



**Edinburgh Children's Hospital Charity  
Trustees' Report and Accounts**

**Year to 31 December 2020**

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## TRUSTEES' REPORT

The Trustees are pleased to present the Annual Report and Accounts of Edinburgh Children's Hospital Charity for the year to 31 December 2020.

The information on page 68 forms part of this report.

### ABOUT EDINBURGH CHILDREN'S HOSPITAL CHARITY (EHC)

Edinburgh Children's Hospital Charity believes that nothing should get in the way of being a child. We exist to transform the lives of children and young people in hospital so they can be a child first and a patient second.

As a result of what we do:

- Children and young people's lives are less interrupted by illness
- Children and young people are less scared of hospital and have a positive experience
- Children and young people's families are better supported and comforted
- Children and young people have an improved experience of healthcare in their community

What we do:

- Grants Programme
- Arts Programme
- The Hub - youth, children and family support service
- Support for Child and Adolescent Mental Health Services
- Volunteering service in children's services
- Hospital shop
- Play and Family Support

It is our privilege to continue to support over 110,000 babies, children and young people who come to The Royal Hospital for Sick Children (RHSC) - both locally and from across Scotland to access specialist services - and the Royal Hospital for Children and Young People (RHCYP). We also continue to support the tens of thousands who attend other healthcare settings such as St John's Hospital in Livingston; community health centres across the Lothians, Borders and Fife; and Child and Adolescent Mental Health Services (CAMHS).

## **A YEAR LIKE NO OTHER: OUR RESPONSE TO COVID-19**

Like many across the charity sector, the arrival of a global pandemic in March 2020 brought challenges and opportunities in equal measure for ECHC.

In the early weeks of the pandemic, our focus was on identifying where the greatest need for our support was and how to deliver this safely. Thankfully, COVID-19 in the main does not impact children's health in the same way as it does in adults. However, as NHS Lothian prepared for the first wave and uncertainty remained about the impact of the virus on children with chronic or life-threatening conditions, we saw planned services reduce and children isolate and shield at home. This meant that those who needed us most were no longer in the hospital but in their homes.

As such our service delivery model had to adapt and our direct response to the feedback from families and NHS teams and the subsequent activities/services delivered as a result is outlined on pages 8-13.

Our hospital shop in the current RHSC provided a vital lifeline to children, families and NHS staff throughout lockdown. We were pleased to accelerate the opening of our new hospital shop in the RHCYP in May 2020 to support the move of some of the children's outpatient clinics in July. We also provided numerous opportunities throughout the pandemic to care for our NHS colleagues providing wellbeing lounges and the morale-boosting Lap The Map challenge.

Whilst in the initial months of the pandemic wards had been closed, the hospital has since returned to more usual levels of service and we have returned to supporting children and young people within the hospital wards.

Non-hospital based staff remain working from home and all our business functions and systems have been moved successfully online. ECHC have shown incredible team spirit and flexibility as we all strive to support babies, children and young people at a time when they need us most.

All this increased activity has been against a backdrop of a challenging financial landscape. Many of our core income streams remain severely impacted 12 months on, with the cancellation of all events (sports challenges, supporter-led, corporate challenges, black tie), and the reduction of income from key areas such as corporate donations, employee fundraising, regular giving and individual donations.

As such, the charity has reduced expenditure wherever we can, including by furloughing staff, restructuring and deferring grants, delaying incremental pay rises and deferring other costs such as rent. In addition, the charity undertook a restructuring in July which sadly involved the redundancy of a small number of staff members across the organisation.

We were fortunate this year to secure significant funds through our Emergency COVID-19 Fundraising Appeal and through the support of trusts, corporate partners and generous donors but with much of this money being for restricted purposes, we remain in challenging circumstances as we look to secure unrestricted funding. Unrestricted funding is usually sourced through those income streams which have been most severely impacted by COVID-19 but it is this funding that ensures the long-term sustainability of the organisation. As a result, we remain cautiously optimistic in our forecasting for 2021.



## NEW HOSPITAL

In May 2020, we opened our new hospital shop at the RHCYP to support the adult Department of Clinical Neurosciences (DCN) teams moving into their floor of the building (more on pages 28-29), and in July, the ECHC team ensured a presence at the new hospital for the first day of Children's Outpatients' clinics commencing. We set up in The Pod waiting area to present the first children using the hospital with welcome gifts and rewards, and support NHS colleagues where needed.

We are delighted that the new Royal Hospital for Children and Young People is now open and caring for children and families from Edinburgh and beyond. ECHC staff and volunteers ensured a presence at the RHCYP in the run up to and on the day of the move to support NHS colleagues where needed.

We provided special, age-appropriate gifts to every child and young person on arrival; distributed welcome hampers to every hospital team; assisted the removal teams with wayfinding; and our Arts Team organised musical performances to create a calming yet welcoming environment for those arriving, as well as a range of fun and distracting activities on the wards throughout the week.

In the weeks leading up to the hospital move, we organised a number of activities and communications to mark this milestone moment, to cut through the negative publicity about the ongoing delays and to reassure children, young people and families who would need to use the hospital that this a hugely positive, exciting occasion for the city, including:

### Olly the Octopus

The weekend before the move, we displayed giant inflatable octopus tentacles from various windows at the Sick Kids. We then released the story that a giant octopus had taken over the building, so we would therefore need to move to our shiny new, octopus-free home just down the road at Little France. Olly was very popular with the local (as well as hospital) community and had a steady stream of visitors coming to see him and take photos over the weekend. Olly was also shared widely in the press and across social media, helping to spread our positive message and ease any anxieties about the move.



*Olly the Octopus taking over the Sick Kids*



### **Ambulance Transfer Film**

Children and young people who were staying at the Sick Kids faced the uncertainty of not only moving to a new hospital they had never seen before, but also travelling there in the back of an ambulance they were unable to see out of. To give them as positive a transfer experience as possible, we partnered with the Scottish Ambulance Service to create a film of the exact journey they would be taking to the RHCYP. Children and young people watched a real time version of this on an iPad during their ambulance journey, ensuring they could see where they were the whole time and helping to ease any anxieties they may have had.

### **Farewell Film**

In 2019, before the hospital move was delayed, we worked with videographer Laura Frood to create 'The Final Farewell' – a film in which Sick Kids staff shared their memories of and said goodbye to the children's hospital. We shared this across all social media channels five days before the move and said a heartfelt thank you to all the children, young people, families, staff and volunteers who made the Sick Kids more than a hospital for so many. It received a fantastic response and has been viewed over 42,000 times.

### **Sick Kids Time Capsule**

As the Sick Kids is a building which means so much to so many, we wanted to honour its legacy and ensure all those who have passed through its doors could digitally revisit it in the future. We partnered with virtual reality company Virtronix to create an online virtual time capsule of the RHSC and called out to families, supporters and staff to submit their memories, photos and videos for inclusion. The response was phenomenal and the time capsule currently includes over 1700 memories, as well as a 360° digital walkthrough of the building itself.



**Edinburgh  
Children's  
Hospital Charity**  
child first, patient second.

We exist to transform the lives of children and young people in hospital and healthcare so they can be a child first and a patient second.

### As a result of what we do:

- Children and young people's lives are less interrupted by illness.
- Children and young people are less scared of hospital and have a positive experience.
- Children and young people's families are better supported and comforted.
- Children and young people have an improved experience of healthcare in the community.

### What we do:

- Grants Programme
- Arts and Activities Programme
- The Hub - youth, child and family support service
- Support for Child and Adolescent Mental Health Services (CAMHS)
- Volunteering service
- Hospital shop
- Play and Family Support

### Many of the projects we funded throughout the year supported children and young people with specific conditions including:

- |                          |                    |                       |
|--------------------------|--------------------|-----------------------|
| • Brain Injury           | • Diabetes         | • Epilepsy            |
| • Cancers                | • Cystic Fibrosis  | • Crohn's and Colitis |
| • Renal conditions       | • Liver conditions | • Asthma              |
| • Arthritis/rheumatology | • Cerebral Palsy   | • Pain                |

### In total, we awarded 31 grants, including:

#### Over £75,000

to fund a bespoke, standalone website for children's services, in partnership with NHS Lothian.

#### £37,000

to create an outdoor Music Garden at the RHCYP for outdoor performances with artists and musicians and independent music-making for children.

#### Over £3,000

to fund home spirometry equipment, allowing children and young people with cystic fibrosis to test lung function at home and avoid coming into hospital.



We provided special memory boxes for the palliative care team, made up of keepsake items to bring comfort to bereaved families.



We continued to fund 'Talk To Us', a project delivered by 6YT which supports 13-18 year olds who may have misused alcohol or substances or be at risk of self-harm.



We funded rewards, bravery certificates, stickers and welcome gifts for children and young people at the RHCYP, St John's Hospital and CAMHS Edinburgh.

## In 2020

**£300k** 

raised from our Covid-19 Emergency Appeal.

**3,328** 

emergency food, toiletry and activity packs delivered throughout the hospital and to families at home.

**550** 

bags of books delivered to children in isolation via our Book Bus.

**1,655** 

self-contained art Studio Boxes delivered to the hospital, CAMHS and other Lothian healthcare settings.

**75k+** 

views of 'Still Just Us' - our short film to explain PPE to children.

**100+** 

Wellbeing Boxes given to NHS staff in the hospital and in the community.

**50,082** 

kilometres clocked by Team Edinburgh to beat Team Glasgow in the race to Lap the Map of Scotland, then Lap the World.



## Children's Wellbeing Services:

In 2020, the Arts Programme, Volunteer Service, Youth Work and Drop In Service merged under the one umbrella of Children's Wellbeing Services.



In 2020, 1,509 children, young people, family members and staff participated in arts workshops.



We grew our partnerships with external organisations, including with Capital Theatres through 'Curtains Up' – which saw children decorate their bedside curtains with their own drawings.



At Christmas, we ran our Living Advent Calendar with 24 surprises, all adapted to meet Covid restrictions.



Developed dance videos with Dance Base instructor Christina to virtually support children with physiotherapy from home.



We coordinated all emergency care packs for families, including liaising with hospital teams to reach families in need, helping with packing, and organising deliveries.



We ran a weekly Youth Group via Zoom, with 5-10 young people attending each session.



We worked with CAMHS to develop Wellbeing Boxes to support young people experiencing mental health difficulties.



We launched our Youth Forum to give young people aged 10-21 the opportunity to influence decisions about their hospital/healthcare experience.

“It was such a relief when the book parcel arrived. The kids were so excited to discover all the new books, which gave us some much needed breathing space. They let their imaginations run wild so they could go on all sorts of fantastic adventures without ever leaving the safety of home.”

Mum of three boys who received a book parcel

“I was so physically and mentally bored at the start of lockdown. Having the youth group online has allowed me to meet new people my age and carry out fun tasks each week. I really look forward to a Monday.”

Young person who attended our online Youth Group

“As someone who received some of these elephants in a memory box after the death of our son, I want to thank all those who take the time to support this great initiative. Whenever I look at them I remember happy times with our wee man.”

Dad who was supported with Memory Making activities when his son died

## A Thank You

In a year when everyone's lives were hugely impacted by the pandemic, our incredible funders, supporters and volunteers stood by ECHC when we needed them most and for this, we are eternally grateful. Thank you to everyone who gave to, took part in and shared our appeals, events and communications, thus making our vital work possible.

As a result, £1,506,032 was raised in voluntary income, which enabled us to continue to support babies, children, young people and families in hospital and healthcare facing the toughest of times.

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## ACHIEVEMENTS AND PERFORMANCE

### COVID-19

It was our privilege to be asked to remain at the side of NHS Lothian to provide vital support throughout the pandemic. From March, the charity was classed as essential and actions were implemented to continue to meet the needs of babies, children, young people and their families. This included the launch of an emergency COVID-19 appeal (more on page 23). In direct response to feedback from families and NHS teams, the Emergency Appeal funds enabled ECHC to undertake the following activities:

#### Emergency Care Packs

1,292 food packs, 1,066 toiletry packs and 970 activity packs were made and distributed throughout the RHSC and delivered to the doorsteps of families known to the hospital. The packs were originally designed for families being discharged, but we quickly adapted to support families whose children with long term conditions were shielding at home, whose normal support systems disappeared with lockdown or who had no means to go to the supermarket. Food packs contained non-perishable items suitable for meals and snacks and toiletry packs contained essentials such as baby wipes, nappies and sanitary wear. Families were able to call us directly and ask for help with additional items such as baby milk formula.



