

**NORTHERN IRELAND AMBULANCE SERVICE
HEALTH AND SOCIAL CARE TRUST**

CHARITABLE TRUST FUNDS

TRUSTEE'S ANNUAL REPORT & ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2020

**Northern Ireland Ambulance Service
Health and Social Care Trust**

Charitable Trust Funds

Trustee's Annual Report & Accounts

For the year ended 31 March 2020

Laid before the Northern Ireland Assembly
under Article 90(5) of the Health and Personal Social Services (NI) Order 1972
(as amended by the Audit and Accountability Order 2003)
by the Department of Health on

07 August 2020

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Any enquiries regarding this document should be addressed to the Director of Finance at the following address: Northern Ireland Ambulance Service HSC Trust, Knockbracken Healthcare Park, Saintfield Road, Belfast BT8 8SG.

This publication is also available for download from our website at www.nias.hscni.net.

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Introduction

Under Article 91 of the Health and Personal Social Services (Northern Ireland) Order 1972 (as amended by Article 6 of the Audit and Accountability (Northern Ireland) Order 2003), the Trust is required to prepare annual accounts in respect of endowments and other property held on trust by it in a form determined by the Department of Health (DoH). Further, under the requirements of the Accounting and Reporting by Charities: Statement of Recommended Practice (Charities SORP) (FRS102), is the requirement to produce a Trustee's Annual Report.

The Charitable Trust Funds (also known as funds held on trust) Annual Report and Accounts for the year from 01 April 2019 to 31 March 2020 include all the separately established funds for which the Northern Ireland Ambulance Service Health and Social Care Trust (NIAS) is the sole beneficiary.

Reference and Administrative Details

Contact Us

Northern Ireland Ambulance Service HSC Trust
NIAS Headquarters - Finance
Knockbracken Healthcare Park
Saintfield Road
Belfast BT8 8SG

Telephone: 028 9040 0750

Email: Finance.Secretary@nias.hscni.net

Web: <http://www.nias.hscni.net/>

Comments

If you have any comments about this report please use the above contact details.

Trustee Arrangements

Under Article 85 of the Health and Personal Social Services (Northern Ireland) Order 1972 (as amended), a Trust may hold and administer property on trust for purposes relating to any service which it is the Trust's function to make arrangements for, administer or provide.

The Trust Board acts as "corporate trustee" for the Charitable Trust Funds and is responsible for ensuring that these funds are held and managed separately from public funds. The members of the Trust Board during the financial year were as follows:

Non-Executive Directors

Mrs Nicole Lappin, Chair, appointed 1 July 2018 for a period of four years.

Mr Dale Ashford, Non-Executive Director, appointed 16 April 2018 for a period of four years.

Mr William Abraham, Non-Executive Director, initially appointed 18 May 2015 for a period of four years and reappointed 18 May 2019 to a date not later than 17 May 2023.

Mr Trevor Haslett CBE, Non-Executive Director, initially appointed 18 May 2015 for a period of four years and re-appointed 18 May 2019 to a date not later than 17 May 2023.

Mr Alan Cardwell, Non-Executive Director, initially appointed 1 August 2015 for a period of four years and reappointed 1 August 2019 to a date not later than 31 July 2023.

Mr Jim Dennison, Non-Executive Director, appointed 1 March 2019 for a period of four years.

Directors

Mr Michael Bloomfield, Chief Executive, appointed 19 March 2018.

Mr Brian McNeill, Director of Operations, appointed 1 June 2005. Mr McNeill took up the role of Programme Director Clinical Response Model on 1 May 2019.

Mr Robert Sowney, Interim Director of Operations, appointed 1 May 2019.

Dr Nigel Ruddell, Medical Director, appointed 1 November 2018.

Mrs Sharon McCue, Director of Finance and Information Communications Technology, appointed 4 March 2002 to 30 June 2019.

Mr Paul Nicholson, Interim Director of Finance and Information Communications Technology, appointed 1 July 2019.

Ms Roisin O'Hara, Director of Human Resources and Corporate Services, appointed 1 March 2002. Ms O'Hara took up the role of Programme Director Strategic Workforce Planning in March 2020.

Ms Michelle Lemon, Interim Director of Human Resources and Corporate Services, appointed 8 January 2020.

The Trust Board as corporate trustee has delegated responsibility for the ongoing management of funds to the Director of Finance and Information Communications Technology.

The Department for Communities appointed the NIAS Chair, Mrs Nicole Lappin, as the Chief Commissioner to the Board of the Charity Commission for Northern Ireland for a five-year period, from 1 August 2019 to 31 July 2024. For this period, the Chair is not involved in any business relating to the NIAS Charitable Trust Funds and, in line with the Trust's Standing Orders, will withdraw from any parts of Trust Board meetings where Charitable Trust Funds are discussed. In which case, the Chair of the Audit Committee shall then assume the position of Chair in line with the Standing Orders.

