson, UK (President of the Foundation)

Mr Bruce Komiske, USA

Mr Paul Wren, UK

Funds held on trust by the Charity Trustees

Unrestricted General Purpose Funds

These are funds held for general purposes. The Charity Trustees have the freedom to use them at their discretion to provide support for patients and staff, medical research and clinical developments throughout UBHT where these are not normally funded from central government.

General Purpose Funds

These are funds held by each institution comprising UBHT and can only be used within the particular institution for which they are designated. They are administered at the discretion of the Charity Trustees. The support provided by the Charity Trustees, from their General Purpose Funds has taken a number of forms during the year. A few examples are:

- Nursing bursaries – enable significant numbers of UBHT nurses to further their education
- Staff Holiday Playscheme – an annual grant is made towards funding this valuable facility for the children of members of staff
- Samaritan Fund – providing assistance for those patients who have no other financial help to generally alleviate hardship
- Hospital Broadcast Society – an annual grant is made to facilitate this important service to in-patients
- Televisions on wards
- Christmas – funding provides support for the Staff Christmas meal, ward and departmental decorations, gifts for children in hospital over the Christmas period etc
- Chaplaincy services in the United Bristol Hospitals
- Long Service Awards and Retirement Parties for staff
- Bereavement Support Group
- Clinical Audit Oscars – annual funding of the first and second prizes. Winners are chosen from amongst high quality clinical audit projects, all of which help to ensure that patients receive the best possible benefits
- UBHT Sports Club – an annual grant is made to the Sports Club which enables the purchase of kit to be made for the various teams, and for an annual exchange with Nantes to take place
- NHS Retirement Fellowship – an annual grant to support the Fellowship in promoting the welfare and interest of retired NHS staff

Special Purpose Funds

These funds form a large part of the Charity's funds. It is the duty of the Trustees to ensure that they are used for the purpose specifically intended by the donor and they are therefore earmarked for these purposes. The Charity Trustees administer each of these funds on the advice of their individual fund advisors. In 2000/2001 there were 450 special purpose funds.

During the year there have been numerous equipment purchases and research projects undertaken by individual wards and departments, and fund advisors for the ward and departmental funds are able to advise the Charity Trustees to support a number of staff training and welfare projects. For example, amongst other things, upgrades have been carried out to the nurses stations on Ward 61 Level F Bristol Haematology and Oncology Centre, and Level E St Michael's Hospital.

Items of equipment over £5,000 include:

- Cardiac Catheter Machine (which will continue to be leased for a further two years)
- CPAP Drivers (ventilators) for the Special Care Baby Unit
- Cooling blanket for children following cardiac surgery
- Flexible laryngoscope
- Colposcopy chair for Urology
- Ultrasound probe and printer for Paediatric Cardiology
- Resource and education equipment for the new Training Room H Floor Bristol Haematology and Oncology Centre
- Incubators for the Neonatal Intensive Care Unit
- Paediatric Otolaryngology equipment
- Stretcher Chair for Ward 5B in the Bristol Royal Infirmary
- Virtuoso Workstation and related software for the Radiology Department
- Digital Radio-Test System for the Bristol Haematology and Oncology Centre

Endowment Funds

These funds are held as capital-in-perpetuity so that only the income is available for distribution by the Charity Trustees.

Legacies 2000/2001 (£5,000 and over)

Bristol General Hospital

S Morgan	£ 9,282	William Lloyd Day Hospital
----------	---------	----------------------------

Bristol Haematology and Oncology Centre

J Balkwill	£57,495	Research & Development (J Bullimore)
P Herrington	£20,000	Medical Equipment
E Shinner	£28,639	General Purposes
F Stone	£ 8,392	General Purposes
R Trimble	£37,297	General Purposes

Bristol Royal Infirmary

B Colley	£44,311	Scanner
I Down	£16,333	Scanner
G Hidden	£66,882	Cardiac Surgery
R Keen	£ 8,734	Scanner
O King	£ 5,916	Scanner
A Taylor	£35,220	General Purposes
G Tippins	£23,409	Patient and Staff Amenities

Bristol Eye Hospital

E Durbin	£70,953	General Purposes
C Evans	£39,637	General Purposes
F Packer	£10,000	General Purposes
F Williams	£10,998	General Purposes

Bristol Royal Hospital for Children

N Drewitt	£ 8,088	General Purposes
D Younger	£ 8,515	General Purposes

Medical Research Committee

I Down	£49,000	Arthritis Research
T Hetherington	£25,000	Cancer Research
L Whitehorn	£46,000	Cancer Research

The Trustees wish to acknowledge with gratitude all the legacies they have received, totalling £675,000 for 2000/2001

Research and Training

Medical and Non-Medical Research Committees:

Bequests and donations received for medical research tend to be earmarked for specific hospitals or specific funds and this greatly limits the Trustees' ability to assist the generality of medical research. The Trustees are currently formulating a fundraising strategy which will primarily be geared towards 'Medical Research at the United Bristol Hospitals' which will give the Trustees the necessary latitude as and when funds from efforts of this nature are received. Meanwhile, funds which have been donated/bequeathed for research into diabetes, leukaemia in children, cancer, and disorders of the eye have been identified. These funds were not so specific as to have to be placed with the existing fund advisors for those specific purposes and, therefore, provided peer-review confirms that these moneys are applied to the headings as stated in general, some latitude will be achieved.

