



OXFORD RADCLIFFE HOSPITALS

# Charitable Funds



## Annual Report *2007/8*

# Chairman's Statement

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## **Peter Bagnall**

Chairman of the  
Section 11 Trustees of  
Oxford Radcliffe Hospitals  
Charitable Fund

This past year has been one of transition for Oxford Radcliffe Hospitals (ORH) Charitable Funds as our primary fundraising focus shifted from the Children's Hospital Campaign to the new Cancer Campaign. We achieved a high profile across the region with the CHOx (Children's Hospital, Oxford) Campaign, and are now building on this by seeking increased recognition for other fundraising projects across our hospitals. We are therefore aiming to engage our diverse community more widely with our charitable aims.

In the year of April 2007 to March 2008, we spent over £5m on charitable projects. This included £1.3m spent on patient welfare items, £1.2m on medical research, some £0.5m on medical equipment and a further £0.5m towards the CHOx Campaign.

There is a huge variety of expenditure summarised in the following pages, but all with a common goal of improving healthcare for our community at the Oxford Radcliffe Hospitals. We are very proud of our achievements, which are described in detail below and optimistic about the year ahead in which we will be supporting important developments for cancer and cardiac patients in particular.

On behalf of the Section 11 Trustees and Oxford Radcliffe Hospitals Charitable Funds, I would like to record our sincere thanks to all our donors, fundraisers, sponsors, volunteers and fund advisors for their contributions. They are too numerous to mention each by name, but this report is a tribute to their collective achievements. I would also like to thank our Trustees for all their hard work and continuing support of this organisation and am confident that we will continue to grow and enable a level of excellence in care and treatment at the ORH that NHS funding alone would not be able to provide.

A handwritten signature in black ink that reads "Peter Bagnall". The signature is written in a cursive style with a horizontal line underneath.

**Peter Bagnall** – Chairman of the Section 11 Trustees of Oxford Radcliffe Hospitals Charitable Fund

# Mission Statement

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Oxford Radcliffe Hospitals (ORH) Charitable Funds exists to support the work of the ORH NHS Trust in providing the best possible healthcare for the people of Oxfordshire and beyond, raising standards above the level that limited NHS funding alone would allow.

This involves enhancing the hospital environment for patients, funding research, purchasing equipment that will make a real difference to patients, and contributing to staff development and training. The hospitals that we support are the:

- John Radcliffe Hospital, Oxford, which includes the Children's Hospital, Oxford (CHOX)
- Churchill Hospital, Oxford
- Horton General Hospital, Banbury



# Activities and achievements

**REVIEW OF 2007/08** – the purpose of the Charity is to support and benefit the ORH NHS Trust in the most effective ways it can. As such, we are guided in our work by the strategic objectives of the Trust and the priorities it sets for the year.

## CHOx

The Children's Hospital remained a high priority and we celebrated its first anniversary in January 2008, inviting some of our young patients and key supporters to join us for 'birthday' cake. A plaque in the atrium now officially records our gratitude to a long list of supporters who contributed to our highly successful campaign. Thanks to a huge cross-section of the regional community, the campaign total stood at £13.9m by March 2008.

The Children's Hospital has been widely admired, for its child-friendly design, state-of-the-art equipment and facilities that make life easier for families. Most rooms have a built-in sofa bed and storage next to them so parents can always stay close to their children. Alternatively, parents can stay at Ronald McDonald House, purpose-built family accommodation, on the top floor of the hospital.

Although the original fundraising target of £15 million has not yet been reached, we are very pleased with the progress to date. We had never previously attempted such an ambitious goal and great progress has been made in building relationships with partners across the local community and developing our fundraising infrastructure.

We continue to receive extremely generous support and this year saw several of our major supporters complete, and often exceed, their pledges. This included the Jabble family, who organised a highly successful dinner and lottery for Kamran's Ward, Mr and Mrs J A Pye Charitable Settlement, Mr Bean Consortium, the Dr Mortimer and Theresa Sackler Foundation, the Thoroughbred Breeders Association, Doris Field Charitable Trust, the Trusthouse Charitable Foundation, Prodrive and Buildbase.



The CHOx golf day, sponsored by the Co-operative Bank, took place in May, bringing in £7,000 and another successful sponsored abseil in September raised a further £32,500.

Following on from the success of the CHOx Campaign, a Benefactors' Board has been created to guide future fundraising. A Fund for Children will be established to allow donors to continue to support paediatric care and treatment not only in the Children's Hospital but also in areas such as the Neonatal Intensive Care Unit, situated in the Women's Centre, and the children's ward at Banbury's Horton General Hospital. Around 65,000 children, from across Oxfordshire and – for more specialist conditions – from across the UK, are treated each year at the ORH.