Professional Advisors

The Trustee employed the following professional advisors during the year:

Investment Fund

NIHPSS Charities Common Investment Fund
Belfast HSC Trust, 1st Floor Dorothy Gardner Unit,
Knockbracken Healthcare Park, Saintfield Road
Belfast BT8 8BH

Solicitors

Directorate of Legal Services
Business Services Organisation
2 Franklin Street
Belfast BT2 8DQ

Internal Auditors

Business Services Organisation - Internal Audit Service
Ballymena Office, Greenmount House
Woodside Road Industrial Estate
Ballymena BT42 4TP

External Auditors

Northern Ireland Audit Office
106 University Street
Belfast BT7 1EU

Structure, Governance and Management

The Charitable Trust Funds held by NIAS are governed by the Health and Personal Social Services (NI) Order 1972. The Trust Board acts as “corporate trustee” for the Charitable Trust Funds. The Trust Board of NIAS as corporate trustee has delegated responsibility to manage the Charitable Trust Funds to the Director of Finance and ICT. The Director of Finance and ICT oversees the day to day financial management and accounting for the Charitable Trust Funds during the year.

The Director of Finance and ICT has particular responsibility to ensure that:

- Each fund is managed appropriately with regard to its purpose and requirements;
- Spending is in accordance with the purpose of the donations and that the criteria for spending charitable monies are fully met;
- Full accounting records are maintained;
- Annual Accounts are prepared in accordance with DoH guidelines;
- Each fund is periodically reviewed and makes recommendations to the Trust Board regarding the rationalisation of funds within statutory guidelines;
- Each new charitable fund has a clearly identified purpose; and
- Devolved decision making or delegated arrangements are in accordance with the policies and procedures set out by the Board as the corporate trustee.

As required by the Charities Act (Northern Ireland) 2013, an application was submitted to the Charities Commission for Northern Ireland (CCNI) in March 2015 for the NIAS Charitable Trust Funds. However, due to the complexity surrounding the HSC charitable funds the CCNI withdrew all applications for registration by HSCNI Trusts in December 2016 in order to facilitate discussions with the Department of Health and HSCNI Trusts on the way forward. NIAS continues to work with the other HSC Trusts, the Department of Health and CCNI, in order to successfully register the charitable trust funds as a charity.

Within the NIAS Charitable Trust Funds there was one unrestricted fund and two restricted funds in the financial year. The restricted funds relate to specific regional areas and correspond with certain ambulance stations.

Charitable Trust Funds are subject to the same system of internal control as that operating in NIAS. The Annual Governance Statement in the NIAS Annual Report and Accounts reflects the system of internal control that operates throughout the Trust as a whole, which includes funds held on trust.

During the year, none of the members of the NIAS Trust Board or members of the key management staff or parties related to them has undertaken any material transactions with the Charitable Trust Funds.

There are no key management personnel employed by the Charitable Trust Funds and there are no employees. All management and administrative duties are performed by the employees of NIAS and the Charitable Trust Funds are not charged a management fee for their services.

Objectives and Activities

The objectives of the Charitable Trust Funds held by NIAS in 2019-20 were to ensure that charitable donations received by the Trust were appropriately managed, invested, expended and controlled, in a manner that was consistent with the purposes for which they were given and with the Trust's Standing Financial Instructions and Departmental guidance and legislation.

The unrestricted fund and two restricted funds, which existed in the financial year, were as follows:

- General (unrestricted);
- Newry; and
- Ballymoney.

The overall strategy of the Charitable Trust Funds is to provide support by the following means:

- Patients Expenditure: Purchase of comforts for the benefit of patients;
- Staff Expenditure: Purchase of equipment and facilities for use by ambulance staff;
- Research: Encouragement of research into any aspect of the work of the Trust;
- Capital Equipment: Purchase of additional equipment; and
- Other: Any purpose which the Trustee considers to be for the better provision of care and service for patients.

Whilst respecting the wishes of the donors, the corporate trustee has ultimate discretion to apply the Charitable Trust Funds where it is impractical to maintain the designated fund due to residual balances.

Certain schemes of expenditure are deemed not to be suitable for the application of Charitable Trust Funds, which include the following:

- Supplements to the remuneration of members of staff;
- Payments towards staff meals;
- Cash or other gifts; and
- Capital schemes contrary to Trust policy.