*Mia's family received a care pack at home*



*Emergency care packs*

We quickly learned children were needing urgent support with play and staying occupied, so we developed activity packs which contained art materials, toys and games. They were designed for different ages, to be self-led or for parents to easily support the children with the activities.

### Book Bus

In partnership with Edinburgh City Libraries, we offered a weekly book delivery service to children and families in isolation to try to ease some of the pressure on parents and carers. The Council Library Service granted us use of a Book Bus with 5000 books, and we distributed over 550 bags of books to children.



*The Book Bus parked outside our office at Shawfair*

### **Emergency Care Pack & Book Delivery Feedback:**

"Thank you ever so much for our care package. This is a MASSIVE help for us!"

"Mia really enjoyed the books, especially the book about Lee the Pea and Collin the Carrot. She likes to read the book almost every day. She will enjoy more books and slowly be able to build on her skills and desire for reading. Once again, thank you for all the support."

"Many, many thanks for the kind gesture. It's amazing how quickly the cupboards fill and empty when you're shielding!"

"We received an amazing delivery of wonderful goodies last week and I just wanted to say a huge thank you for it. Lovely smellies, food and toys for our girls, was such a treat to receive, thank you so much!"

"It was such a relief when the book parcel from EHC arrived on our doorstep. The kids were so excited to open it and discover all the new books they had to read, which gave us some much needed breathing space. They let their imaginations run wild so they could go on all sorts of fantastic adventures without ever leaving the safety of home. Thank you."



### Youth Work and Family Support Service

ECHC's hospital-based youth work and family support service evolved to help families with their non-medical needs (including family relationship difficulties, loneliness, low self-esteem, refusal to engage positively with medical treatment and parenting problems). In order to continue delivering this vital service during the pandemic, online and telephone, individual and group work replaced the traditional face to face support and signposting service. An online youth group was facilitated every week and received a good attendance.

We continued to fund the family accommodation in the hospital which allowed parents to stay close to their child during admission. This helped to reduce further isolation and worry for families, as well as relieving the time, stress and cost burden of travelling home or arranging city centre accommodation during lockdown. While staying in the accommodation family members received support from the family support team and provisions of food and toiletries, also funded by ECHC. Families leaving to go home were also provided with our emergency care packs so they had sufficient supplies for their next few meals on their arrival home.

Emergency funding was made available to the hospital social work team to distribute to families living in poverty. As well as supporting families with children in hospital with transport to and from the hospital, clothes, phone calls and food, emergency financial aid was given to families to support them during the COVID-19 pandemic. The majority of funds helped with addressing and mitigating the specific challenges of isolation at home. Financial support was also given for the purchase of toys and craft materials, sporting and play equipment, garden toys, educational resources, books and tablet computers to allow access to the child's school's online learning.

### Art Studio Boxes

Numbers of children in hospital reduced as all non-essential inpatient treatment was postponed. The hospital was quiet, with only one visiting family member allowed at a child's bedside at a time, and playrooms closed. Children visiting the hospital were generally more seriously ill on arrival, as families chose to keep their children at home longer and, on admission, children were more scared than usual.



*Studio Boxes created by our Arts Team*



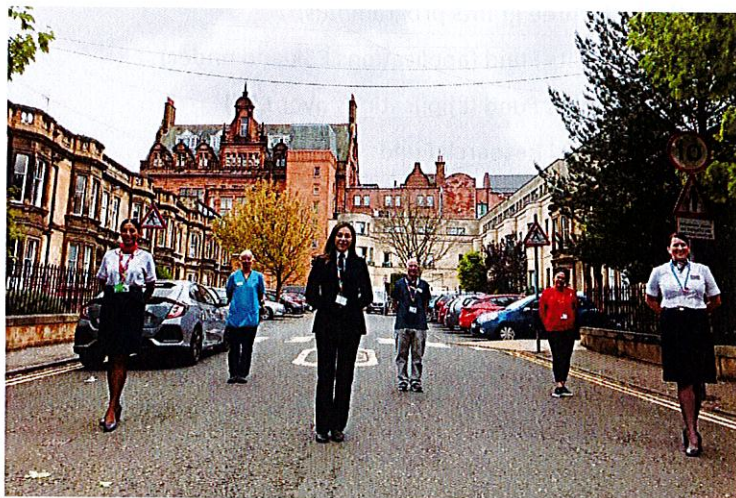
In response, our Arts Team designed and developed new Studio Boxes - self-contained themed boxes packed full of art resources for children to enjoy at their bedside. Themes included photography, sculpture, creative writing and acrylic paints. 1,655 Studio Boxes were distributed throughout the hospital, to Child and Adolescent Mental Health Services (CAMHS), to Queen Margaret Hospital in Dunfermline and to Sunndach and Calareidh Respite Services. Age and stage appropriate, Studio Boxes included instructions and inspiration sheets so children could easily enjoy creating by themselves or with the help of their parent or nurse. Materials to help children display their works of art by their bedside were included, allowing them to transform their clinical space into something more personal and comforting to them.

"I just wanted to thank you for the Studio Boxes - they have gone down really well with our young people. We used the materials this morning with three young people and the ward staff phoned up this afternoon to say that others had been asking for them so we took some more down. The three that took part this morning really engaged and thought the prompts were great. They all used the materials and even read out their pieces of writing to each other. The prompts really sparked their imagination, and they were really pleased with the notebooks and stencils." –

**Occupational Therapist, CAMHS Inpatient Unit**

#### Supporting Staff Wellbeing

Over 100 wellbeing boxes were given to NHS staff supporting children and young people's services in hospital and in the community. An ECHC Wellbeing Lounge was also created at RHSC and Project Wingman - a group of furloughed and grounded pilots and crew - hosted the lounge every Wednesday for six weeks, providing our NHS heroes with a well-deserved 'first class lounge' pampering experience.



*Project Wingman at the RHSC*

#### PPE Film

The Clinical Director of RHSC asked if ECHC could make a film explaining PPE to children, as many find it daunting when faced with NHS workers in PPE equipment in hospital. ECHC wrote, produced and distributed a short film explaining that underneath PPE equipment, NHS workers are as helpful and supportive as they have always been. The film was also shared across our social media channels to reduce fear in as many children as possible. It has now been viewed over 75,000 times around the world and used by various agencies.



### Additional Support

We funded equipment to allow the most at risk children with cystic fibrosis to undertake testing at home and avoid hospital attendance; iPads for theatres to help distract and engage children and young people who were more anxious due to healthcare staff being in PPE; and additional toys, games and entertainment – for example portable DVD players – for children in isolation while the ward playrooms were closed to reduce risk of infection. In addition, the ECHC team distributed thousands of Easter eggs, hot meals and food delivered for staff at RHSC, kindly donated by local supermarkets and restaurants.



*We supported the Theatres team with iPads to provide distraction*

### **Grants Programme**

ECHC distributes grants to the RHSC and other children and young people's community healthcare settings through three grants programmes:

- Small Grants Fund (applications £5k and under)
- Large Grants Fund (applications over £5k)
- Training and Research Fund

Applications can be accepted from any NHS staff member or voluntary sector organisation which can demonstrate that their application will deliver at least one of ECHC's four strategic outcomes and fit with our charitable purpose.

In 2020, ECHC received 40 grant applications. Of these, 31 were awarded, seven were declined or withdrawn and two are being considered. All of the applications that were awarded were funded by restricted funding sources. Of the 40, 12 awards were fully funded by the COVID-19 Emergency Appeal funds.

The 31 grants were awarded as follows from our three funding streams:

- 21 were awarded from our Small Grants Fund
- 7 were awarded from our Large Grants Fund
- 3 were awarded from our Large Grants Fund

In addition to these 31 newly awarded grants, an additional 38 grants that were either approved prior to the start of the year or relate to ongoing programmes of support were funded during 2020.

Unfortunately, due to the impact of Covid on our ability to raise unrestricted funds, the decision was taken to withdraw funding from ten grants that were going to be funded through unrestricted funds. Many of these projects however were not going to start until the full opening of the new hospital and as such we have encouraged applicants to reapply later in 2021 when a new assessment can be made based on the availability of funds at that time.

Throughout the year we supported all wards within the hospital and provided support to other departments, as well as in other locations, including:

- Royal Hospital for Children and Young People (RHCYP)
- St John's Hospital, Livingston
- Child and Adolescent Mental Health Services (CAMHS)
- NHS Lothian Arts Therapies Service
- Olivebank Child and Family Centre
- University of Edinburgh, Child Life and Health
- Community Children's Nursing Services
- Royal Infirmary of Edinburgh – 6VT Youth Support
- Calareidh and Sunndach Respite Services
- Paediatric & Adolescent Rheumatology
- Social Work
- Paediatric Clinic Neurosciences
- Respiratory and Sleep Medicine
- Paediatric Gastroenterology
- Paediatric Psychology Liaison Services (PPALS)
- Family Support
- Speech and Language Therapy
- Occupational Therapy
- Physical Therapy

We also continued our funding of the entire hospital voluntary services team, funded welcome gifts for new doctors and nurses starting at the RHSC and provided toys, books and games for the Playrooms throughout the hospital.

Some of the awards made throughout the year supported children and young people with conditions including:

Brain Injury

Cancers

Renal Conditions

Arthritis/Rheumatology

Diabetes

Cystic Fibrosis

Liver Conditions

Cerebral Palsy

Epilepsy

Crohn's and Colitis

Asthma

Pain

Examples of awards that were funded by the COVID-19 Emergency Appeal are:

- Items for emergency care and activity packs, including non-perishable food for meals and snacks, toiletries such as nappies, baby wipes and sanitary wear, and games and toys;
- Staff wellbeing boxes, filled with treats, refreshments and wellbeing motivation cards;
- Art packs for children and young people arriving at the RHCYP Outpatients' Department on the first week of opening;
- Therapeutic play and arts resources for PPALS;
- SIM cards for Sunndach and Calareidh Respite Services;
- Home spirometry equipment to allow children and young people with cystic fibrosis to test lung function at home and avoid coming to the hospital;
- Art therapy support for CAMHS through the provision of self-contained 'studio boxes' filled with arts resources and inspiration.



Examples of additional grants that were awarded this year, and programmes we are providing ongoing funding for, are:

- We awarded over £37k to fund the creation of an outdoor Music Garden and Performance Space in the ground floor paediatric acute receiving unit (PARU) courtyard at the RHCYP. Our Arts Team will use this space for outdoor performances with artists and musicians. When a performance is not on, the addition of large outdoor static musical instruments will mean that children can independently engage in music-making in the garden.
- We are currently funding a project to create a bespoke, standalone website for children's services, in partnership with NHS Lothian. The launch of the website will coincide with the new hospital opening.
- We continued to fund 'Talk To Us' – a joint project with 6VT Edinburgh City Youth Cafe which supports 13-18 year olds who may have been victims of crime; have misused alcohol or substances; or who may be at risk of self-harm. The service is the first of its kind for young people in Scotland and we are pleased that the team is now supporting the A&E team at the RHSC on Friday and Saturday nights. They will move to the RHCYP when it opens.
- We continued to support Memory Making for bereaved families, providing Palliative Care with a grant of £10k (which we give annually). This award funds items including memory boxes, charms, framed hand and foot casts and quilts. This year, this funding also enabled the team to purchase a stethoscope that can record sound, so families are able to have a recording of their child's heartbeat.
- The project to redevelop and make enhancements to St John's Hospital's Emergency Department, for which we have provided £50k of funding, was put on hold due to Covid-19. Work restarted in the latter part of the year and this project is progressing well.
- We funded therapeutic toys, games and arts supplies to provide an engaging and therapeutic environment for children and young people visiting PPALS.



*The 6VT team supporting the RHSC A&E team*



"As someone who received some of these elephants in a memory box after the death of our son, I want to thank all of those who take the time to support this great initiative. Whenever I look at them I remember happy times with our wee man!" –

**Dad who was helped by memory making activities when his son died**

"It is difficult to put into words the power of memory making for both the child and families. We have both been in many homes where the hand cast proudly hangs on the living room wall, tealights on display and the charms remain around the parents' necks before and long after their child has gone.