Penny Hambridge, an experienced paediatric nurse and fundraising professional, was appointed to a new role as Children's Development Officer, to develop and coordinate fundraising relating to any of our children's services.

The Benefactors' Board, consisting of community supporters, parents, clinical representatives and members of the fundraising team will meet four times a year, and play an important role in developing fundraising strategy and making recommendations to the Charitable Funds Trustees as to the use of the Fund for Children.



Children's Hospital (CHOx)



Abseil for CHOx



The Jabble family on Kamran's Ward

## The Cancer Campaign

In October 2007 the Cancer Campaign was officially launched, supported by a volunteer committee chaired by Neil Ashley, former chairman of the ORH and long-term supporter of the hospitals. By March, £600k had been raised towards the £2 million target. More importantly, the foundations had been laid to help us achieve this goal, which will significantly enhance the new Oxford Cancer Centre, due to open in November 2008 on the Churchill site.

This new £109 million facility will be a regional centre of excellence, with a catchment of around 2.5 million people. It will bring the vast majority of clinical specialists together under one roof for the first time, making it easier for them to share knowledge and ensure the best possible outcome for each patient. Bringing different areas together means that we will be able to schedule more related clinics at the same time, meaning that patients undergo fewer repeat visits.

The campaign aims to fund high-tech equipment, including three Computer Integrated Theatres, and improve the environment for patients, relatives and staff by landscaping the garden terrace areas and furnishing day rooms.

The first major project to receive support was the construction of the Jane Ashley Garden on the roof terrace adjacent to the Jane Ashley Centre. Support from the Ashley Charitable Trust has enhanced the environment for patients facing breast cancer surgery for more than a decade and this latest support will benefit patients throughout the new facility.

Ann Bowler also made a very early commitment to the campaign in memory of her husband, Colin. Staff at the Colin Bowler Reception Desk will greet visitors to the Centre and Ann's support as an active volunteer on the campaign's committee has been inspiring.

The ORH is also committed to providing outpatient services close to patients' homes where possible and, in line with this, a £300,000 expansion to the Horton General's Brodey Centre is included within the campaign target. The Brodey Centre is Banbury's cancer outpatient facility and sees around 2,000 patients each year, for treatments including chemotherapy and blood transfusions. Recent years have seen a national increase in chemotherapy activity and the Brodey Centre needs to respond accordingly. By the end of March 2008, £80,000 had been raised for the expansion, and we were very grateful for support from the PF Charitable Trust.

Bequests and donations contributed to the Cancer Campaign, allowing the purchase of a range of items to enhance the comfort of patients, including pressure-relieving mattresses and scalp coolers.



Consultants made compelling cases as to the benefits that Computer Integrated Theatres will bring to patients who undergo upper or lower gastrointestinal, urological or gynaecological surgery. With the enthusiastic support of key stakeholders fundraising got off to a strong start with a gift of £20k from Risk Management Services (Chiltern) Limited and plans were made for a dinner and auction with rugby star Lawrence Dallaglio in June 2008 and dinners in 2009 with Matthew Pincet and others. The former England captain, Lawrence Dallaglio, also agreed to take part in a short film about the Cancer Centre, production of which was donated and co-ordinated by Wesley Smith and ITV Thames Valley. It can be viewed online at [www.cancercentrexon.nhs.uk](http://www.cancercentrexon.nhs.uk). As with the Children's Hospital Campaign, we are very grateful to Wesley and ITV Thames Valley for their support of the Cancer Campaign. Plans are underway for other major events, to include a fundraising abseil.

In May 2008 the Kay Kendall Leukaemia Fund confirmed a grant towards the new Cancer Centre to buy a robot for Pharmacy and to equip and furnish a day room for haematology patients.



Cancer Centre Garden



Brodey Centre (Horton)



Cancer Centre



Staff on The Jane Ashley Unit

## The Geratology Appeal

A smaller £200,000 appeal started in December 2007 to support the improvements to facilities for older patients at the John Radcliffe. The ORH Trust is investing £4.2 million in a renovation of level 4, which will mean that all geratology patients will enjoy single room accommodation, with many rooms en suite, from August 2008.