Financial Review, Achievements and Performance

The financial statements have been prepared in accordance with the Charities Statement of Recommended Practice (SORP), previously SORP 2005, applicable to charities preparing their accounts in accordance with FRS102 in the UK and Republic of Ireland and with relevant guidance issued by the Department of Health.

The Trustee's policy is to seek to balance the use of the Charitable Trust Funds income in a way which maximises the benefits to the Trust and patients.

The overall balance of the Charitable Trust Funds decreased by £15,941 to £281,050 as at 31 March 2020 (2019: £296,991). As at 31 March 2020, the General Fund has a balance of £251,383 (2019: £263,725) and restricted funds have a combined balance of £29,667 (2019: £33,266).

Donations received in year totalled £4,850 (2019: £257,706) to the General Fund and £nil (2019: £28,082) to restricted funds.

There were three purchases during the year totalling £2,068 (2019: £2,657) relating to staff welfare, of which £664 was funded from the General Fund (2019: £2,657) and £1,404 from restricted funds (2019: £nil). Support costs of £2,100 relate to audit fees for 2019-20 (2019: £2,000), and are only notional expenditure as there is no actual charge made to the fund accounts.

The Common Investment Fund experienced a large decrease in fund balances during the year to 31 March 2020 by £19,018 (2019: £3,260 increase). This is due to unrealised revaluation losses in the final quarter, as a result of stock markets response to the COVID-19 pandemic. Dividends, gains on the sale of the fund's investments and unrealised revaluation gains during the first three quarters of the year totalled £29,840, compared with a decrease of £48,858 in the final quarter. The Common Investment Fund has provided cumulative increases in value year on year and the last time a cumulative decrease occurred was back in 2008-09.

The Charitable Trust Funds continue to maintain balances at a level which is suitable to provide continued support as and when required.

Financial Controls

The members of the NIAS Trust Board are aware of their financial responsibilities for the money that is held on trust. Appropriate policies and procedures are in place to ensure these responsibilities are adequately discharged and these are reviewed on a regular basis.

NIAS utilises an internal audit function (commissioned from the Business Services Organisation), which operates to defined standards and whose work is informed by an analysis of risk to which the Trust is exposed and annual audit plans are based on this analysis. In 2017-18 Internal Audit included a review of the systems and controls in place for the management of the Charitable Trust Funds and a satisfactory level of assurance was provided with no significant findings being identified. Charitable Trust Funds are reviewed on a cyclical basis by audit based on a risk assessment.

Statement of Risk

The management of risk in relation to the Charitable Trust Funds is closely aligned with NIAS's risk management strategy and procedures.

Reserves Policy

The Charitable Trust Funds do not currently enter into future commitments and so has not created any reserves for this. Activities are only authorised when funding is available.

Investment Policy

In order to maximise the total return from investment of the Charitable Trust Funds, the Northern Ireland Health and Social Services Charities Common Investment Fund was established by an Order dated 30 March 1995, made by the Department of Health and Social Services under Section 25 of the Charities Act (Northern Ireland) 1964. The Charitable Trust Funds of NIAS are invested within this Common Investment Fund.

A Committee was established to manage the operations of the Common Investment Fund. During 2019-20, this Committee consisted of the following individuals:

Chairman

Mr P McNaney

Committee members

Mrs M Edwards

Mr P Morgan

Mrs F Cotter

Mrs H Minford

Mrs N McKeagney

Business Address

NIHPSS Charities Common Investment Fund
Belfast HSC Trust, 1st Floor Dorothy Gardner Unit,
Knockbracken Healthcare Park, Saintfield Road
Belfast BT8 8BH

The Committee employed the following professional advisors during the year:

Solicitors

Directorate of Legal Services
Business Services Organisation
2 Franklin Street
Belfast BT2 8DQ

Investment Managers

Brewin Dolphin Limited
Waterfront Plaza
8 Laganbank Road
Belfast BT1 3LR

Nominees

Brewin Nominees Limited
12 Smithfield Street
London EC1A 9BD

Bankers

Bank of Ireland
Donegall Place
Belfast BT51 5BX

Independent Auditors

PricewaterhouseCoopers LLP
Chartered Accountants and Statutory Auditors
Waterfront Plaza
8 Laganbank Road
Belfast BT1 3LR

NIAS does not maintain a bank account for Charitable Trust Funds, all fund monies are held in the Common Investment Fund. The Trustee does not envisage any change in the NIAS investment policy in the foreseeable future.

Plans for Future Periods

In April 2020, the NIAS Charitable Trust Funds were invited to and became a member of the Association of NHS Charities, along with the other HSC Trust Charitable Trust Funds in order that the HSC Funds could benefit from the UK wide COVID-19 NHS appeal. As a result, the NIAS Charitable Trust Funds received two grants in May 2020 totalling £42,500. These grants are treated as restricted and should be spent on enhancing the well-being of Trust staff, volunteers and patients impacted by COVID-19, as part of the Trust's COVID-19 response.