"[We have been] to funerals where parents and siblings are clutching the hand knitted elephants throughout the service. The families talk warmly and openly about the memory making process, often in retrospect as due to everything else happening they often do not see the bigger picture until much later and with the words 'I'm so glad we did this' – never a truer word spoken." – **Quote from Palliative Care Nurse who we supported with Memory Making activities**



*Elephants knitted by ECHC supporters which are given to bereaved families as part of our Memory Making activities with Palliative Care*

## **Children's Wellbeing Services**

In 2020, the Arts Programme, Volunteer Service, Youth Work and Drop In Service merged under the one umbrella of Children's Wellbeing Services. This has led to cross working between the teams and, therefore, a much more effective service for supporting children and young people. One key example of the benefits of this merger is that the Arts and Youth work teams have been working together to support artists to deliver their sessions (when Covid guidelines allowed). We have found that this has been a gentle approach for the youth work team to meet young people and their families and for us to then be able to arrange times for the youth work team to visit the young people who require additional support.

In January and February, all Children's Wellbeing Services ran successfully and as normal. However, at the outbreak of the pandemic in March, the Drop In Centre – the base of the Children's Wellbeing Services team – closed and the team adapted their offering to a telephone support service instead. As the hospital does not have WiFi available, these services were unable to move online, other than a weekly Youth Group which continues to run on a Monday evening via Zoom.

The Nook, an art and fundraising hub located within the RHSC, opened in October 2019. Child-led activities were successfully run from the Nook multiple days per week for children and young people in Outpatients and on the wards. It also increased ECHC's presence within the hospital and was a place where families and staff could find out more about the charity. This space unfortunately also had to close in March 2020 and we returned it to the NHS for PPE storage.

During August and September, we recruited three new members of the team, an Arts Facilitator, Assistant Project Worker and Art Commission Coordinator, all of whom have settled into their roles well.

### Arts Programme

Our Arts Team would usually run over 1,000 arts workshops per year in the hospital and in other NHS Lothian healthcare settings. However, from March, the team and the core group of artists we work with were no longer able to access the wards due to Covid-19 restrictions.

As a result, we had to develop new ways to help engage, distract and relax children while unable to access the wards or provide face to face support. In addition to the Covid-19 activities such as the Book Bus and Art Care Packs (detailed on pages 9 and 10), highlights include:

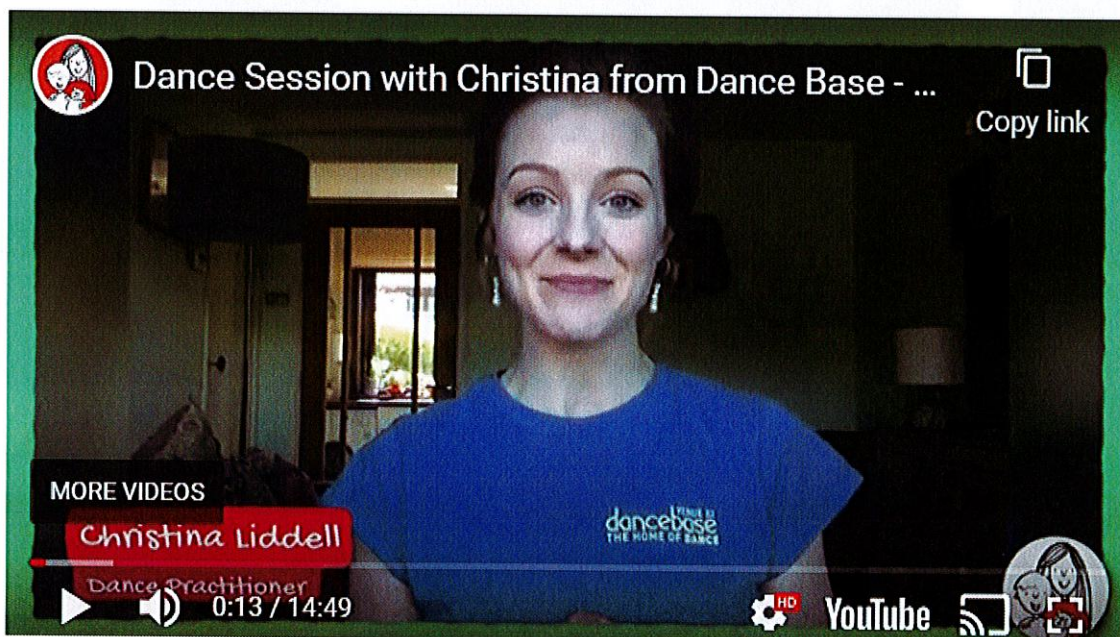
- Continued to run our Easter Bonnet Parade for a fifth year. In the two weeks leading up to Easter, children and young people on the wards decorated their Easter bonnets, which were then put up as a parade on our social channels, with the winners judged by our Royal Patron, HRH Princess Beatrice.



- Grew and developed our partnerships with other organisations, including with Capital Theatres through 'Curtains Up' – a project which saw children create original drawings which were then projected and traced onto their hospital bed curtains, giving them autonomy over their bedside environment and making it feel a little more like their own home.



- Introduction of Art 'Curtains Up' project with Capital Theatres 'Studio Boxes' filled with arts resources and inspiration. The boxes were designed to bring arts activities to children and young people while our artists were unable to visit the wards. Their role in supporting the mental health of children in hospital has become so important they will continue to be used beyond the pandemic. ECHC was grateful to Tiny Changes for supporting this project.
- Continued our support of Sunndach and Calareidh respite services through Wellbeing Boxes for staff, Studio Boxes to support their summer festival and Christmas decorations.
- Developed dance videos with Dance Base instructor Christina to virtually support children with physiotherapy.



Dance videos with Christina were hosted on our website to support children virtually with physiotherapy



- Continued to run The Sick Kids Community Choir virtually to support staff wellbeing. In June, we reached out to the hospital, community paediatric teams and EHC staff and created a virtual choir performance of 'Lean on Me' to lift people's spirits and as a message of hope.
- Continued to deliver seasonal activities, including Halloween and Christmas Living Advent Calendar.

"I just want to say congratulations to you and the EHC team for the great success of the virtual choir performance! It did sound amazing! Also, I think it has gone global... My friend sent it to me after seeing the Daily Record post! It is now being shared far and wide! Everyone I know loves it and have been quite moved by it." – **Feedback from a Radiology team member re. the 'Lean on Me' video**

"I am so excited to show my daughter Christina's video tomorrow. We are struggling to get her exercising at all - I'm concerned about loss of muscle tone and tightening hamstrings. She will be so happy to see Christina. We are so grateful for anything that might help during this difficult time." – **A parent before showing their child Christina's dance videos...**

**After watching the videos:** "She dances with us every evening before going up to bed."



*Our Virtual Choir Performance of 'Lean On Me', including staff members from RHSC teams and EHC*



From September, we were able to welcome our core external artists back into the hospital and recommence activities such as song writing, music making and magic.

Our core artists were also instrumental in the delivery of our Christmas Living Advent Calendar as we were unable to have visits from external groups. We would like to say a huge thank you to artists Tinderbox, Tricky Ricky the magician and storyteller Gerry Durkin for their continued support throughout this year.

***Verse written by young person in Ward 2 Day care during  
song writing session with Tinderbox:***

*'Walking down an empty corridor  
In a hospital at night.  
Take out my phone, call home  
The only sparks of light.  
Sunday morning, parents are coming  
So I'm not alone.'*

***Song written by child in ward 7:***

*'First aim accomplished  
Walking up the path.  
Next dream is in reach,  
Walking down the beach.*

*Getting stronger every day  
Physio and meadows play  
O.T. for me  
Cruisin' around  
I'm walking on my own.'*

The following table details the number of participants who attended the sessions we delivered in 2020.

<b>Arts Session Participants</b>	
Children and Young People	1,023
Staff	446
Family Members	40
<b>Total</b>	<b>1,509</b>

In addition to the number of children and young people involved in arts workshops, there are other projects where it is not possible to quantify the number of people taking part or the impact of these activities. These include our Easter Bonnet Parade, Trick or Treating and the Living Advent Calendar.



*A collage of our Living Advent Calendar Christmas activities*

### Youth Work

From June, the RHSC referred children and young people in the hospital who would benefit from one-to-one support to the Youth Team. In addition, Youth Team achievements include:

- Coordinated all emergency care packs for families known to the hospital, including liaising with hospital teams to reach families in need, overseeing and aiding with packing and organising all deliveries.
- Worked in partnership with the Arts Team to support activities within the hospital (when Covid guidelines allowed), enabling the Youth Team to approach children and young people in a gentler, less confrontational way.



- Supported the Arts Team with the delivery of the Christmas Living Advent Calendar. One highlight was organising Zoom calls between children and young people on the wards and players from Hibs, Hearts and Edinburgh Rugby, as Covid restrictions meant the teams were unable to visit the hospital this year.
- Worked with the CAMHS Trauma Team to develop Wellbeing Boxes to support young people experiencing mental health difficulties. The boxes contain a booklet, various resources to help with stress, anxiety and wellbeing, and coping mechanisms.
- Ran a weekly Youth Group via Zoom on Monday nights, with 5 to 10 young people attending each session.
- Signed up to the Power of Youth Charter to demonstrate our commitment to recognising and celebrating the young people we support and ensuring their voices are heard and valued.
- Launched our Youth Forum to give young people aged 10-21 the opportunity to have their say and influence decisions about their hospital/healthcare experience and to ensure EHC and NHS Lothian are providing services that meet the needs of young people. We are currently recruiting young people to join the Forum which will be further developed in 2021.
- Received referrals from the Community Nursing Team re. families' who were struggling afford Christmas presents, liaised with Cash For Kids to secure toys, then collected these and delivered them to families' houses.

"I think the youth group has been really positive throughout the pandemic... If we didn't have the Zoom sessions every week, we would all be stuck inside forgetting about what's beyond our window views and it's something to look forward to every week as it's at a set time."

"I was so physically and mentally bored at the start of lockdown. Having the youth group online has allowed me to meet new people my age and carry out fun tasks each week. I now really look forward to a Monday." – **Feedback from two young people who attended the weekly Youth Group via Zoom**

### Commissions

An Art Commissions Coordinator was employed in October to coordinate enhancements in the hospital and community healthcare settings. They have since been working alongside design studio City of Play to facilitate enhancements to St John's Hospital's A&E department; working with East Lothian Community Hospital to facilitate enhancements to the children's waiting spaces; progressing a project to document the Leave Your Mark wall at the RHSC to bring to the new site at the RHCYP; and working with the Dentistry Department at the RHCYP to coordinate a creative wall display to reduce children's anxiety about seeing staff in their PPE.

Elsewhere, we worked with a local artist to design a memorial bench which has been commissioned by the family of Bill Manson, a consultant at the RHSC. The 'Bill Manson Memorial Bench' is now installed in the staff courtyard at the RHCYP.

Many consultants are now having to hold appointments virtually to discourage large numbers of children from coming to the hospital. At the request of the RHSC, we created a child friendly poster that children could read and understand to prepare for their 'Near Me' virtual appointment.

### Volunteer Services

Volunteers have been instrumental in the success of ECHC's service delivery throughout the pandemic and have supported activities including: packing and delivering thousands of emergency care packs; assembling art studio boxes; staffing the Book Bus and packing book parcels; working in our shops at the RHCYP and RHSC; helping with Trust Fund research and office administration; and helping out at two Wellbeing events to support staff at the RHCYP and RHSC.

We would like to say an enormous thank you to all our volunteers who give up their time and continue to go above and beyond to support children, young people, families and staff at both hospitals.



*Volunteers and ECHC staff in the RHSC shop*

### **Voluntary Income**

The largest proportion of ECHC's income comes from charitable sources and the commitment of our supporters and the activities of the fundraising team are vital to enabling services for children and families. ECHC generally receives income from a number of income streams including: individuals making donations and fundraising; nurseries, schools, colleges and universities; companies; special events (dinners and balls); outdoor events (sports challenges); and trusts and foundations.

The pandemic had a significant impact on every fundraising income stream, with the exception of trusts and foundations. In particular, the cancellation of all events and many sports challenges, and the closure of businesses throughout the year had a devastating effect on fundraising income. In response, fundraising income was reforecast in June 2020 and the fundraising strategy was revised to focus on prioritising income streams still available which provide the highest return on investment.