Projects submitted to these committees for consideration are peer-reviewed and of extremely high quality. The research is included in the Healthcare Trust Culyer return. Of course, research is also carried out in other areas by various individual fund advisors. There are many examples of this, which include leukaemia, infant death syndrome etc.

The Bristol Medical Simulation Centre:

This represents a major investment by the Trustees in the advanced training of medical and non-medical staff who have to deal with both routine and emergency situations. The training is geared specifically to the needs of a wide range of medical and healthcare professionals. At the time of writing this report the Bristol Medical Simulation Centre is the world leader in its field. It utilises the most advanced Human Patient Simulator and scenario software, lecture theatre and audio visual equipment. It has added to these extensive facilities with the acquisition of a Paediatric Simulator, which has increased the opportunities to train clinicians and others throughout the United Kingdom.

Finance Investments

Investment Policy

The Trustees wish to maximise the income from retained funds by the prudent investment in property and quoted securities, taking into account available dividend and rental yield, and potential growth in the value of the investments.

All investments will be made on due consideration of the advice and recommendation of specialist property and investment advisors of the Trustees, subject to the investments meeting ethical constraints.

Reserves Policy

The Trustees wish to provide long term support to the United Bristol Healthcare NHS Trust and the University of Bristol for research, and development, of medical services.

In order to ascertain the level of reserves to be maintained, the Trustees will review, on an annual basis, the levels of funds held and the reliability of each source of income and the prospects for new sources of income.

In conjunction with the above, the Trustees will prepare a schedule of commitments for the year, and for successive years, where a scheme extends beyond one year's duration. Consideration will also be given to planned expenditure for the succeeding three years.

On completion of the above, the Trustees will be able to establish if the reserves held are adequate to meet the needs of the charity for the four year period.

Property Investments

The Trustees are currently holding investment properties, revalued at 31 March 2001, amounting to £3,920,000 which generates an income of £300,000 per annum.

Additionally, the Charity Trustees have provided an Education Centre to provide training facilities for the United Bristol Healthcare NHS Trust and to house the Bristol Medical Simulation Unit. The valuation of this site is £6.7m.

Summary Financial Report

In 2000/2001 the Charitable Trusts for the United Bristol Hospitals expended £3,461,000 compared with an income of £3,169,000. The deficit, after adjusting for realised and unrealised losses on investments, shows a net outflow of funds of £573,000 and the balance of funds at the year end totalled £10,265,000 (1999/2000 - £10,838,000).

Income for the year, excluding legacies, reduced by over £0.2m compared with the previous year, to £2.4m, (1999/2000 £2.6m). Similarly, the income from legacies reduced to £0.8m compared with £1.0m for the previous year.

Expenditure for the year increased, and totalled £3.5m (1999/2000 £3.3m). Of this sum, expenditure incurred on the provision of patients' amenities, staff amenities and research was maintained at £2.3m, whilst grants to the United Bristol Healthcare NHS Trust increased by £0.5m to £0.9m. As for last year, grants were made for the upgrading of St Michael's Hospital's Central Delivery Suite and lease of the BRI Cardiac Catheter machine - £0.4m and, additionally, the Trustees provided £0.5m towards the cost of the new Bristol Royal Hospital for Children. Expenditure on fundraising and management expenses was maintained at £0.3m.

The Report and Accounts are prepared in accordance with the Statement of Recommended Practice Accounting by Charities (SORP – Revised 2000).

A full copy of the audited financial returns for the Charitable Trusts for the United Bristol Hospitals is available on request, in writing, from the Director of Finance.