Funds will continue to be reviewed in order to utilise the funds for the benefit of both patients and staff and for the Trust as a whole. With the receipt of two large bequests in 2018-19, NIAS will review potential areas to benefit from these generous donations taking into consideration the wishes of the donors.

The Trust continues to participate in regional discussions with DoH and CCNI regarding the charity registration process. The Trust will review and seek to consolidate funds, following which the Trust will commence the process for registration with CCNI.

Funds Held as Custodian Trustee on Behalf of Others

The Trust does not act as Custodian Trustee on behalf of others.

A Big Thank You

The Trust has received numerous very generous donations of gifts from the public and businesses during the COVID-19 pandemic for Trust staff and include refreshments, toiletries, hand sanitisers and personal protective equipment. The Trust and our staff are very appreciative of these especially at this time of uncertainty.

On behalf of the staff and patients who have benefited from improvements due to donations, the Corporate Trustee would like to thank all patients, relatives and friends who have made charitable donations.

Signed on behalf of the Corporate Trustee by:

A handwritten signature in black ink, appearing to be 'M Bloomfield', written in a cursive style.

Mr Michael Bloomfield
Chief Executive
2 July 2020

NORTHERN IRELAND AMBULANCE SERVICE HEALTH AND SOCIAL CARE TRUST - CHARITABLE TRUST FUNDS

THE CERTIFICATE AND REPORT OF THE COMPTROLLER AND AUDITOR GENERAL TO THE NORTHERN IRELAND ASSEMBLY

Opinion on financial statements

I certify that I have audited the financial statements of the Northern Ireland Ambulance Service Health and Social Care Trust Charitable Trust Funds for the year ended 31 March 2020 under the Health and Personal Social Services (Northern Ireland) Order 1972, as amended. The financial statements comprise: the Statement of Financial Activities, the Balance Sheet and the related notes including significant accounting policies. These financial statements have been prepared under the accounting policies set out within them.

In my opinion the financial statements:

- give a true and fair view of the state of Northern Ireland Ambulance Service Health and Social Care Trust's Charitable Trust Fund's affairs as at 31 March 2020 and of its incoming and expenditure of resources for the year then ended; and
- have been properly prepared in accordance with the Health and Personal Social Services (Northern Ireland) Order 1972, as amended and Department of Health directions issued thereunder.

Opinion on regularity

In my opinion, in all material respects the financial transactions recorded in the financial statements conform to the authorities which govern them.

Basis of opinions

I conducted my audit in accordance with International Standards on Auditing (UK) (ISAs) and Practice Note 10 'Audit of Financial Statements of Public Sector Entities in the United Kingdom'. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of this certificate. My staff and I are independent of the Northern Ireland Ambulance Service Health and Social Care Trust Charitable Trust Funds in accordance with the ethical requirements of the Financial Reporting Council's Revised Ethical Standard 2016, and have fulfilled our other ethical responsibilities in accordance with these requirements. I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my opinions.

Conclusions relating to going concern

I have nothing to report in respect of the following matters in relation to which the ISAs(UK) require me to report to you where:

- the Northern Ireland Ambulance Service Health and Social Care Trust Charitable Trust Funds' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Northern Ireland Ambulance Service Health and Social Care Trust Charitable Trust Funds have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Northern Health and Social Care Trust Charitable Trust Funds' ability to continue to adopt the going concern basis.

Other Information

The Trust and the Accounting Officer are responsible for the other information included in the Report of the Trustees. The other information comprises the information included in the annual report other than the financial statements and my audit certificate and report. My opinion on the financial statements does not cover the other information and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

Opinion on other matters

In my opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared, is consistent with the financial statements.

Responsibilities of the Trust and Accounting Officer for the financial statements

The Trust and the Accounting Officer are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Auditor's responsibilities for the audit of the financial statements

My responsibility is to audit, certify and report on the financial statements in accordance with the Health and Personal Social Services (Northern Ireland) Order 1972, as amended.

My objectives are to obtain evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of my responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of my certificate.

In addition, I am required to obtain evidence sufficient to give reasonable assurance that the financial statements conform to the authorities which govern them.

Matters on which I report by exception

I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or

- I have not received all of the information and explanations I require for my audit.

Report

I have no observations to make on these financial statements.

A handwritten signature in black ink that reads "Kieran J. Donnelly". The signature is written in a cursive style with a light blue rectangular highlight behind it.