Voluntary income for the twelve months to 31 December 2020 was £1,506k, down from 2019's income of £1,870k but surpassing June 2020's reforecast figure.

We operate in a highly competitive arena and we understand that the public make a choice to support us over many other deserving charities. We would like to thank all funders and supporters for their incredible generosity and for standing by ECHC during what has been such a challenging year for all.

We would encourage others to contact us if they are interested in transforming children's healthcare. We work hard to match funders' wishes to our most urgent priorities such as the hospital youth work service, family support, Arts Programme, capital projects, clinical research, medical equipment, staff salaries, playtime, mental health services, community healthcare and parent accommodation in the hospital. We are proud to show funders the difference their support makes through progress reports, sharing case studies and first hand through service visits when it is safe to do so.

### Individual Giving

Our programme of individual giving including through our Emergency Appeal and annual Christmas Appeal as detailed below, regular giving, one off donations and legacies, has continued. Individuals donated £223k in 2020 (£534k in 2019) Whilst income is down on the previous year, the number of individuals giving to the charity continues to grow at a time when support is needed more than ever.

### *Emergency Appeal*

When the country went into lockdown in March 2020, ECHC was classed as an essential service. It became clear that there was a need for supporting families in the hospital and shielding at home. The ECHC emergency fundraising appeal launched in March. Over £300,000 was raised to support children and families as well as NHS staff wellbeing, as detailed on pages 8-13. Support was received from individuals, many of whom gave more than once, trusts, businesses, and community groups. The ECHC community of supporters rallied, with 690 first time givers also responding to the call for action.

### *Christmas Appeal*

Our 2020 Christmas Appeal was called 'Give Christmas Back' and asked for donations which could give Christmas back to children in hospital. With COVID-19 restrictions on visiting, we knew children and young people would be more isolated than ever before. The mailing was sent out to 1,400 supporters by post, and 3800 supporters through our online ask. The appeal was also shared across all social media channels. In total, thanks to the generosity of the public over £73k was raised.

Families' stories were at the heart of the appeal, with Josh and his mum Claire the focus of the launch. Josh had been in hospital every December since he was born and they were desperate for a Christmas at home, which they were finally able



*Little Josh was the star of our 2020 Christmas Appeal*

to have in 2020. The appeal broadened to include other family stories each week in the run up to Christmas.

In the absence of our usual choir collections on the steps of The Dome, five community choirs pledged their support and filmed short videos which were shared on social media. Together, they raised £2,116.

An amazon wish-list was also created for supporters wishing to buy presents for children in the hospital.

"When you're in hospital, everything goes on hold. Time just stops. Your baby is all that matters. Upstairs in critical care, it is isolating and the days are long. The activities and visitors arranged by EHC throughout December have always given us things to look forward to and help to break up the day.

"We really hope we don't have to spend another Christmas in hospital but we know if we do, EHC will be there for us and all the children like Josh." – **Claire, mum of Josh, who was the lead case study for our Christmas Appeal**

#### Trusts & Foundations

The support of Charitable trusts and corporate foundations was increasingly important to voluntary income in 2020. Emergency response funding set up by companies, trusts and the Scottish Government was applied for, alongside approaches to pre-COVID funders. Many funders showed flexibility in allowing restricted funding to be reallocated in order to continue service delivery. Building positive relationships with funders is a priority for us, using a clear evidence-based approach, transparent and frequent communications.

In 2020, we developed a number of new strategic partnerships to support families' wellbeing and children's clinical care through funding world class medical equipment which will be in place at the RHCYP. We are grateful to all supporters for enabling this work and always welcome conversations with funders interested in supporting services.

The Welch Trust's support will bring MRI guided laser technology to the Scottish National Centre for Paediatric Epilepsy Surgery. This is the first time this technology will be available in Scotland and it will give children and young people from all over the country living with severe epilepsy the life-changing chance to be seizure free.

The Squire Foundation's support will bring advanced airway equipment to the new hospital, Simpsons Maternity Unit and St John's Hospital, Livingston. These highly specialised kits will give babies a chance to breathe when other ventilation techniques are no longer possible, saving young lives. The Squire Foundation have also funded Auditory Brainstem Response equipment which will allow children and young people to undergo a specialised hearing test without the need for a general anaesthetic.

Tiny Changes support has provided children and young people staying in hospital with Art Studio Boxes and Wellbeing Boxes. These boxes, mentioned in the Arts Programme section of this report, bring children joy, distraction and a means of creative expression, supporting their mental health. The boxes are used throughout the wards and in CAMHS.



The Scottish Government generously supported ECHC's Emergency Appeal. Much welcomed additional support received through their Improving Health and Wellbeing Division will bring emotional support for families with children in palliative care and through their bereavement.

We would like to thank all funders for their support and understanding throughout the uncertainties of the pandemic.

### Corporates

As with all other income streams, the pandemic significantly and negatively affected ECHC's ability to generate corporate income, particularly through employee fundraising. Corporate income in 2020 was £198K (£348k in 2019). However, this total also surpassed the reforecast corporate income budget by over £100k.

We were so grateful that most corporate partnerships which were active in 2019, carried into 2020 however, furlough and redundancies meant that many partners, especially those reliant on employee fundraising, were dormant. Importantly, a new three-year partnership with Gillespie Macandrew was secured at the end of the year.

We would like to say a special thank you to Walter Scott and Baillie Gifford, both of which provided vital funding towards our COVID-19 emergency appeal, as well as additional gifts throughout the year. We are hugely grateful for this continued support at a very difficult time for businesses.

All corporate events, both those organised by ECHC (including Survival on the Seat and the Dragon Boat Race, new for 2020) and those organised by our corporate partners (including Gilson Gray's Grace Banquet and the Edinburgh Grosvenor Hotel's Christmas Party) were cancelled in 2020 meaning all income was lost. A number of companies did however contribute to our Emergency COVID Appeal.

Our Living Advent Calendar was able to go ahead in the hospital, albeit in adapted circumstances to remain safe. Again, ECHC looked for the support of companies willing to gift a door. Despite the ongoing economic and business challenges, 14 doors were gifted; 11 by companies (six of whom donated in 2019), two by community groups and one by a trust.

### Community Fundraising

Traditionally a key element of voluntary income for ECHC, community fundraising was hit hard in 2020. Many community activities such as bucket shakes and fun days were cancelled. ECHC are grateful to those supporters who took their fundraising online and continued to raise awareness and funds.

### Sports Challenges

A number of large-scale sports challenge events, including Edinburgh Marathon Festival and the Kiltwalk, adapted to become virtual events, meaning ECHC supporters were able to complete their fundraising challenges or defer entries to 2021.

ECHC's annual gaming marathon Save Point took place in October and a special lockdown edition of this event 'Save Point Bonus Level' ran in June. For the first time, sponsorship was generously committed from gaming giant Rockstar North. A total of £39k was raised from the two events.

A brand new challenge, Lap The Map, was created in partnership with Glasgow Children's Hospital Charity (GCHC) which saw participants from Scotland's two biggest cities go head to head in a virtual race around Scotland in support of their local children's hospitals. Taking place in the summer when typical summer holidays were cancelled, 1,053 ECHC supporters collectively raced as 'Team Edinburgh'

to beat 'Team Glasgow' to be the first to lap the map (10,007 km) of Scotland, then the world (40,075km). Team Edinburgh won both the Lap the Map and Lap the World titles, raising £118k.

Lap the Map engaged NHS teams at a time when NHS staff were feeling overwhelmed and exhausted. The unique competitive element of the challenge boosted morale by bringing teams together under the common goal of beating their counterparts in Glasgow. Of the 2,000+ challenge participants, 569 were NHS staff from both hospitals. We are hugely grateful to our dedicated NHS colleagues for helping Team Edinburgh to take the trophy and raising such a phenomenal sum.

The challenge event - organised in only a few weeks, during the team restructure, with unprecedented participant numbers - presented the team with many operational challenges but each team member worked above and beyond to deliver. A lockdown success story, ECHC looks forward to retaining our Lap the Map title in 2021.

**Lap The Map Participant Feedback:**

"We are the champions! Amazing amount of money raised for our ECHC. Well done GCHC. Also, amazing efforts by all to support our children, young people, families and staff. We couldn't work without the charities." – **RHSC Staff Member**

"Amazing news! Feeling fitter already. Thank you ECHC for such a fun, team activity. Have really enjoyed finding new routes and being part of this." – **RHSC Staff Member**

"Our daughter is loving life thanks to Edinburgh Sick Kids hospital. Forever grateful and a supporter for life. You are all amazing. Isn't it great when everyone comes together because TOGETHER EVERYONE ACHIEVES MORE!" – **Mum of young girl who regularly visits the RHSC. The whole family took part in Lap the Map together.**



## Tribute Funds



*A collage of Team Edinburgh Lap the Map participants*

ECHC is privileged to hold a number of tribute funds, set up in recognition of special individuals as a lasting legacy and to enhance the work of the charity. Some tribute funds raise money to enable specific projects or services and others support our work more generally, ensuring that nothing gets in the way of children being children while they are in hospital.

An enormous thank you to the following tribute funds for their ongoing support during a very challenging year:

- Bill Manson Memorial Fund and Scholarship Fund - Bill Manson was a Consultant Paediatric Surgeon at the RHSC. His memorial fund funded the Bill Manson Memorial Bench which now takes pride of place in the RHCYP courtyard.
- Craig Gowan's Memorial Fund – Contributed towards our COVID Appeal and enhanced activity and study rooms for young people in the RHCYP. Craig Gowan was a talented footballer and artist, and his artwork features on the wall of the adolescent room at the new hospital.





- Jess Mackie Memorial Fund - Jess Mackie was passionate about music and her fund supports the ECHC therapeutic music programme in hospital. It also helped to make the new music garden at the RHCYP a reality, enabling children, young people and families to make music and memories while in hospital.
- The PJ Foundation – The PJ Foundation supported our Emergency Appeal, and funded 12 Christmas trees for the RHSC and RHCYP in memory of PJ Cockburn who loved Christmas.



*The Bill Manson Memorial Bench at the RHCYP*

### Special Events

While all our special events were cancelled, thanks to the efforts of our Fundraising Committee, led by Fundraising Ambassador Frankie Cusack and the commitment of our Sports Quiz enthusiasts, we created a virtual Sports Quiz event which streamed live over YouTube and provided a fun, online evening. This was the first time we had adapted one of our flagship special events into a virtual offering and it proved to be a huge success, raising over £50,000 to provide additional support for children and young people with severe epilepsy.

While social distancing remains in place, challenges and events are unlikely to take place until autumn 2021 at the earliest. Income will remain challenged in 2021 and some income streams may not return until 2022. We will continue to explore ways to diversify our income streams.

The charity is indebted to everyone who gave to, took part in and shared our appeals, events and communications, thus making our vital work possible. An enormous thank you also to all our sports challenge participants who deferred their places and continued to fundraise, to our regular givers who



kept on giving and to our special events guests who carried forward their bookings to future dates. All of this is helping to reduce the impact the pandemic continues to have on our income and we are hugely grateful.

Although we have been successful in securing significant funds through the activities outlined, much of this income is being used for restricted purposes. Unrestricted income – income that funds our core costs and ensures the long-term sustainability of the organisation - has been most severely impacted by the pandemic and remains challenged.

### **Retail**

Following on from the delayed hospital move, ECHC continued to run the shop within the main inpatient's reception area in the RHSC throughout 2020. The shop provided a range of snacks, drinks, gifts, cards and toys.

In May 2020, we were delighted to open our new hospital shop at the RHCYP to support the opening of the DCN and to discourage hospital users, staff and visitors from moving between RHCYP and the Royal Infirmary. The shop was described by one clinician as 'an oasis in a desert' and the friendly welcome provided by staff and volunteers made a positive difference at a challenging time.

Our hospital shops provided a vital lifeline to children, families and NHS staff throughout lockdown. This was made possible thanks to the support of staff members from other teams within ECHC, as well as volunteers. We have been overwhelmed by the support from volunteers (new and existing) who have helped keep the shops running throughout the pandemic.

Advice was sought on how to run both the shops safely given the increased risks around Covid-19 with the following being implemented: operating a one-way system, having a maximum of two customers at a time, social distancing, the installation of safety screens and self-scan, and offering contactless payment.