THE CHARITABLE TRUSTS FOR THE UNITED BRISTOL HOSPITALS
STATEMENT OF FINANCIAL ACTIVITIES

	2000/2001 £'000s	1999/2000 £'000s
<u>INCOMING RESOURCES</u>		
Donations	1,823	1,962
Legacies	780	1,016
Investment Income	491	584
Other	75	78
<u>TOTAL INCOMING RESOURCES</u>	<u>3,169</u>	<u>3,640</u>
<u>RESOURCESEXPENDED</u>		
Direct Charitable Expenditure:		
Grants Payable to other NHS Charities		124
Other Grants Payable	3,189	2,865
Total Direct Charitable Expenditure	<u>3,189</u>	<u>2,989</u>
Other Expenditure:		
Fundraising & Publicity	23	24
Management & Administration	249	275
Total Other Expenditure	<u>272</u>	<u>299</u>
<u>TOTAL RESOURCES EXPENDED</u>	<u>3,461</u>	<u>3,288</u>
Net Incoming / (Outgoing) Resources	(292)	352
<u>GAINS & LOSSES ON INVESTMENT ASSETS</u>		
Movement in value of investments	(281)	251
<u>NET MOVEMENT IN FUNDS</u>	<u>(573)</u>	<u>603</u>
Fund Balance brought forward at 31st. April 2000	10,838	10,235
Fund Balance carried forward at 31st. March 2001	<u>10,265</u>	<u>10,838</u>

THE CHARITABLE TRUSTS FOR THE UNITED BRISTOL HOSPITALS

BALANCE SHEET AS AT 31st MARCH 2001

	31st. March 2001 £'OOOs	31st. March 2000 £'OOOs
<u>FIXED ASSETS</u>		
Tangible Assets	395	448
Investments	14,066	9,796
<u>TOTAL FIXED ASSETS</u>	<u>14,461</u>	<u>10,244</u>
<u>CURRENT ASSETS</u>		
Debtors	1,344	522
Short Term Investments & Deposits	1,222	949
Cash at Bank and in Hand	96	109
<u>TOTAL CURRENT ASSETS</u>	<u>2,662</u>	<u>1,580</u>
Creditors: Amounts falling due within one year	1,593	986
Net Current Assets	1,069	594
TOTAL ASSETS LESS CURRENT LIABILITIES	15,530	10,838
Creditors: Amounts falling due after one year	5,265	
<u>TOTAL NET ASSETS</u>	<u>10,265</u>	<u>10,838</u>
Endowment Funds	80	80
Restricted Funds	9,465	9,907
Unrestricted Funds	720	851
<u>TOTAL OF ALL FUNDS</u>	<u>10,265</u>	<u>10,838</u>

AUDITORS REPORT

We have audited the Statement of Financial Activities and Balance Sheet which have been approved by the Charity Trustees on 21 September 2001. In our opinion the financial statements give a true and fair view of the funds held on trust at 31 March 2001 and of the incoming resources and application of resources for the year then ended and have been properly prepared in accordance with the Charities Act 1993

RSM Robson Rhodes,
10 Queen Square, Bristol BS1 4NT.

THE CHARITABLE TRUSTS FOR THE UNITED BRISTOL HOSPITALS
Registered Charity No 229945

If you would like to help the Trustees to continue their work for the benefit of patients and staff of the United Bristol Hospitals please do not hesitate to contact us.

The income of the Charitable Trusts is variable and unpredictable, because so much is derived from the generosity of patients and their relatives who wish to make donations, or provide for the United Bristol Hospitals by means of legacies.

The Charitable Trusts for the United Bristol Hospitals are accountable to the Charity Commissioners, and the management of funds is governed by the 1993 Charities Act.

The Trustees, who are appointed by the Secretary of State for Health, are independent of the United Bristol Healthcare Trust, but work closely with the Healthcare Trust to enable the Hospitals to continue to provide high quality patient care, research and teaching in many fields of medicine.

Donations

All donations are welcome, no matter how small. Cheques and postal orders should be made payable to “The Charitable Trusts for the United Bristol Hospitals” and sent to:

The Clerk to the Trustees
The Charitable Trusts for the United Bristol Hospitals
The Abbot’s House
Blackfriars
Bristol
BS1 2NZ

Legacies

You may wish to make a bequest in your Will. Any solicitor or trustee department of a bank can give advice on the appropriate wording of a Will; alternatively, telephone the Trustees’ office for assistance.

If you would like to make a donation to the Charitable Trusts for the United Bristol Hospitals, please do not hesitate to contact the Trustees’ office:

Telephone: 0117 927 7120
Facsimile: 0117 925 2017
Email: Trustees@stubh.demon.co.uk

To help the United Bristol Hospitals provide the best care for patients, please return this form to:

Charitable Trusts for the United Bristol Hospitals, The Abbot’s House, Blackfriars, Bristol BS1 2NZ
Telephone: 0117 927 7120

Name:

Address:

Post Code:..... Telephone:

I would like to support the United Bristol Hospitals and enclose my donation of £

Please make cheques payable to the Charitable Trusts for the United Bristol Hospitals

I would like to donate by Gift Aid. Please send me a form

I would like to discuss making a legacy to the United Bristol Hospitals

Thank you for your kind support