*KJ Donnelly
Comptroller and Auditor General
Northern Ireland Audit Office
106 University Street
Belfast
BT7 1EU*

03 August 2020

NORTHERN IRELAND AMBULANCE SERVICE HSC TRUST

Statement of Financial Activities for the year ended 31 March 2020

	Note	Unrestricted Funds £000s	Restricted Funds £000s	Endowment Funds £000s	Total Funds 2020 £000s	Total Funds 2019 £000s
Income and Endowments						
Donations and legacies	2	5	0	0	5	286
Charitable activities		0	0	0	0	0
Other trading activities		0	0	0	0	0
Investments		7	1	0	8	0
Other		0	0	0	0	0
Total Income		12	1	0	13	286
Expenditure						
Raising funds		0	0	0	0	0
Charitable activities	3 - 5	(3)	(1)	0	(4)	(5)
Other		0	0	0	0	0
Total Expenditure		(3)	(1)	0	(4)	(5)
Net Income / (Expenditure) before Gains and Losses on Investments		9	0	0	9	281
Net Gains / (Losses) on Investments	8	0	0	0	0	1
Net Income / (Expenditure)		9	0	0	9	282
Transfers between Funds	7	0	0	0	0	0
Other Recognised Gains / (Losses)						
Gains / (losses) on revaluation of fixed assets	8	(24)	(3)	0	(27)	2
Other gains / (losses)		0	0	0	0	0
Net Movement in Funds		(15)	(3)	0	(18)	284
Adjustment to add back notional audit fee	5	2	0	0	2	2
Net Movement in Funds excluding Notional Audit Fee		(13)	(3)	0	(16)	286
Reconciliation of Funds						
Fund balances brought forward at 1 April 2019		264	33	0	297	11
Total funds carried forward at 31 March 2020		251	30	0	281	297

All gains and losses recognised in the reporting period are included in the Statement of Financial Activities and relate to continuing activities.

There is no material difference between the net incoming / (outgoing) resources for the reporting period stated above and their historical cost equivalents.

The notes on pages 20 to 29 form part of these accounts.

NORTHERN IRELAND AMBULANCE SERVICE HSC TRUST

Balance Sheet as at 31 March 2020

	Note	Total Funds 2020 £000s	Total Funds 2019 £000s
Fixed Assets			
Intangible assets		0	0
Tangible assets		0	0
Heritage assets		0	0
Investments	8	283	297
Total Fixed Assets		283	297
Current Assets			
Stock		0	0
Debtors		0	0
Investments		0	0
Cash at bank and in hand		0	0
Total Current Assets		0	0
Current Liabilities			
Creditors: amounts falling due within one year	9	(2)	0
Net Current Assets / (Liabilities)		(2)	0
Total Assets less Current Liabilities		281	297
Creditors: Amounts falling due after more than one year	9	0	0
Provisions for liabilities		0	0
Total Net Assets / (Liabilities)		281	297
Funds of the Charity			
Endowment funds		0	0
Restricted income funds	10	30	33
Unrestricted funds	10	251	264
Revaluation Reserve		0	0
Total Unrestricted Funds		251	264
Total Charity Funds		281	297

The notes on pages 20 to 29 form part of these accounts.

The financial statements were approved and authorised for issue by the Corporate Trustee on 2 July 2020 and have been signed on its behalf by:



Mr W Abraham
Chair of Audit Committee*
 02 July 2020



Mr M Bloomfield
Chief Executive
 02 July 2020

* As detailed in Trustee Arrangements on page 8, in line with the Standing Orders the Chair of the Audit Committee assumes the position of Chair when Charitable Trust Funds are discussed, as the Chair was appointed Chief Commissioner to the Board of the Charity Commission for Northern Ireland.

NORTHERN IRELAND AMBULANCE SERVICE HSC TRUST

Charitable Trust Fund Accounts for the year ended 31 March 2020

Notes to the Accounts

1. Accounting Policies

1(a) Basis of Preparation

The financial statements have been prepared under the historic cost convention, with the exception of investments which are included at market value.

The financial statements have been prepared in accordance with the Charities Statement of Recommended Practice (Charities SORP), with additional disclosures as required by FRS102, and with relevant guidance issued by the Department of Health.

Update Bulletin 1, issued February 2016, amended the Charities SORP and a Statement of Cash Flows is now only required for larger Charities. Larger Charities include those charities with a gross income exceeding £500,000 in the reporting period. The Charitable Trust Funds held by NIAS had a gross income of less than £500,000 during 2019-20 and therefore the Charitable Trust Funds are exempt from the requirement to prepare the statement.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements have been presented in sterling which is also the functional currency of the Charitable Trust Funds.

The Charitable Trust Funds meet the definition of a public benefit entity under FRS 102.

The financial statements have been prepared on a going concern basis.