#### **Feedback from Shop Volunteers:**

"As a newbie, I was warmly welcomed into the shop. Everyone is lovely."

"It's nice to be able to come in and contribute to something just now, with everything going on in the world."

"The interaction with staff is very rewarding and motivating as they are always very positive and complimentary of what the charity does."

#### **Feedback from Shop Customers:**

"The shop is fab; you have lots of options."

"Sandwiches are great!"

"It's lovely to hear what the charity has been doing in the hospital."

The RHSC shop closed in March 2021 when the hospital move completed and the RHCYP shop is now operating a full 7 day a week service.

All profits from our shops are transferred from ECHC's trading company Task Trading to ECHC at the end of the year and used for charitable purposes.



*Our new shop at the Royal Hospital for Children and Young People*

### **Royal Patron**

We are delighted to continue to receive invaluable support from our Royal Patron, HRH Princess Beatrice of York. This year, Her Royal Highness once again judged the hospital Easter Bonnet competition and the children and young people were delighted to have their efforts judged by a Princess.

The Princess also sent a lovely gift to our team from Neom Organics to give us a little bit of much needed relaxation during difficult times.

### **NHS Lothian**

We would like to thank NHS Lothian for the many years of rent free shop and office space in the RHSC. We are also delighted to have been given office space rent free within the new hospital for at least five years. This is combined with the same arrangement for our shop and Hub in the new hospital, for which we are incredibly grateful.



## FINANCIAL REVIEW

Total income for the year to 31 December 2020 equalled £1,681,781 (£2,760,697 in the year to 31 December 2019) and total expenditure equalled £1,821,503 (£2,507,071 in 2019). The total net expenditure was £139,722 (net income of £253,626 in 2019).

Details are provided in the preceding paragraphs and further analysis is provided in the notes to the accounts.

### Reserves Policy

It is the preference of ECHC that funds are donated for general rather than restricted purposes whenever possible and staff will advise supporters to this effect. However, ECHC may at times wish to restrict funds being solicited through an appeal (e.g. a Christmas appeal for a specific piece of equipment).

ECHC also receives funds which are restricted by supporters for specific items and projects; or more generally to a ward or to the treatment of a condition.

Staff hold regular meetings to manage these funds and ensure that they are being spent appropriately and within a reasonable time period, in line with our 'Policy on Management of Restricted Funds'

Funds at 31 December 2020 totalled £2,432,020 (£2,571,472 at 31 December 2019) of which £835,832 (£803,425 at 31 December 2019) represents Restricted Funds (funds received which are earmarked by the donor for a specific ward, department or project) and £1,596,188 (£1,768,317 at 31 December 2019) represents Unrestricted Funds.

Out of the unrestricted funds, the Trustees have designated a sum totalling £186,441 which will be spent on specific projects during the next year. This is shown separately in the balance sheet as Designated Funds. A further sum totalling £454,212 is allocated to the Operating Fund, which is equivalent to six months operating costs.

### Going Concern

In light of the COVID-19 pandemic, the Trustees have carefully considered the impact of COVID-19 on the charity and have undertaken a detailed going concern review.

Financial modelling has been undertaken to reflect actions that can be taken to ensure the charity can continue to operate going forward despite the impact that COVID-19 has and will continue to have on the charity's ability to generate income.

The Trustees are satisfied that the accounts should be prepared on a going concern basis taking comfort in the resilience of the charity given:

- The strength of the charity's cash position and level of reserves
- The charity's ability to be agile due to the discretionary nature of much of its expenditure. The grants programme, large parts of the Children's Wellbeing Service can be stopped, delayed or reduced as required providing the charity with flexibility and control over a large proportion of its expenditure
- The charity's ability to generate income despite its traditional routes of income being significantly restricted. As detailed in the previous section, this year the charity was able to successfully revise its fundraising strategy for the year in order to focus on prioritising those

income streams still available which provided the highest return on investment. The same focus has been prioritised when preparing the budget for 2021.

### **Risk Management**

Risk is managed through the risk register which whilst usually reviewed twice yearly by the Trustees is currently being reviewed at each Trustee meeting due to the heightened risks faced by the charity due to Covid. As at 31 December 2020, one risk was identified as scoring 15 – “Catastrophic/possible”; two risks were identified as scoring 12 – “severe/possible”; four risks were identified as scoring 9 – “moderate/ possible”; five identified as scoring 6 - “moderate/ unlikely” or “possible/low”; and five identified as scoring 4 or lower – “unlikely/ low”.

Two key identified risks, along with some of the mitigants identified for each, are:

Continued negative impact of Covid Restrictions on income levels reducing our reserves to a position where the organisation is unsustainable (severe/possible)

- Recovery Planning from June 2020 included reductions in expenditure
- Budgeting process for 2021 including all staff input for best chance of accuracy
- 2021 budget has been prepared taking into account the impact of Covid restrictions on fundraising activities and income generation.
- Fundraising strategy for 2021 developed to maximise opportunities, focusing on high ROI activity and the development of new income streams,
- Additional cost saving measures have been identified, along with the trigger points for implementing these.

ECHC not able to deliver services or run our operations due to restrictions/impacts of Covid.  
(severe/possible)

- Staff working from laptops and cloud based system to allow home working. All equipment taken home each night in case of sudden localised or national lockdown.
- Regular meetings with NHS senior team to discuss ward access
- All projects delivered by ECHC staff or sessional workers can be paused if required
- Staff to be split up once new hospital offices commissioned in March 2021
- Key personnel identified and planning in place to ensure that systems/ processes not reliant on one person e.g. payroll
- Reviewed with HR Specialist the organisation's policy on travel abroad, quarantine, shielding etc.
- Multiple staff trained on how to run the shops and a new 'bank' of volunteers have been recruited
- All systems moved to remote working – liaising with auditor to ensure systems and controls are robust
- Staff Whatsapp group used for quick relaying of urgent communications (in the case of shut down)



## FUTURE PLANS

The organisation develops and implements a Strategic Plan every three years. The strategy for 2019 – 2021 was approved by Trustees at their January 2019 Awayday. The strategy was developed by the staff team with input from a range of stakeholders.

The strategy details:

- Aim and purpose of the organisation
- ECHC's four strategic outcomes
- Our values
- Who we work with
- What we do
- The difference we make
- How we measure this difference

In addition, the strategy sets out the organisation's goals for the next three years:

- Provide a grants programme to transform children and young people's healthcare in hospitals, community healthcare settings and mental health services
- Provide a high quality arts programme for all children and young people receiving healthcare in hospitals, community healthcare settings and mental health services
- Develop the youth work, child and family support service provided by The Hub team to support more children, young people and their families
- Make a significant difference in the area of children's mental health, helping to improve outcomes and increase the success of early interventions
- Through collaboration, be a partner in the delivery of a highly effective volunteer programme throughout children's services (hospitals, community and mental health services), in line with the NHS Lothian Volunteering Strategy 2018 – 2023 "Volunteering Well", to benefit children, young people and their families
- Develop a thriving retail community that's both a welcoming service for children, young people and families and contributes to the charity
- Continue to support the vital activities of the Play Team and Family Support Services in the RHCYP and across children's services
- Demonstrate to a variety of audiences, including potential funders, the difference which ECHC makes to children, young people and their families' lives
- Have a highly professional, skilled, happy team who continually achieve results which deliver positive outcomes for children, young people and their families
- Deliver exceptional fundraising, which develops gracious relationships with supporters and enables us to raise the money we need
- Provide excellence in governance, management and controls; and provide effective systems and processes which support the team to deliver results for children, young people and their families

All the actions are detailed in our Annual Action Plans which all staff participate in developing each year. A three-year Financial Plan along with annual expenditure and income budgets were developed to support the work of the strategy.

Further strategic planning was undertaken at the beginning of 2021 by the Senior Management team, the Deputy Director of Fundraising and Marketing and the Deputy Director of Children's Wellbeing Services to hone in on the priorities for the next 12 months as we try to recover and rebuild the charity whilst remaining true to the wider three year strategic objectives agreed with the Trustees in 2019. A set of priorities has been developed to ensure that we continue to adapt and thrive in 2021.

The opening of the new RHCYP, in March 2021, marks the beginning of an exciting new chapter for ECHC. We are very grateful to have been given office space by NHS Lothian within the new children's hospital and our Children's Wellbeing Team as well as members of our fundraising team will be based there.

The current Drop in Centre will move to the new hospital and be known as 'The Hub'. The service will be located within the building itself and will continue to offer a range of vital youth work, child and family support services.

### **Monitoring**

Progress against the strategy is monitored annually by the Trustees although regular updates on activity, as well as latest financial performance, are received by Trustees at each Trustee meeting.

Staff monitor progress against strategy by reviewing action plans and through a schedule of regular meetings. These include Senior management meetings, Manager meetings and departmental team meetings. There are also a number of short-term working groups set up to deliver specific pieces of work. All staff are involved in at least one of these meetings.

In addition, all staff receive a monthly support meeting with their line manager. At these meetings personal objectives are agreed for the coming year and progress against these is discussed. It is also a good opportunity to discuss any learning or development needs which employees may have.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Edinburgh Children's Hospital Charity was formed as an unincorporated association on 7 December 1992. On 1 October 2010 the assets and liabilities of the association were transferred into a company limited by guarantee, then called The Sick Kids Friends Foundation. The 'Memorandum and Articles of Association' is the governing document for the organisation and sets out the charitable purpose and governance structure. ECHC is recognised by HM Revenue & Customs as a charity and is registered with the Office of the Charity Regulator (OSCR) as a Scottish Charity with Scottish Charity Number SC 020862.

These accounts are the tenth accounts of the charity in the form of a company limited by guarantee and cover the twelve months to 31 December 2020.

### **Trustees**

The Directors of the Company (the Trustees) are responsible for the strategy and governance of the Charity and monitoring performance in line with the strategic objectives. The Trustees include members with professional experience in public sector (including health and education) and private sector (including retail, property, legal and financial services). The responsibility for delivering the



strategy is delegated by the Board to the staff team.

There are currently 10 Trustees who are all volunteers. Biographies of the Trustees are given on the ECHC website. They receive no remuneration other than reasonable expenses, such as travel, should they wish to claim it. No expenses were claimed during the year. When being recruited, Trustees undergo a selection process led by a delegated Governance Sub-Committee. All Trustees have a Role Description and Person Specification, sign up to the ECHC Trustee Code of Conduct and complete a Register of Interests annually. In 2016, ECHC, supported by Edinburgh Voluntary Organisations Council (EVOC) embarked on a programme of Trustee training and governance review to ensure that all Trustees were reminded of their duties and responsibilities. A Trustee Handbook was developed in 2017 to provide existing and new Trustees with helpful information about the organisation. Board Effectiveness reviews were also introduced in 2017.

The Trustees on an ongoing basis give consideration to the range of skills and experience on the Board. During the twelve months (and up to the signing of these accounts) there were the following changes to the Board of Trustees:

- Dr Paul Leonard, the Professional Lead Consultant for Paediatric Emergency Department at RHSC, retired from the Board in October 2020.
- Dr Louise Potter, a Consultant Clinical Psychologist who runs a private practise following 8 years of experience within the NHS, joined the Board in February 2021.

The Trustees would like to record their grateful thanks to Paul Leonard, who has been a supportive and dedicated member of the Board since 2011. We are delighted that Paul will continue his association with the charity by remaining as a (non-Trustee) member of the Grants Committee.

### **Decision Making**

The Trustees meet regularly to monitor progress, decide on applications and receive reports. A schedule of meetings is agreed annually. The Trustees approved the current Strategy in January 2019 and on an annual basis a budget for income and expenditure is approved. Responsibility for delivering the strategy is delegated to the Chief Executive and staff as detailed in the Scheme of Delegation and Sub-Committee Terms of Reference. Regular reports on progress are given at Trustee meetings.

There are three sub-committees, which meet as required and make recommendations to the Board. These are:

#### *Audit Committee*

The Audit Committee meet up to three times a year and comprises of Trustees and one non-Trustee. The committee receives reports from the CEO and the finance team on financial activity, systems and processes. Each year the organisation undergoes an audit whereby the robustness of ECHC's financial processes are assessed. The auditors report to the Trustees on any issues or areas requiring improvement.