To complement this development, ward sister Ann Readhead was granted a sabbatical from nursing duties to lead the fundraising appeal, with support from the Charitable Funds team. The main focus is the courtyard area, once a children's playground, which requires a complete transformation in order to make it an accessible, safe and pleasant outdoor space for our older patients and their visitors. Part of the garden will be designed as a therapy assessment area, which will also be used to assist patients at the Lionel Cosin Day Hospital. The appeal will also seek to fund sofa beds to give relatives the option to stay overnight in the larger patient rooms, art work and equipment for the two ward areas.

By the end of March 2008, a total of £74,000 had been raised, including substantial donations from Voluntary Services, the Oxford Hospital Services Charity and a major bequest from Charles Morrison to the general fund, part of which was put towards the appeal.



# Other projects

As well as the major campaigns, Charitable Funds supports patients, their families, friends and staff in many different ways. There are over 700 individual funds across the ORH and the following reports are intended to give a flavour of the variety of different activities they support.

## Julian Starmer-Smith Lymphoma Fund

The object of this Fund is to support research into biological and clinical aspects of lymphoma (a diverse group of cancers of the lymphatic system, a connecting network of glands, organs and vessels). Dr Charles Lawrie was appointed as the Starmer-Smith post-doctoral fellow and has been leading the scientific studies. His main research interest has been looking at small regulatory RNA molecules (present in the cells of all living beings and essential for the synthesis of proteins) that are known to be important in regulating key oncogenic proteins (i.e. with potential to cause cancer).

The Fund also supports a Research Administrator and will be supporting a lymphoma tissue banker. Both of these posts will play an essential part in supporting the clinical and research programmes.

## Renal Dialysis Fund

Around £20,000 was used to purchase a transonic flow monitor, used in patients on haemodialysis to identify poorly functioning fistulas. A fistula is the vital "tap", actually a blood vessel, that allows blood to be taken from and returned to a patient during their haemodialysis (blood) dialysis treatment. The monitor allows staff to spot a malfunction early, so that it can be corrected before complete failure occurs. This allows us to plan corrective treatment without resorting to the use of plastic catheters with their inherent greater risk of infection. This strategy is an important contribution to the high standard of dialysis care in the Oxford Kidney Unit.

Our programme achieves and maintains one of the highest rates of natural access (>80%) in the UK, despite a high turnover and number of patients.

A further £25,000 was used to refurbish the renal unit seminar room and provide high-quality, air-conditioned teaching space. New windows and blinds provide complete blackout for projection of images or video from a new ceiling-hung projector.

## Haematology Trials Fund

The haematology trials fund has provided salary support in the last 12 months for a research registrar working on new treatment for graft versus host disease after bone marrow transplant. This salary is now provided by the Leukaemia Research Fund following a successful grant application. The fund has also provided £60,000 for myeloma research and data manager funding. Smaller sums have been used to fund the travel of consultants, registrars and laboratory staff to national and international meetings.



Funding for laboratory equipment

## The Jane Ashley Unit Fund

The name 'Jane Ashley' originates from an inspirational woman who had breast cancer. A ward was founded in her memory in 1995, dedicated to caring for women undergoing surgical treatment for breast cancer. At the same time, a charitable fund was created with the aims of improving the ward environment and enhancing the training and education of ward staff. The fund will continue to be used for this purpose in the new Jane Ashley Women's Centre (in the new Oxford Cancer Centre), which is due to open later in 2008.

During the year 2007/2008, due to the generosity of donors, the ward was able to purchase a scalp-cooler (£7,307) which is used to prevent hair loss in patients undergoing chemotherapy. The fund has also enabled some of the nurses and nurse specialists to attend individual study days and short courses relating to breast cancers, ensuring that staff on the unit are fully aware of the innovative research and treatment in this specialised field.

### JR Radiographer Training & Paediatric Fund

During 2007 to 2008 this fund has been able to spend £14,500 to support ORH radiographers and the John Radcliffe children's radiology service in several ways. Two radiographers were sponsored to attend the 2007 meeting of the Radiological Society of North America, in Chicago. This is the largest annual radiology conference and offers attendees an opportunity to view the latest developments in radiology equipment and attend lectures from world-class experts.

The fund also partially sponsored two radiographers to visit the Kilimanjaro Medical Centre in Tanzania with the Trust THET (Tropical Health Education Trust) team to support the education and professional development of radiographers there. In addition, some games were purchased for the radiology department in the Children's Hospital.