1(b) Structure of Funds

Where there is a legal restriction on the purpose for which a fund may be used, the fund is classified either as an endowment fund, where the donor has expressly provided that only the income of the fund may be expended, or as a restricted fund, where the donor has provided for the donation to be spent in furtherance of a specified charitable purpose.

The major funds held in each of these categories are disclosed in Note 10.

NORTHERN IRELAND AMBULANCE SERVICE HSC TRUST

Charitable Trust Fund Accounts for the year ended 31 March 2020

Notes to the Accounts

1(c) Incoming Resources

All incoming resources are included in full in the Statement of Financial Activities as soon as the following three factors can be met:

- Entitlement – arises when a particular resource is receivable or the charity's right becomes legally enforceable;
- Probability – where there is reasonable certainty that the incoming resource will be received; and
- Measurement – when the monetary value of the incoming resources can be measured with sufficient reliability.

1(d) Income from Donations and Legacies

This includes all income received by the Charitable Trust Funds that is a gift or bequest made on a voluntary basis, for any purpose (unrestricted funds) or for a particular purpose (restricted funds).

Legacies are recognised when it is probable that they will be received.

1(e) Income from Charitable Activities

This includes income earned both from the supply of goods or services under contractual arrangements and from performance-related grants which have conditions specifying the provision of particular goods or services by the Charitable Trust Funds.

1(f) Other Income

This includes income from groups that have undertaken fundraising activities, income from charity vouchers and any other miscellaneous income.

1(g) Investment Income

This is income earned from holding assets for investment purposes and includes dividends and interest.

NORTHERN IRELAND AMBULANCE SERVICE HSC TRUST

Charitable Trust Fund Accounts for the year ended 31 March 2020

Notes to the Accounts

1(h) Resources Expended and Irrecoverable VAT

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. All expenditure is recognised once there is a legal or constructive obligation committing the charity to the expenditure. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

1(i) Expenditure on Raising Funds

This includes all expenditure incurred by a charitable fund to raise funds for its charitable purposes and includes the costs of all fundraising activities and events, non-charitable trading activities and the sale of donated goods.

1(j) Expenditure on Charitable Activities

This includes all expenditure by the Trust Funds in undertaking activities that further its charitable aims for the benefit of its beneficiaries as shown in Note 3.

These costs where not wholly attributable, are apportioned between the categories of charitable expenditure.

1(k) Allocation of Support Costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include management fees, however, NIAS does not charge the Charitable Trust Funds a management fee for provision of clerical and administration support. Support costs also include costs related to the statutory audit (see Note 5).

Support costs have been allocated within expenditure on charitable activities and the bases on which support costs have been allocated are set out in Note 4.

1(l) Fixed Asset Investments

Investments are stated at market value as at the Balance Sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

Details of movements in fixed asset investments during the year are shown in Note 8.

NORTHERN IRELAND AMBULANCE SERVICE HSC TRUST

Charitable Trust Fund Accounts for the year ended 31 March 2020

Notes to the Accounts

1(m) 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 opening market value (purchase date if later). Unrealised gains and losses are those gains or losses arising from increases or decreases in the value of investments that have not been sold (hence unrealised) at the reporting period end. These are calculated as the difference between the carrying value at the year end and opening market value (or purchase date if late). Unrealised gains and losses are allocated across the appropriate funds (that is those funds for which investments are held) according to the closing value of funds at the year end.

1(n) Gifts in Kind

Assets given for distribution by the charity are included in the Statement of Financial Activities only when distributed.

In all cases the amount at which the gifts are brought into the account is either a reasonable estimate of their value to the charity or the amount actually realised. The basis of the valuation is disclosed in the Trustees' Annual Report.

Assets given for use by the charity (for example property for its own occupation) are included in the Statement of Financial Activities as incoming resources within Corporate Donations when receivable.

Gifts made in kind but on trust for conversion into cash and subsequent application by the charity are included on the accounting period in which the gift is sold.

1(o) Debtors

Debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1(p) Creditors

Creditors are recognised where the Charitable Trust Funds have a present obligation resulting from a past event that will probably result in the transfer of monies to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

NORTHERN IRELAND AMBULANCE SERVICE HSC TRUST

Charitable Trust Fund Accounts for the year ended 31 March 2020

Notes to the Accounts

1(q) Financial Instruments

The Charitable Trust Funds only have financial assets and liabilities that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1(r) Going Concern

There are no material uncertainties about the Charitable Trust Funds ability to continue as a going concern.

1(s) Key Judgements and Assumptions

The Charitable Trust Funds make estimates and assumptions concerning the future. The resulting accounting estimate will, by definition, seldom equal the related actual results. The most significant areas of uncertainty that affects the carrying value of assets held by the Charitable Trust Funds are the level of investment return and the performance of investment markets.