#### *Grants Committee*

The Grants Committee, who meet three times a year and comprise of both Trustees and external members, are responsible for:

- Having oversight of grant applications for amounts less than £5,000 which are granted by the CEO

- Considering and approving grant applications for amounts of £5,000 up to £50,000
- Advising the full Trustee board on grant applications for amounts over £50,000.

#### *Governance Committee*

The Governance Committee take delegated responsibility on behalf of the board of trustees for ensuring effective and improving governance.

They are responsible for:

- Considering and make recommendations to the board on all matters relating to governance
- Considering and advising the board on the composition and balance of the board
- Nominating and determining the process for selecting candidates to be recommended for appointment to the board and committees
- Developing and recommending to the board policies and procedures
- Reviewing and advising the board on the charity's pay awards

#### **Management**

The charity is led by the Chief Executive and has two senior managers, the Director of Fundraising and Marketing; and the Director of Operations and Finance.

#### **Organisational structure**

The staff team is made up of:

- The Chief Executive
- Fundraising and marketing team
- Finance and operations team
- Children's Wellbeing Services Team
- A Shop Manager and team
- Admin support

The team comprises thirteen full time staff and fourteen part-time staff on average throughout the year.

#### **Team Development**

Following the successful completion of a bespoke improvement programme called 'Stepping It up' in 2019, the focus for 2020 was to support the team to implement the learnings from the programme with an increased emphasis on goal-setting at organisational, team and individual level and a focus on planning, reporting, 1-2-1s and appraisals.

In 2020 and the onset of Covid, the focus moved to prioritise the survival of the charity and staff wellbeing. A resilience session for the entire team was held in October by an external facilitator who is a Senior Accredited Counsellor and Chartered Counselling Psychologist. This session focused on reflecting on the past 7 months and looking at how we could bounce back, build a resilient team and move forward in continuing uncertain times.

In early 2021, a further session was held for all staff by the facilitator of SIU, the purpose of which was to provide a moment of time-out at the start of what is likely to be another challenging year and to give an opportunity to consolidate and reinforce the team and identify actions that will continue to raise already high levels of performance.

### **Finance and Administration**

The organisation has robust financial management procedures. These include processes for committing the organisation to expenditure, ordering from suppliers and cash handling.

All staff play an important role in ensuring that financial management policies and processes are followed at all times.

An income and expenditure budget is developed annually with input from all staff. This is approved by the Trustees and progress against the budget is monitored through monthly management accounts.

ECHC also has robust policies and procedures in relation to information governance (the storing, management and processing of personal data). All supporter information is stored on our Raisers Edge database in line with Data Protection legislation.

### **Salary review**

A salary review in September 2015 was conducted and a new pay scale introduced. In considering this, the CEO benchmarked against a number of charities, including two with similar purpose; used online salary comparison sites; and considered the scope and salary of similar posts advertised in sector recruitment sites. The pay of senior management was subject to the same approach. However, the remuneration of the CEO is benchmarked, considered and agreed by the Chair and Trustees.

A benchmarking exercise to commence in 2021 has been approved by the Governance Committee.

### **Connected Bodies**

Task Trading Limited is a wholly owned subsidiary company through which the trading activities for Edinburgh Children's Hospital Charity are carried on. Task Trading Limited shares its principal address with Edinburgh Children's Hospital Charity. Gross income for the year to 31 December 2020 amounted to £170,214 (£880,176 in 2019) with the significant decrease being due to a large proportion of the income in 2019 being generated through the Oor Wullie Big Bucket Trail. The net profit to be gifted to Edinburgh Children's Hospital Charity for the year to 31 December 2020 was £609 (£173,468 in 2019). The Sick Kids Friends (Little France) Limited was set up in December 2010 and has not traded.

### **Relationship between the Charity and Related Parties**

- Task Trading Ltd was set up as the trading company of the charity and donates its profits to the charity under the Gift Aid Scheme on an annual basis.
- As at the year end, two Trustees, Lindsay Gardiner (Chair) and John Brodie are directors of Task Trading Ltd. The CEO of ECHC, Roslyn Neely, is also a director of Task Trading.
- One Trustee, Lindsay Gardiner (Chair) is a director of The Sick Kids Friends (Little France) Limited, as is the CEO of ECHC, Roslyn Neely.
- One Trustee, John Brodie (CEO of Scotmid) has continued to support our retail activities throughout the year.



- One Trustee, Fiona Linklater is a Director at Lindsays. During 2020 we received employment law advice from a colleague of Fiona's at Lindsays to the value of £408.
- One member of the Grants Committee, Paul Leonard, is a Consultant in Emergency Medicine at the RHSC. During the year, the Emergency department has benefitted from grants provided by ECHC.

#### **Auditors**

MHA Henderson Loggie were re-appointed by the members at the Annual General Meeting in October 2020. So far as each Trustee is aware, there is no relevant audit information of which the auditors are unaware. Each Trustee has taken the appropriate steps to make themselves aware of such information and to establish that the auditors are aware of it. The Trustees' report is prepared in accordance with special provisions of the Companies Act 2006 relating to small companies.

Approved by the Trustees and authorised for signature by:



Lindsay Gardiner  
Chair  
26 April 2021

## Statement of the Trustees' Responsibility in respect of the Accounts

The Trustees are responsible for preparing the Report of the Board of Trustees and the financial statements in accordance with applicable law and regulations.

Law applicable to incorporated charities in Scotland requires the Trustees to prepare an annual report and financial statements for each financial period in accordance with applicable law and regulations. Under that law the Trustees prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the group at the end of the period and of its financial activities including its income and expenditure during the period then ended.

In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and

Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity and the group will continue in operation.

The Trustees are responsible for keeping proper and adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the group and the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

## **Edinburgh Children's Hospital Charity**

### **Independent auditor's report to the Trustees and Members of Edinburgh Children's Hospital Charity**

#### **Opinion**

We have audited the financial statements of Edinburgh Children's Hospital Charity Limited (the 'parent charitable company') and its subsidiary (the 'group') for the year ended 31 December 2020 which comprise the Group and Parent Charitable Company Statements of Financial Activities, the Group and Parent Charitable Company Statements of Financial Position, the Group and Parent Charitable Company Cash Flow Statements and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31 December 2020 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended)

#### **Basis of opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue. Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

#### **Other information**

The other information comprises the information included in the Trustees' report, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.



## **Edinburgh Children's Hospital Charity**

### **Independent auditor's report to the Trustees and Members of Edinburgh Children's Hospital Charity**

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' Report, which includes the Directors' Report, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report, which includes the Directors' Report, has been prepared in accordance with applicable legal requirements.

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report which includes the Directors' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006, the Charities and Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended) require us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- The Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

### **Responsibilities of Trustees**

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the Directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

## **Edinburgh Children's Hospital Charity**

### **Independent auditor's report to the Trustees and Members of Edinburgh Children's Hospital Charity**

#### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with the Acts and relevant regulations made or having effect thereunder

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud, is detailed below:

- Enquiring with management about any known or suspected instances of non-compliance with laws and regulations, including GDPR and employment law, and fraud;
- Review of correspondence with regulators including OSCR and the Health & Safety Executive;
- Review of legal fee expenditure and board minutes;
- Challenging assumptions and judgements made by management in their significant accounting estimates, and
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness

Because of the field in which the client operates, we identified the following areas as those most likely to have a material impact on the financial statements: Health and Safety; employment law (including the Working Time Directive); and compliance with the UK Companies Act, Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts Regulations 2006.

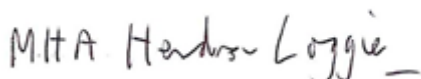
## Edinburgh Children's Hospital Charity

### Independent auditor's report to the Trustees and Members of Edinburgh Children's Hospital Charity

Owing to the inherent limitations of an audit, there is an unavoidable risk that some material misstatements in the financial statements may not be detected, even though the audit is properly planned and performed in accordance with the ISAs (UK). For instance, the further removed non-compliance is from the events and transactions reflected in the financial statements, the less likely the auditor is to become aware of it or to recognize the non-compliance.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

This report is made solely to the members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charity's trustees', as a body, in accordance with Section 44 (1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the members and the charity's trustee's those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity, its members as a body and its directors as a body, for our audit work, for this report, or for the opinions we have formed.



**James Davidson** (Senior Statutory Auditor)

For and on behalf of MHA Henderson Loggie

Chartered Accountants

Statutory Auditor

Eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

11 -15 Thistle Street

Edinburgh

EH2 1DF

Date: 25 May 2021

MHA Henderson Loggie is a trading name of Henderson Loggie LLP



## Edinburgh Children's Hospital Charity

### Consolidated Income and Expenditure Account and Statement of Financial Activities for the year ended 31 December 2020

		Year to 31 December 2020			Year to 31 December 2019		
	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
<b>Income:</b>							
Donations and Legacies	2	749,381	756,651	1,506,032	1,328,382	541,521	1,869,903
Other Income	3	1,017	-	1,017	400	-	400
Other Trading Activities	4	168,381	-	168,381	879,366	-	879,366
Income from Investments	5	6,351	-	6,351	11,028	-	11,028
<b>Total Income</b>		<b>925,130</b>	<b>756,651</b>	<b>1,681,781</b>	<b>2,219,176</b>	<b>541,521</b>	<b>2,760,697</b>
<b>Expenditure</b>							
Expenditure on Raising Funds	6,7,8	454,763	182,821	637,584	1,176,654	115,230	1,291,884
Expenditure on Charitable Activities	9	471,316	712,603	1,183,919	568,932	646,255	1,215,187
<b>Total expenditure</b>		<b>926,079</b>	<b>895,424</b>	<b>1,821,503</b>	<b>1,745,586</b>	<b>761,485</b>	<b>2,507,071</b>
<b>Net Income / (Expenditure)</b>		<b>(949)</b>	<b>(138,773)</b>	<b>(139,722)</b>	<b>473,590</b>	<b>(219,964)</b>	<b>253,625</b>
Transfers between funds	12	(171,180)	171,180	-	(415,736)	415,736	-
<b>Net movement in funds</b>		<b>(172,129)</b>	<b>32,407</b>	<b>(139,722)</b>	<b>57,854</b>	<b>195,772</b>	<b>253,625</b>
<b>Reconciliation of funds</b>							
Total funds brought forward at 1 January 2019		1,768,317	803,425	2,571,742	1,710,463	607,653	2,318,116
<b>Total funds carried forward</b>		<b>1,596,188</b>	<b>835,832</b>	<b>2,432,020</b>	<b>1,768,317</b>	<b>803,425</b>	<b>2,571,742</b>

## Edinburgh Children's Hospital Charity

Income and Expenditure Account and Statement of Financial Activities  
for the year ended 31 December 2020

				Year to 31 December 2020			Year to 31 December 2019
	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds £	Unrestricted Funds £	Restricted Funds £	Total Funds £
<b>Income:</b>							
Donations and Legacies		921,016	756,651	1,677,667	1,357,877	541,521	1,899,398
Other Income	3	6,721	-	6,721	11,526	-	11,526
Income from Investments	5	6,351	-	6,351	11,028	-	11,028
<b>Total Income</b>		<b>934,088</b>	<b>756,651</b>	<b>1,690,739</b>	<b>1,380,431</b>	<b>541,521</b>	<b>1,921,952</b>
<b>Expenditure</b>							
Expenditure on Raising Funds	6,7,8	290,949	182,821	473,770	481,795	115,230	597,025
Expenditure on Charitable Activities	9	471,316	712,603	1,183,919	568,932	646,255	1,215,187
<b>Total Expenditure</b>		<b>762,265</b>	<b>895,424</b>	<b>1,657,689</b>	<b>1,050,727</b>	<b>761,485</b>	<b>1,812,212</b>
<b>Net Income / (Expenditure)</b>		<b>171,823</b>	<b>(138,773)</b>	<b>33,050</b>	<b>329,704</b>	<b>(219,964)</b>	<b>109,740</b>
Transfers between funds	12	(171,180)	171,180	-	(415,736)	415,736	-
<b>Net movement in funds</b>		<b>643</b>	<b>32,407</b>	<b>33,050</b>	<b>(86,032)</b>	<b>195,772</b>	<b>109,740</b>
<b>Reconciliation of funds</b>							
Total funds brought forward at 1 January 2019		1,594,937	803,425	2,398,362	1,680,969	607,653	2,288,622
<b>Total funds carried forward</b>		<b>1,595,580</b>	<b>835,832</b>	<b>2,431,412</b>	<b>1,594,937</b>	<b>803,425</b>	<b>2,398,362</b>