## Heads Up

Heads Up has raised just over a quarter of a million pounds in less than three years for research into head and neck cancer. Following the appointment of Stephan Feller as Research Scientist in November of 2006, Heads Up now also funds Stephan's Research Technician. Fundraising continues to go well with an army of supporters generously offering auction lots such as an executive four-day trip to Monaco for the Formula 1 Grand Prix, a rugby ball signed by all the World Cup winning captains and a corporate hospitality four-day package to Paris for the 2007 Rugby World Cup. Heads Up is confident that it will continue to reach its financial and clinical targets.

## Neuroscience Conference & Neuroscience Unit Teaching Schedule (NUTS) Fund

Last year, the Neuro Intensive Care Unit held a very successful and educational tracheostomy study day, which was attended by over ninety delegates from hospitals across the country. Drug and equipment representatives were also present with their trade stands which attracted a great deal of interest from the delegates.

The Unit was also fortunate enough to be able to purchase three Codman express boxes, which measure the build up of intracranial pressure in the brain. This was made possible by a generous response to some posters, created by Charitable Funds and displayed in the relatives' waiting area, which explained the benefits of this equipment and appealed for support.

# Fundraising news

The fundraising team had a busy and successful year. In addition to the campaign and appeal work reported above, a diverse range of individuals and organisations were supported in activities from an ice hockey tournament to a sponsored fancy dress pancake race, organised by Occupation Therapy staff at the Churchill. We again had five places in the London marathon, with our runners collectively raising just over £12,800.

We extended our links with the Oxfordshire business community by engaging Susannah Maxa in a part-time corporate fundraising consultancy role. Many local businesses gave generous support this year including Allen Associates, who have sponsored several events; Newsquest, who continue to be an active media partner; and local radio station Jack FM who sponsored a Christmas mailing that raised over £5,000.



Pancake Race exertions!



The creation of the post of Communications & Stewardship Manager in September further extended the capacity of the team. A new quarterly magazine, TORCH (The Oxford Radcliffe Charitable Headlines) was launched in autumn 2007 to replace the Children's Hospital newsletter, and reflect the broadening of our fundraising horizons.

# Looking ahead

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## ONGOING AND NEW PROJECTS

### Cancer Campaign

In the year ahead, the focus for Charitable Funds will continue to be the Cancer Campaign and the achievement of its £2million target, through a range of different fundraising initiatives, with the support of clinical staff and the involvement of the local community.

Particular priorities will be to secure funding for three computer integrated theatres, for upper-gastrointestinal surgery, lower gastrointestinal surgery and gynaecological/urological surgery; and to ensure that the outdoor terraces are transformed into comfortable seated areas, with plants and sculptures where appropriate.

### Fund for Children

We will continue to support developments in the Children's Hospital and ensure that it is maintained at its current, very high standard. In order to achieve this, and to enhance children's services right across the ORH, we are setting up a Fund for Children. Caroline Compston and a committee of volunteers have agreed to organise a second Dorchester Abbey concert, with celebrity readings, in December which will also act as a high-profile official launch event for this new fund.

### Geratology Appeal

It is hoped that the year 2007-08 will see the completion of the £200,000 appeal. This will enable the creation of a sensory garden on level 4 of the John Radcliffe, and other enhancements for older patients, as described above.



## Cardiac Campaign

Elsewhere on the John Radcliffe site, the ORH Trust is expanding the cardiac services and, by late 2008, we will begin supporting this development by raising an additional sum in the region of £2 million. Funds are sought to maximise the potential of the new facility, provide some additional high-tech equipment, enhance the patient environment and create a new gymnasium to assist with the rehabilitation of cardiac patients.

One significant project will be the provision of audio-visual equipment to provide teleconferencing facilities in a dedicated teaching and education suite.

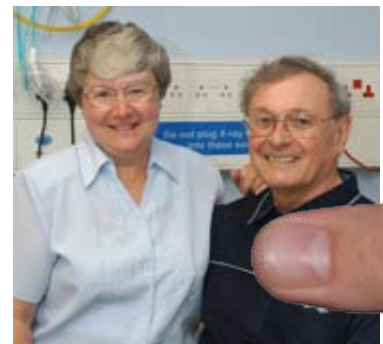
The ORH already has a world-class reputation for cardiac care and research and this will allow us to showcase our work further; host and participate in more conferences, continue making significant contribution to research and teach a new generation of specialists and scientists.

Fundraising will also enable us to specially equip one of the new catheter laboratories, to facilitate new procedures to replace heart valves in patients who are too ill or elderly to undergo open heart surgery. We hope as well to fund an advanced clinical information system, to store and monitor every element of patient data, which will help staff to provide the most appropriate and informed care, as well as assisting with the collection of research data.