NORTHERN IRELAND AMBULANCE SERVICE HSC TRUST

Notes to the Accounts for the year ending 31 March 2020

Note 2 Analysis of Income from Donations and Legacies

	Unrestricted Funds £000s	Restricted Funds £000s	Endowment Funds £000s	Total Funds 2020 £000s	Total Funds 2019 £000s
Donations from individuals	5	0	0	5	286
Corporate donations	0	0	0	0	0
Legacies	0	0	0	0	0
Other	0	0	0	0	0
Total	5	0	0	5	286

Note 3 Analysis of Charitable Expenditure

	Grant Funded Activity £000s	Support Costs £000s	Total Funds 2020 £000s	Total Funds 2019 £000s
Medical research	0	0	0	0
Purchase of new equipment	0	0	0	0
Building and refurbishment	0	0	0	0
Staff education and welfare	2	2	4	5
Patient education and welfare	0	0	0	0
Other	0	0	0	0
Total	2	2	4	5

Note 4 Analysis of Governance and Support Costs Across Expenditure

	Staff Costs £000s	Audit £000s	Total Funds 2020 £000s	Total Funds 2019 £000s
Medical research	0	0	0	0
Purchase of new equipment	0	0	0	0
Building and refurbishment	0	0	0	0
Staff education and welfare	0	2	2	2
Patient education and welfare	0	0	0	0
Other	0	0	0	0
Total	0	2	2	2

Support costs and Governance costs are apportioned pro rata across charitable expenditure. Audit fees are notional expenditure only and there is no actual charge made to the fund accounts (see Note 5).

Note 5 Auditor's Remuneration

The auditor's remuneration of £2,100 (2019: £2,000) related solely to the audit with no other additional work undertaken (2019: £nil). This is notional expenditure only and there is no actual charge made to the fund accounts.

NORTHERN IRELAND AMBULANCE SERVICE HSC TRUST

Notes to the Accounts for the year ending 31 March 2020

Note 6 Trustee Remuneration

The Trust Board of NIAS acts as the corporate trustee for the Charitable Trust Funds and received no remuneration or expenses in relation to the management of the funds during the year (2019: £nil).

Note 7 Transfers between Funds

There have been no transfers between NIAS Charitable Trust Funds during the year (2019: £nil).

Note 8 Analysis of Fixed Asset Investments

8.1 Investments in a Common Investment Fund

	2020 £000s	2019 £000s
Market value at 1 April	297	11
Net cash inflow / (outflow)	5	283
Share of income	8	0
Share of realised gains / (losses)	4	1
Share of unrealised gains / (losses)	(31)	2
	<u>283</u>	<u>297</u>

8.2 Market Value

	Held in UK £000s	Held Outside UK £000s	2020 £000s	2019 £000s
Investment properties	0	0	0	0
Investments listed on Stock Exchange	0	0	0	0
Investments in a Common Investment Fund	283	0	283	297
Investments in a Common Deposit Fund or Investment fund	0	0	0	0
Unlisted securities	0	0	0	0
Cash held as part of the investment portfolio	0	0	0	0
Investments in connected bodies	0	0	0	0
Other investments	0	0	0	0
Total Market Value of Fixed Asset Investments	<u>283</u>	<u>0</u>	<u>283</u>	<u>297</u>

Note 9 Analysis of Creditors

9.1 Amounts falling due within one year

	2020 £000s	2019 £000s
Trade creditors	2	0
Other creditors	0	0
Accruals	0	0
Total	<u>2</u>	<u>0</u>

9.2 Amounts falling due after more than one year

The Northern Ireland Ambulance Service HSC Trust Charitable Trust Funds had no creditor amounts due after more than one year of 31 March 2020 (2019: £nil).

NORTHERN IRELAND AMBULANCE SERVICE HSC TRUST

Notes to the Accounts for the year ending 31 March 2020

Note 10 Analysis of Charitable Funds

10.1 Analysis of Charitable Funds

	Balance at 1 April 2019 £000s	Incoming Resources £000s	Resources Expended £000s	Transfers £000s	Gains and Losses £000s	Balance at 31 March 2020 £000s
Endowment Funds						
Other	0	0	0	0	0	0
Endowment Funds Total	0	0	0	0	0	0
Restricted Funds						
Heart*	28	0	0	0	(2)	26
Ballymoney	2	0	(1)	0	0	1
Newry	3	0	0	0	0	3
Restricted Funds Total	33	0	(1)	0	(2)	30
Unrestricted and Material Designated Funds						
General	264	5	(1)	0	(17)	251
Unrestricted and Material Designated Funds Total	264	5	(1)	0	(17)	251
Grand Total	297	5	(2)	0	(19)	281

* This donation was received in the prior year (2018-19) and whilst it is held within the General Fund for administrative purposes, the donation does meet the definition of a restricted donation and as such is noted here and in other statements and notes under restricted funds.