# Edinburgh Children's Hospital Charity

## Balance Sheet at 31 December 2020

Notes	Group		Charity	
	31 December 2020 £	31 December 2019 £	31 December 2020 £	31 December 2019 £
<b>CURRENT ASSETS</b>				
Stock	12,894	19,270	2,786	2,872
Debtors	205,607	533,744	256,186	653,290
Cash at bank and in hand	2,384,187	2,195,348	2,326,283	1,895,427
<b>CURRENT ASSETS</b>	<b>2,602,688</b>	<b>2,748,362</b>	<b>2,585,255</b>	<b>2,551,589</b>
Other grants and creditors	(170,668)	(176,620)	(153,843)	(153,227)
<b>CREDITORS: amounts falling due within one year</b>	<b>(170,668)</b>	<b>(176,620)</b>	<b>(153,843)</b>	<b>(153,227)</b>
<b>NET CURRENT ASSETS</b>	<b>2,432,020</b>	<b>2,571,742</b>	<b>2,431,412</b>	<b>2,398,362</b>
<b>NET ASSETS</b>	<b>2,432,020</b>	<b>2,571,742</b>	<b>2,431,412</b>	<b>2,398,362</b>
Net assets comprising:				
<b>Restricted funds</b>	<b>835,832</b>	<b>803,425</b>	<b>835,832</b>	<b>803,425</b>
Unrestricted funds	955,535	991,921	954,927	818,541
Operating fund	454,212	627,579	454,212	627,579
Designated funds	186,441	148,817	186,441	148,817
<b>Total unrestricted funds</b>	<b>1,596,188</b>	<b>1,768,317</b>	<b>1,595,580</b>	<b>1,594,937</b>
	<b>2,432,020</b>	<b>2,571,742</b>	<b>2,431,412</b>	<b>2,398,362</b>

These accounts have been prepared in accordance with special provisions of the Companies Act 2006 relating to small companies.

These accounts were approved and authorised for issue by the Trustees on 26 April 2021 and signed on their behalf by:

**Lindsay Gardiner**  
Chair



# Edinburgh Children's Hospital Charity

## Consolidated Statement of Cash Flows

	Year to 31 December 2020 £	Year to 31 December 2019 £
<b>Cash flows from operating activities</b>		
Net cash used in operating activities	182,488	772,988
<b>Cash flows from investing activities</b>	6,351	11,028
Dividends, interest and rents from investments		
<b>Net cash provided by investing activities</b>	6,351	11,028
<b>Change in cash and cash equivalents in the reporting period</b>	188,839	784,016
Cash and cash equivalents at the beginning of the year	2,195,348	1,411,332
<b>Total cash and cash equivalents at the end of the year</b>	2,384,187	2,195,348

### Notes to the statement of cash flows

	Year to 31 December 2020 £	Year to 31 December 2019 £
<b>Note a - Reconciliation of net income to net cash flow from operating activities</b>		
<b>Net income for the year</b>	(139,722)	253,626
<b>Adjustments for:</b>		
Dividends, interest and rents from investments	(6,351)	(11,028)
Decrease in stock	6,376	15,318
Decrease in debtors	328,137	590,932
(Decrease) in creditors	(5,952)	(75,860)
<b>Net Cash used in Operating Activities</b>	182,488	772,988

	At start of year £	Cash Flow £	Non-cash changes £	At end of year £
<b>Note b - Analysis of cash and cash equivalents</b>				
Cash at bank	2,195,348	188,839	-	2,384,187
<b>Net funds</b>	2,195,348	188,839	-	2,384,187

# Edinburgh Children's Hospital Charity

## Charity Statement of Cash Flows

	Year to 31 December 2020 £	Year to 31 December 2019 £
<b>Cash flows from operating activities</b>		
Net cash used in operating activities	424,505	575,662
<b>Cash flows from investing activities</b>		
Dividends, interest and rents from investments	6,351	11,028
<b>Net cash provided by investing activities</b>	6,351	11,028
<b>Change in cash and cash equivalents in the reporting period</b>	430,856	586,690
Cash and cash equivalents at the beginning of the year	1,895,427	1,308,737
<b>Total cash and cash equivalents at the end of the year</b>	<b>2,326,283</b>	<b>1,895,427</b>

### Notes to the statement of cash flows

Note a - Reconciliation of net income/(expenditure) to net cash flow from operating activities	Year to 31 December 2020 £	Year to 31 December 2019 £
<b>Net income for the year</b>	33,050	109,740
<b>Adjustments for:</b>		
Dividends, interest and rents from investments	(6,351)	(11,028)
Decrease in stock	86	17,946
Decrease in debtors	397,104	432,568
Increase in creditors	616	26,436
<b>Net Cash used in Operating Activities</b>	<b>424,505</b>	<b>575,662</b>

Note b - Analysis of cash and cash equivalents	At start of year £	Cash Flow £	Non-cash changes £	At end of year £
Cash at bank	1,895,427	430,856	-	2,326,283
<b>Net funds</b>	<b>1,895,427</b>	<b>430,856</b>	<b>-</b>	<b>2,326,283</b>

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 1. ACCOUNTING POLICIES

#### Basis of preparation

The financial statements have been prepared under the historic cost convention. The charity is a public benefit entity and a company limited by guarantee, incorporated in Scotland with the registered office as noted on page 68. The financial statements are compliant with the charity's Articles, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006, the Companies Act 2006, the Statement of Recommended Practice FRS102 (SORP FRS102) "Accounting and Reporting by Charities" (revised 2015) and in accordance with Financial Reporting Standard 102 (FRS102). The principal accounting policies adopted in the preparation of the financial statements are set out below. The financial statements are prepared in pounds sterling which is the functional currency of the charity. Monetary amounts are rounded to the nearest pound.

#### Going Concern

These accounts have been prepared on a going concern basis. The Trustees have carefully considered the potential impacts of COVID-19 on the charity and believe that it is appropriate to prepare accounts on a going concern basis due to the following. Further information is given on page 31.

- The charity is in a strong cash position, with a high level of reserves
- The charity has the ability to be agile. Much of the charity's expenditure, as a grant-giving charity, is discretionary and can be stopped or delayed as required.
- While many income streams have been stopped and are likely to remain so for the remainder of 2021, the charity has revised its fundraising strategy and is still receiving income through planned activity which focuses on those income streams still available which provide the highest return on investment.

#### Group financial statements

These financial statements consolidate the results of the charity and its wholly owned subsidiary Task Trading Limited on a line by line basis incorporating income and expenditure under activities and expenditure on raising funds respectively.

#### Critical accounting judgements and estimation uncertainty

In preparing the financial statements, the Trustees are required to make judgements, estimates and assumptions, which may affect reported income, expenses, assets and liabilities. The estimates and associated assumptions are based on historical experience and other factors considered relevant. Actual results may differ from such estimates. Judgements made in preparing these financial statements comprise:

- The assessment of leases to determine whether the risks and rewards of ownership remain with the lessor or are transferred to the Charity.

#### Recognition of income

Donations and legacies income, which also includes gifts and grants, including government grants, that provide core funding or are of a general nature, is recognised where there is entitlement, probability of receipt and the amount can be measured with sufficient reliability. Income tax reclaims are recognised when claimed.

#### Gifts in kind

Where gifts in kind are donated for the purposes of auction or other sale the proceeds from the auction are included in the donations and legacies figures in the Statement of Financial Activities. Where goods or services are donated directly to Edinburgh Children's Hospital Charity these are included in the Statement of Financial Activities if the value is known with any certainty. If there is uncertainty over the quantification of donations these are noted in the financial statements, if significant. Where goods are held for distribution to beneficiaries they are held in stock at fair value. The general volunteer time of the volunteers is not recognised.

#### Grants payable

Grants awarded are recognised in full in the period in which they are payable



## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 1. ACCOUNTING POLICIES *(continued)*

#### **Expenditure on Raising Funds**

The expenditure on raising funds consists of direct expenditure, trading activity costs, investment management costs and an apportionment of overhead and support costs as shown in note 7.

#### **Charitable activities**

Expenditure on charitable activities includes grants made, direct expenditure on charitable activities, and an apportionment of overhead and support costs as shown in note 7.

#### **Pensions**

The charity operates a defined contribution pension scheme. The amount charged to the income and expenditure account represents the contribution payable to the scheme in respect of the accounting period.

#### **Redundancy costs**

Redundancy costs are charged in the year in which the commitment has been made to the employee.

#### **Capital items**

Capital items acquired for the office or for the Drop In Centre which individually have a cost or value of less than £5,000 are written off in the financial period of purchase.

#### **Stocks**

Stocks are stated at the lower of cost incurred in bringing each product to its present location and condition or net realisable value.

#### **Debtors**

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

#### **Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of twelve months or less from the date of acquisition or opening of the deposit or similar account.

#### **Creditors and Provisions**

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

#### **Financial Instruments**

The group only has basic financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### **VAT policy**

Edinburgh Children's Hospital Charity is not registered for VAT and accordingly expenditure includes VAT where appropriate. However, Task Trading Limited is registered for VAT and accordingly its income and expenditure are stated net of VAT, other than irrecoverable VAT.

#### **Fund accounting**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity. Designated funds are unrestricted funds which have been granted by the Trustees for particular purposes from which the expenditure has not been incurred. Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Transfers between restricted funds are made where special purpose activities are continuing but the delivery has changed due to the closure of, for example, a ward. Such transfers are separately disclosed in note 11. Where other transfers are required the reasons are noted in the appropriate funds note.

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 2. DONATIONS AND LEGACIES

Group			Year to 31 December 2020	Year to 31 December 2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Corporate	142,834	55,070	197,903	348,471
Individuals	187,940	35,302	223,243	533,581
Community	62,845	17,954	80,799	303,565
Events	10,450	7,193	17,643	214,730
Sports challenges	243,876	35,501	279,377	148,846
Trusts and Foundations	25,000	328,230	353,230	216,993
Major Donors	27,885	177,081	204,966	38,773
Appeal	-	1,820	1,820	-
OWBBT donations	-	-	-	64,944
Government Wellbeing Fund	-	98,500	98,500	-
Government Job Retention Scheme	48,551	-	48,551	-
	<b>749,381</b>	<b>756,651</b>	<b>1,506,032</b>	<b>1,869,903</b>

Charity			Year to 31 December 2020	Year to 31 December 2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Corporate	142,834	55,070	197,903	348,471
Individuals	187,940	35,302	223,243	533,581
Community	62,845	17,954	80,799	303,565
Events	10,450	7,193	17,643	214,730
Sports challenges	243,876	35,501	279,377	148,846
Trusts and Foundations	25,000	328,230	353,230	216,993
Major Donors	27,885	177,081	204,966	38,773
Appeal	-	1,820	1,820	-
OWBBT donations	-	-	-	64,944
Government Wellbeing Fund	-	98,500	98,500	-
Government Job Retention Scheme	46,718	-	46,718	-
Transfer of profits from Trading subsidiary	173,468	-	173,468	29,495
	<b>921,016</b>	<b>756,651</b>	<b>1,677,667</b>	<b>1,899,398</b>

### 3. OTHER INCOME

During 2020, we charged management fees to Task Trading of £5,704 (2019: £11,126). We also received £267 as a contribution towards taking on students on training placements in our Drop in Centre service, £250 bank compensation and £500 for submitting a research paper.

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 4. OTHER TRADING ACTIVITIES

	Year to 31 December 2020	Year to 31 December 2019
	£	£
Shop turnover	168,381	204,145
Government Grants	1,833	-
OWBBT turnover	-	675,221
	<b>170,214</b>	<b>879,366</b>

Incoming resources from trading activities are stated net of value added tax and represent the value of sales made in the course of Task Trading Limited's activity.