We will also continue to support fundraising throughout the Oxford Radcliffe Hospitals, by working with Fund Advisors, Trust professionals, volunteers and other partners to maximise the opportunities for patients in all areas of our hospitals to benefit from charitable support.



Oxford Heart Centre



Mr Barker  
"...so glad to be alive!"

# About us

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## HOW WE ARE STRUCTURED

Oxford Radcliffe Hospitals Charitable Funds is an independent registered Charity (UK charity number 1057295), which exists to raise, receive, manage and distribute donations for the benefit of the Oxford Radcliffe Hospitals NHS Trust.

The Charity was established by Declaration of Trust in July 1996, the Trustee at that time being a corporate body. In April 2003 an independent board of Trustees were appointed under Section 11 of the NHS & Community Care Act 1990. These independent Trustees manage the assets of the Charity and comply with all current statutory requirements, the requirements of the charity's governing document and of SORP 2005.

The Charity is made up of approximately 750 different funds, which each have a specific purpose. This may be to benefit a particular area of the hospital or medical service, to support a research project or to fund certain training and development services for clinical staff. All money received by the Charity is placed in these individual funds and held on trust by the Trustees to ensure that the wishes of our donors are honoured.

Each fund has a Fund Advisor (usually a member of staff with specialist knowledge in the relevant area) who is responsible for managing the fund on behalf of the Trustees and ensuring that the money is spent appropriately, in accordance with charity law and in line with the wishes of the donor. The Fund Advisors liaise with the central Charitable Funds Department and receive monthly financial statements, guidance information and ongoing support and advice from the Charitable Funds team.

**"...some 750  
individual  
charitable funds  
managed  
through our  
Fund Advisors"**

## OUR TRUSTEES AND STAFF

### The Trustees

The Charity is managed by independent 'Section 11' Trustees appointed by the Department of Health Appointments Commission. These Trustees have ultimate responsibility for all activity within the Charity and meet to make recommendations and decisions regarding issues such as safe investments and ethical fundraising. Although the Charitable Funds staff are employed through the NHS Trust, they are funded by Charitable Funds and are answerable to the Trustees.

When new Trustees are appointed, they receive a thorough induction and training programme, which includes spending time with the operational staff who administer the Charity and manage fundraising activity. Our trustees are appointed for a period of four years, a term which may be renewed up to 10 years, and meet quarterly. They are:



**Mr Peter Bagnall CBE DL** (Chairman)

Peter has been Chair of the Section 11 Trustees since 2003. He has extensive knowledge of the Oxfordshire health services and held the position as Chair of the Oxford Radcliffe Hospitals NHS Trust for a number of years. In addition, he has been the Chair of the Board of Governors of Oxford Brookes University and has also held a number of non-executive director appointments to public companies. Formerly, he held several senior appointments in commerce including that of Managing Director at W H Smith.



**Ms Julie Bond**

Julie is a Partner and Head of Litigation in the Oxford office of solicitors Manches LLP. She has over 28 years' experience of commercial litigation and specialises in large cases involving long-term projects, together with crisis management issues. She advises both commercial and not-for-profit organisations of all sizes. Julie lives in central Oxford with her two children, and has been a Trustee since 2003.



**Dr Ken Fleming**

Head of the Medical Sciences Division at the University of Oxford, which is amongst the most research-intensive and successful biomedical institutes in the UK, Ken sits on the Council of the University of Oxford and is a non-executive member of the ORH Trust Board. He is also a member of the Department of Trade and Industry's UK/Texas Bioscience Collaborative Initiative Committee and on the Board of the Oxford Centre for Diabetes, Endocrinology and Metabolism. Ken has performed extensive research in the field of pathology, with over 150 peer-reviewed papers, and is an Honorary Consultant in Pathology with the ORH. He has been a Trustee since 2003 and is due to retire on 30 September 2008.



**Ms Caroline Langridge**

Caroline has extensive knowledge of working in the public sector, and has been part of the NHS since 1975. She has a Masters degree in Public Policy Studies and is a trained Executive Coach. Caroline joined the Department of Health in 1989 where she was a founder member of the NHS Trust Unit, and moved in 1991 to take on a new role as Head of the NHS Women's Unit, responsible for a major equality programme for women delivering Opportunity 2000 in the NHS. In 1998, she established her own independent consultancy, dealing with health-related matters. Caroline has been a Trustee since 2003 and also a Non-executive member on the ORH Trust Board since 2001. She also chairs the Trust Art Forum and the Trust Diversity Committee.