10.2 Analysis of Charitable Funds

	Unrestricted Funds £000s	Restricted Funds £000s	Endowment Funds £000s	Total Funds 2020 £000s	Total Funds 2019 £000s
Fixed asset investments	251	30	0	281	297
Cash at bank and in hand	0	0	0	0	0
Current assets	0	0	0	0	0
Current liabilities	0	0	0	0	0
	251	30	0	281	297

NORTHERN IRELAND AMBULANCE SERVICE HSC TRUST

Notes to the Accounts for the year ending 31 March 2020

Note 11 Comparative figures for the Statement of Financial Activities

	Unrestricted Funds £000s	Restricted Funds £000s	Endowment Funds £000s	Total Funds 2019 £000s
Income and Endowments				
Donations and legacies	258	28	0	286
Charitable activities	0	0	0	0
Other trading activities	0	0	0	0
Investments	0	0	0	0
Other	0	0	0	0
Total Income	258	28	0	286
Expenditure				
Raising funds	0	0	0	0
Charitable activities	(5)	0	0	(5)
Other	0	0	0	0
Total Expenditure	(5)	0	0	(5)
Net Income / (Expenditure) before Gains and Losses on Investments	253	28	0	281
Net Gains / (Losses) on Investments	1	0	0	1
Net Income / (Expenditure)	254	28	0	282
Transfers between Funds	0	0	0	0
Other Recognised Gains / (Losses)				
Gains / (losses) on revaluation of fixed assets	2	0	0	2
Other gains / (losses)	0	0	0	0
Net Movement in Funds	256	28	0	284
Adjustment to add back notional audit fee	2	0	0	2
Net Movement in Funds excluding Notional Audit Fee	258	28	0	286
Reconciliation of Funds				
Fund balances brought forward at 1 April 2018	6	5	0	11
Total funds carried forward at 31 March 2019	264	33	0	297

Note 12 Commitments

The NIAS HSC Trust Charitable Trust Funds do not have any commitments as at 31 March 2020 (2019: £nil).

NORTHERN IRELAND AMBULANCE SERVICE HSC TRUST

Notes to the Accounts for the year ending 31 March 2020

Note 13 Financial Guarantees, Indemnities and Letter of Comfort

The NIAS HSC Trust Charitable Trust Funds has not entered into any financial guarantees, indemnities or provided letters of comfort as at 31 March 2020 (2019: £nil).

Note 14 Related Party Transactions

The Trust Board acts as "corporate trustee" for the Charitable Trust Funds and is responsible for ensuring that these funds are held and managed separately from public funds. During the year none of the members of the NIAS HSC Trust Board or members of the key management staff or parties related to them has undertaken any material transactions with the Charitable Trust Funds.

Board Members (and other senior staff) take decisions both on Charity and Exchequer matters but endeavour to keep the interests of each discrete and do not seek to benefit personally from such decisions. Declarations of personal interest have been made and are available to be inspected by the public.

The Charitable Trust Funds has not made any revenue or capital payments to the NIAS HSC Trust.

Note 15 Ultimate Holding Organisation and Registered Address

The ultimate controlling party of the Charitable Trust Funds is the NIAS Trust. Copies of the 2019-20 Annual Report and Accounts of the NIAS HSC Trust can be obtained by visiting www.nias.hscni.net; emailing finance.secretary@nias.hscni.net; or by writing to Director of Finance and ICT, NIAS HSC Trust, NIAS Headquarters, Site 30, Knockbracken Healthcare Park, Saintfield Road, BELFAST BT8 8SG.

Note 16 Post Balance Sheet Events

The NIAS Charitable Trust Funds became a member of the Association of NHS Charities in April 2020 and received two grants in May 2020 totalling £42,500 from the UK wide COVID-19 NHS appeal. These grants are treated as restricted funds and should be spent on enhancing the well-being of Trust staff, volunteers and patients impacted by COVID-19, as part of the Trust's COVID-19 response.

The Trust has received numerous very generous donations from the public and businesses during the COVID-19 pandemic for Trust staff and includes refreshments, toiletries, hand sanitisers and personal protective equipment. These have not been included in the accounts as the items were provided directly to Trust staff and it is not possible to provide reasonable accurate estimates of the quantity or value of the donations in kind provided.

Date Authorised for Issue

The Accounting Officer authorised these financial statements for issue on 3 August 2020.