**Mr James Nicholson**

James brings to the Charity benefits arising from his considerable commercial and business background over many years and specifically an expertise in investment management. He is currently chairman of Alpha Portfolios plc, a Director of JP Morgan Russian Securities plc and also a Director of Baring Hedge Select Fund Limited. He has been a trustee since 2005.

**Mr Joe Smith OBE**

Joe practised as a Urology Surgeon for over 30 years until his retirement and brings to the Charity an enormous wealth of experience and knowledge of the local health services in Oxford. Additionally, he has extensive experience as a trustee of other local charities including the British Urological Foundation, the Oxford Hospital Services Development Trust and the Medical Defence Union Pension Fund. He has been a Trustee since 2003.



**Professor Andrew Wilkinson**

Andrew, who has been a Trustee for three years, first came to work at the John Radcliffe in 1973 when only the Maternity block and the Institute were open. After training in Perinatal Medicine in San Francisco, he was appointed as the first consultant specialist in neonatology in Oxford in 1981. In 1992 he joined the University Department of Paediatrics. His contribution to the Charity as a trustee brings expertise and advice from the perspective of an active medical clinician and researcher.

## Volunteers

We are greatly assisted in our work by the generous support of all our volunteers, and would like to thank everyone who has made a contribution of any kind. This ranges from the small army of dedicated helpers who put together mailings and ensure that our newsletters reach our database of supporters, to those who sit on fundraising committees for our larger campaigns. We are also indebted to those volunteers who help to run regular table sales at the John Radcliffe, or help with street collections, fundraising events, publicity, updating our notice boards and many other tasks.

# The team

## CHARITABLE FUNDS DEPARTMENT

Richard Sonley	Head of Charitable Funds
Kirsten Bailey	Group Finance Manager
Sue Derham	Senior Fund Manager / Payments Manager
Lorraine Irwing	Financial Accountant

### Funds and Legacy Management Section

Lesley Hurdley	Legacy Manager / PA to Head of Charitable Funds
Pat Newbold	Administration and Fund Manager

### Income Section

Yaima Bacallao	Income Manager
Ann-Marie Statham	Income Officer
Roland Panavia	Income Officer (from September 2008)

### Payments Section

Jane Surman	Deputy Payments Manager
Elaine Burden	Payment Officer
Margaret Slater	Payment Officer (from July 2008)

## FUNDRAISING DEPARTMENT

Alice Gosling	Director of Fundraising
Louise Gee	PA to Director of Fundraising
Claire Hooper	Communications and Stewardship Manager (from September 2007)
Penny Hambridge	Children's Development Officer

### Community Fundraising

Graham Brogden	Head of Community Fundraising
Janet Sprake	Fundraising Manager
Susannah Maxa	Corporate Development Associate (from October 2007)
Cynthia Charlett	Outreach and Gift Processing Manager

### Major Gift Fundraising

Andrew House	Head of Major Gifts
Anu Basra	Development Officer
Megan Challis	Development and Research Officer (left September 2007)
Marianne Julebin	Development and Research Officer (from April 2008)

## HOW TO CONTACT US

### Our main address is:

Oxford Radcliffe Hospitals  
Charitable Funds,  
Manor House,  
Headley Way,  
Headington,  
Oxford, OX3 9DZ.

Tel: 01865 743432

Email: [campaign@orh.nhs.uk](mailto:campaign@orh.nhs.uk)

[www.orhcharitablefunds.nhs.uk](http://www.orhcharitablefunds.nhs.uk)

For fundraising queries,  
please call 01865 743444.

Registered charity number  
1057295

# Financial review

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The following figures are taken from the 2007/08 Accounts which carry an unqualified audit report and the Accounts may be viewed in more detail on the Charity Commission website ([www.charity-commission.gov.uk](http://www.charity-commission.gov.uk)). This part of the Trustees' Annual Report comments on the key features from these Accounts. Copies of the full Accounts entitled Oxford Radcliffe Hospitals Charitable Funds Accounts 2007/08 are also available from the Charitable Funds Department, Manor House, Headley Way, Oxford, OX3 9DZ.

**"Over £6.5m of income generated in 2007/08 to support our charitable activities"**

## **SOURCES OF FUNDS RECEIVED IN THE YEAR (£6.636m)**

Each of the major areas of incoming resources is reviewed below:

### **Donations received (£3.267m)**

We are again enormously grateful for the thousands of donations received from members of the public, including of course the many grateful relatives and patients, and in addition from the many companies which have adopted our Charity as a way of putting something back into the community.

### **Legacy and Gifts in memory (£732,000)**

A gift in a Will, or a collection in memory of a loved-one, is a valued way of donating to charity. A gift to the ORH Charitable Funds really is an investment in the future and we are fortunate to be remembered by so many people each year. Please see the listing of 2007/08 legacies on page 20. Where the terms of the gift require the capital to be invested, the income generated is used to assist our charitable work.

### **Grants from external organisations (£1.698m)**

We are grateful to the charities and other similar organisations that have given us grants to fund particular projects or pieces of equipment. Specific mention should be made of the continued significant salary support of £938k by the Sobell House Hospice Charity for research into palliative care. We are always keen to work with the many specialist health charities to benefit groups of patients being treated at the ORH Trust.

### **Charitable Trading (£55,000)**

Significant income is received from primary purpose trading undertaken across the Trust and specifically in respect of the Children's Hospital Campaign this year. Such income arises following the sales of various items from T-shirts and mugs to Christmas cards and teddies.

### **Activities for Generating Funds (£50,000)**

This income arises from a successful staff lottery which has been running for many years.

### Income from Courses (£128,000)

Many clinical departments run courses and conferences enabling the exchange of information and best clinical practice. These events generated considerable income, thereby benefiting the departments concerned.

### Investment Income (£674,000)

By the prudent management of funds, and taking into account the advice of our Investment Managers, the Charity has been able to increase the levels of investment income compared with the previous financial year.

### Where we spent our money in 2007/08 compared with the previous year

	2007/08 £'000	2006/07 £'000
Building Projects ( <i>Oxford Children's Hospital</i> )	500	4,546
Patients	1,282	1,501
Staff Welfare	609	1,218
Medical Research	1,254	1,796
Medical Equipment	570	784
Specialist Courses & Training	693	201
Grants to Other NHS Charities	-	154
Fundraising Costs Charged to Specialist Appeals	288	441
Administration	369	436
Other	63	135
<b>Totals</b>	<b>5,628</b>	<b>11,212</b>

"Over £5m  
spent in the year,  
enhancing the  
NHS provision  
of care"

## ABOUT OUR INVESTMENTS

The policy followed by the Trustees is to ensure that the pool of money held within the Charity is invested prudently and profitably over the long term for the benefit of the Charity. The aim is to achieve a balance of income and capital growth through a low risk strategy. An agreed level of easy access funds is maintained to meet foreseeable day-to-day operational needs.

The investment management is delegated to Cazenove Fund Capital Management on a discretionary basis with limited restrictions. The investment performance is measured against a composite portfolio benchmark, agreed by the Trustees and Cazenove at quarterly meetings.

As a direct consequence of the market crash in 2000, and the serious impact this had on the funds, the Trustees now safeguard the funds by operating two investment 'pools' – one based on the stock market and the other invested in high interest cash accounts. The cash-based fund of £4.7m operates for all the smaller funds and also for the majority of new funds, whereas the stock market-based fund is carefully restricted to those larger funds of a long-term nature, where fixed demands are low and where the Fund Advisors are prepared to experience loss as well as profit.

At 31 March 2008 the value of the investment fund was £8.2m, achieving an annual income of £247,000 (equivalent yield of 3%). It is also pleasing to note that the overall portfolio performance for 2007/08 has outperformed the benchmark, net of fees, and has achieved capital growth in real terms.

**"the overall  
investment  
portfolio  
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## LEGACIES (Received from 1st April 2007 – 31 March 2008)

Listed below are the legacies gratefully received between 1 April 2007 and 31 March 2008, showing the areas which benefited:

Winifred Abrahams	John Radcliffe Hospital General Fund
Daisy Akers	John Radcliffe Hospital General Fund
Jean Bird	Cardiothoracic Critical Care Fund
Brenda Bonham	Sir Michael Sobell House
Dorothy Coldwell	Haematology Department
Margaret Cross	The Horton Hospital General Fund, the Brodey Centre and the Oxford Hospitals General Fund
Nellie Dewe	John Radcliffe Hospital General Fund, the Ophthalmology Fund
George Frelford	John Radcliffe Hospital General Fund
Nora Griffiths	Glaucoma Research
Mary Hector	Ophthalmology Fund
Betty Jeffs	The Churchill Hospital General Fund
Nest Lewis	Vascular Surgery Research and Education Fund
Terence Marshall	The Horton General Hospital Fund
Joseph Mitty	Oxford Children's Hospital Fund (CHOX)
Charles Morrison	John Radcliffe Hospital General Fund/Horton Hospital General Fund
Peter Pointer	Sleep Research Fund
S Poole	John Radcliffe Hospital General Fund
Mina Richards	Cancer Campaign Fund
D Richardson	Renal Medical Ward
Emma Smith	Horton Hospital General Fund
Marion Softley	Haematology Day Case Unit
Mary Thacker	Sir Michael Sobell House
Dorothy Turner	Ophthalmology Department
Anne Walding	John Radcliffe Hospital General Fund
Nina Walker	PICU Fund (Children's Intensive Care Unit)
Thomas Ward	John Radcliffe Hospital General Fund
June Warner	John Radcliffe Hospital General Fund
Olive Webb	Horton Hospital General Fund

"£<sup>3</sup>/<sub>4</sub>m very gratefully received from Legacy income in the year"

**Total amount of legacies received 1 April 2007 – 31 March 2008**  
**£732,000**

## **RISK MANAGEMENT POLICY**

In compliance with the Statement of Recommended Practice (SORP) 2005, the Trustees collaborated with their internal auditors in identifying their main objectives, including those delegated to their administrative department, the ORH Trust's Charitable Funds Department. The risks to these objectives were then identified and assessed for severity and likelihood, and compiled as a register showing the controls existing to mitigate each risk. This highlighted those areas in which residual risk remains medium or high, and where further action is required.

It is the Trustees' intention to re-visit this register on an annual basis to ensure that it remains relevant and comprehensive and that action has been taken where indicated.

It is their belief that the control systems identified in this exercise are sufficiently embedded to have become part of the culture of the Department and that managers and staff are aware of their responsibility for internal control as part of their accountability for achieving objects.

All members of the Department are encouraged to be aware of their responsibility to respond and advise on evolving risks, whether internal or external, and to report failings promptly for consideration by management and Trustees.

## **RESERVES POLICY**

Under SORP 2005, charitable reserves are identified as income which becomes available to the Charity and is to be spent at the Trustees' discretion in furtherance of any of the Charity's objects, but which is not yet spent, committed or designated. The definition of "reserves" should exclude:

- Endowment Funds
- Restricted Funds
- Designated Funds

In terms of Unrestricted Income Funds, the policy of the Trustees is to transfer the majority of income into Designated Funds in order to ensure that donations are utilised in accordance with the donor's wishes. These funds are administered by Fund Advisors in accordance with policies and procedures set by the Trustees. The funds are closely and regularly monitored in terms of expenditure plans, ensuring they are spent within a reasonable period of time. In line with the Commission's Guidance, a separate Reserves Policy is not required for these Designated Funds.

The Trustees do, however, have a requirement to hold funds in order to support various general purpose expenditure, including general staff benefits, but it should be noted that this expenditure is not guaranteed.

In order to meet this expenditure, the Trustees hold General Purpose Funds for the Oxford Radcliffe Hospitals – John Radcliffe Hospital, Churchill Hospital, Horton Hospital – and a suitable level of reserve for these funds is considered to be 12 months' average expenditure.

At 31 March 2008 the balances on these funds and their average 12 months' expenditure, was as follows:

<b>General Funds' Balance at 31 March 2008</b>	<b>£443,719</b>
<b>12 Months' Average Expenditure</b>	<b>£442,793</b>

During the year, the Trustees carried out a full review of the need for General Funds, and the types and level of expenditure to be supported. This was prompted as income received for general purposes had started to decrease, as donors are now generally more prescriptive as to how donations should be used. As a result of the review, the Charity has had to cease the funding of some of the areas it had previously supported until the level of general funds increases. The Charity is now trying to encourage more general giving to our funds. This policy will be reviewed periodically.

## **CO-OPTED ADVISERS**

Charitable Funds Committee meetings are held 4 times a year and at each meeting the agenda is separated into 2 sections for 'Investment/Finance issues' and for 'Charitable Funds issues'. Co-opted advisors (and Investment Managers) are invited by the Trustees to attend these meetings and are chosen in order to either represent the different hospitals across the Trust or their particular profession, thus assisting the Trustees in effective and informed decision making.

Mr Chris Hurst	Finance and Procurement
Professor John Stradling	Medical Staff and Research
Mr Michael Fanning	Nursing and John Radcliffe Hospital
Dr Chris Wait	Medical Staff and Horton Hospital
Mrs Alice Gosling	Fundraising

## **PROFESSIONAL ADVISERS**

### **Lloyds TSB Bank plc**

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### **Audit Commission**

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OXFORD RADCLIFFE HOSPITALS

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Tel: 01865 743444 (Fundraising Queries)

Fax: 01865 222469

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Registered Charity Number 1057295