### 5. INCOME FROM INVESTMENTS

	Year to 31 December 2020	Year to 31 December 2019
	£	£
Interest from cash deposits	6,351	11,028

### 6. STAFF COSTS

Group	Year to 31 December 2020	Year to 31 December 2019
	£	£
Salaries	707,733	786,658
Social security costs	59,670	68,358
Pension costs	23,718	25,255
	<b>791,121</b>	<b>880,271</b>

Charity	Year to 31 December 2020	Year to 31 December 2019
	£	£
Salaries	676,047	675,157
Social security costs	57,661	60,515
Pension costs	22,987	22,831
	<b>756,695</b>	<b>758,503</b>

The team comprises thirteen full time staff and fourteen part time (thirteen and twenty in 2019) The charity team comprises twelve full time staff and thirteen part time (eleven and fourteen in 2019).

During the year, redundancy payments were made totalling £13,443 (2019: £nil).

A defined contribution pension scheme for all staff was introduced on 1 October 2011. At 31 December 2020 £3,442 was due to be paid (2019: £4,956).

No Trustees received any remuneration during the year (nil in 2019). No trustees received any reimbursement of expenses during the year (nil in 2019). Trustee indemnity insurance was provided during the period at a cost of £791 (£786 in 2019).

In line with the Statement of Recommended Practice for Charities, the allocation of staff costs between fundraising, charitable activities and governance is shown in Note 7.

The total remuneration for key management during the year was £206,314 including employers' national insurance of £20,829 (2019: £197,775 including employers' national insurance of £19,883). During the year one employee received annual emolument between £70,000 and £80,000 (one in 2019).



## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 7. ALLOCATION OF COSTS

Group		Expenditure on Raising Funds	Fundraising trading	Charitable activities	Year to 31 December 2020 Total
	Basis	£	£	£	£
Staff costs (see note 6)	1	291,015	34,425	356,987	682,427
Special events	2	11,256	-	-	11,256
Promotional	2	11,047	-	-	11,047
Other direct fundraising costs	2	34,403	-	-	34,403
Travel	3	741	-	909	1,650
Postage and communications	3	6,451	-	7,914	14,365
Computer expenses and maintenance	2	23,096	-	-	23,096
Office expenses and other items	4	7,058	10,082	8,658	25,798
Premises costs	3	23,207	-	28,467	51,674
Other professional fees	3	1,271	-	1,559	2,830
Other charitable Expenditure	2	-	-	62,000	62,000
Governance Costs	5	64,225	1,128	67,848	133,201
<b>Total</b>		<b>473,770</b>	<b>45,635</b>	<b>534,342</b>	<b>1,053,747</b>

#### Allocation

Restricted funds	182,821	-	297,853	480,674
Unrestricted funds	290,949	45,635	236,489	573,073
	<b>473,770</b>	<b>45,635</b>	<b>534,342</b>	<b>1,053,747</b>

Costs are allocated as follows:

- 1 Time allocation
- 2 Direct attribution
- 3 Allocation based on staff costs
- 4 Direct attribution to activities for generating funds and the remainder allocated on staff costs
- 5 Governance cost split and allocation is shown on page 54, allocated from unrestricted funds only

Included within expenditure is £958 of non-audit fees paid to the auditor (2019: £1,015).

Fundraising trading governance cost of £1,128 is audit fees (2019: £1,100). A split of all other governance costs is shown on page 54.

# Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

## 7. ALLOCATION OF COSTS (continued)

Charity		Expenditure on Raising Funds	Fundraising trading	Charitable activities	Year to 31 December 2020 Total
	Basis	£	£	£	£
Staff costs (see note 6)	1	291,015	-	356,987	648,002
Special events	2	11,256	-	-	11,256
Promotional	2	11,047	-	-	11,047
Other direct fundraising costs	2	34,403	-	-	34,403
Travel	3	741	-	909	1,650
Postage and communications	3	6,451	-	7,914	14,365
Computer expenses and maintenance	2	23,096	-	-	23,096
Office expenses and other items	4	7,058	-	8,658	15,716
Premises costs	3	23,207	-	28,467	51,674
Other professional fees	3	1,271	-	1,559	2,830
Other Charitable Expenditure	2	-	-	62,000	62,000
Governance Costs	5	64,225	-	67,848	132,073
<b>Total</b>		<b>473,770</b>	<b>-</b>	<b>534,342</b>	<b>1,008,112</b>

### Allocation

Restricted funds	182,821	-	297,853	480,674
Unrestricted funds	290,949	-	236,489	527,438
	<b>473,770</b>	<b>-</b>	<b>534,342</b>	<b>1,008,112</b>

### Governance Costs Breakdown

	Basis			
Staff costs (see note 6)	3	48,814	-	59,879
Travel	3	124	-	153
Postage and communications	3	1,082	-	1,327
Office expenses and other items	3	1,184	-	1,452
Premises costs	3	3,893	-	4,775
Audit fee	2	8,916	-	8,916
Other professional fees	3	212	-	262
<b>Total charity</b>		<b>64,225</b>	<b>-</b>	<b>67,848</b>
Audit fee – trading subsidiary	2	-	1,128	-
<b>Total group</b>		<b>64,225</b>	<b>1,128</b>	<b>133,201</b>

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 7. ALLOCATION OF COSTS (continued)

Group		Expenditure on Raising Funds	Fundraising trading	Charitable activities	Year to 31 December 2019 Total
	Basis	£	£	£	£
Staff costs (see note 6)	1	269,626	121,768	393,244	784,638
Special events	2	72,629	-	-	72,629
Promotional	2	15,848	-	-	15,848
OWBBT costs	2	56,220	-	-	56,220
Other direct fundraising costs	2	71,696	-	-	71,696
Travel	3	3,244	-	4,731	7,975
Postage and communications	3	7,101	-	10,357	17,458
Computer expenses and maintenance	2	4,516	-	-	4,516
Office expenses and other items	4	15,602	104,371	22,754	142,727
Premises costs	3	24,028	-	35,045	59,073
Other professional fees	2	825	-	1,204	2,029
Governance Costs	5	54,880	1,100	67,423	123,403
Less direct restricted expenditure included in note 11	2	(360)	-	(14,458)	(14,818)
<b>Total</b>		<b>595,855</b>	<b>227,239</b>	<b>520,300</b>	<b>1,343,394</b>
<b>Allocation</b>					
Restricted funds		114,870	-	254,995	369,865
Unrestricted funds		480,985	227,239	265,305	973,529
		<b>595,855</b>	<b>227,239</b>	<b>520,300</b>	<b>1,343,394</b>

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 7. ALLOCATION OF COSTS (continued)

Charity		Expenditure on Raising Funds	Fundraising trading	Charitable activities	Year to 31 December 2019 Total
	Basis	£	£	£	£
Staff costs (see note 6)	1	269,626	-	393,244	662,870
Special events	2	72,629	-	-	72,629
Promotional	2	15,848	-	-	15,848
OWBBT costs	2	56,220	-	-	56,220
Other direct fundraising costs	2	72,506	-	-	72,506
Travel	3	3,244	-	4,731	7,975
Postage and communications	3	7,101	-	10,357	17,458
Computer expenses and maintenance	2	4,516	-	-	4,516
Office expenses and other items	4	15,602	-	22,754	38,358
Premises costs	3	24,028	-	35,045	59,072
Other professional fees	3	825	-	1,204	2,028
Governance Costs	5	54,880	-	67,423	122,303
Less direct restricted expenditure included in note 11	2	(360)	-	(14,458)	(14,818)
<b>Total</b>		<b>596,665</b>	<b>-</b>	<b>520,300</b>	<b>1,116,965</b>
<b>Allocation</b>					
Restricted funds		114,870	-	254,995	369,865
Unrestricted funds		481,795	-	265,305	747,100
		<b>596,665</b>	<b>-</b>	<b>520,300</b>	<b>1,116,965</b>
<b>Governance Costs Breakdown</b>					
	Basis				
Staff costs (see note 6)	3	38,899		56,734	95,633
Travel	3	468	-	683	1,151
Postage and communications	3	1,024	-	1,494	2,518
Office expenses and other items	3	2,251	-	3,283	5,534
Premises costs	3	3,467	-	5,055	8,522
Audit fee	2	8,652	-	-	8,652
Other professional fees	3	119	-	174	293
<b>Total charity</b>		<b>54,880</b>		<b>67,423</b>	<b>122,303</b>
Audit fee – trading subsidiary	2	-	1,100	-	1,100
<b>Total group</b>		<b>54,800</b>	<b>1,100</b>	<b>67,423</b>	<b>123,403</b>



## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 8. EXPENDITURE ON RAISING FUNDS

Group			Year to 31 December 2020	Year to 31 December 2019
	Unrestricted £	Restricted £	Total £	Total £
Expenditure on Raising Funds (note 7)	290,949	182,821	473,770	596,215
Fundraising trading:				
Costs of goods sold	118,179	-	118,179	137,799
Costs of raising OWBBT sponsorship income	-	-	-	330,631
Costs allocated to fundraising trading (note 7)	45,635	-	45,635	227,239
	163,814	-	163,814	695,669
Total expenditure on raising funds	454,763	182,821	637,584	1,291,884

Charity			Year to 31 December 2020	Year to 31 December 2019
	Unrestricted £	Restricted £	Total £	Total £
Expenditure on Raising Funds (note 7)	290,949	182,821	473,770	597,025

To the extent that the costs attributable to generating donations and legacies are not directly attributable between unrestricted and restricted funds, they are allocated in direct proportion to donations and legacies received. The costs attributed to fundraising trading all relate to unrestricted funds.

### 9. EXPENDITURE ON CHARITABLE ACTIVITIES

Group and Charity			Year to 31 Dec 2020	Year to 31 Dec 2019
	Unrestricted £	Restricted £	Total £	Total £
<b>Grants and donations:</b>				
Arts Therapists Pilot	-	-	-	16,362
Art Therapy	-	6,000	6,000	-
Auditory Brainstem Response Testing	-	31,517	31,517	-
Bill Manson Memorial Bench	-	5,000	5,000	-
Cerebral Palsy Integrated Pathway Scotland	-	-	-	7,200
EHC Nurse Specialist	16,115	7,511	23,626	36,712
Children and Young People's Service Website	18,518	-	18,518	-
Covid Emergency Response	-	36,140	36,140	-
Crohn's Research	-	69,823	69,823	44,300
Cystic Fibrosis Multiple Breath Washout	-	10,669	10,669	-
Drop In Centre Guided Self Help	-	-	-	11,818
East Lothian Comm Hospital children's waiting area	-	-	-	30,000
Enhancements of CAMHS corridor	-	-	-	10,565
Enhancements of CAMHS Lauriston Facilities	-	-	-	108,202
Family Support	5,093	12,020	17,113	21,859

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 9. EXPENDITURE ON CHARITABLE ACTIVITIES (continued)

			Year to 31 Dec 2020	Year to 31 Dec 2019
	Unrestricted £	Restricted £	Total £	Total £
<b>Grants and donations:</b>				
Impact Ace Research Project Co-ordinator	-	55,482	55,482	-
KiLTS-Kids Liver Trends in Scotland Study	-	7,875	7,875	-
Living Life to the Full – Edinburgh	38,548	-	38,548	-
Play Specialist Training Courses	-	-	-	1,121
Memory Box Supplies	-	9,633	9,633	7,053
More Than Words	11,254	-	11,254	10,883
Music Garden and Outdoor Performance Space	-	10,643	10,643	-
Music Therapy for Children in Early Years	-	5,000	5,000	-
New Hospital Enhancements	29,630	38,818	68,448	-
Novel Brain Function Connectivity Assessment	-	13,408	13,408	-
Out of Area Placement expenses	-	-	-	5,000
Physiotherapy for Haemophilia	1,230	12,570	13,800	-
Psychology Adding Value: Epilepsy Screening	-	-	-	15,000
Play Department	6,506	5,963	12,469	11,559
Epilepsy Screening	-	-	-	2,136
Study on Parental Group Sleep Education in young children with Down Syndrome	-	-	-	830
Therapies Ward 2	-	4,557	4,557	19,096
Social Work Department	-	13,300	13,300	12,700
St John's Garden Project	-	-	-	13,000
Volunteer Services	45,000	-	45,000	27,394
Welcome Presents and Rewards	-	1,481	1,481	6,869
Youth Team – Talks 2 Us (6VT Youth Café)	-	-	-	31,033
Other grants and donations (under £5,000)	48,599	29,015	77,614	99,142
<b>Total grants and donations</b>	<b>220,493</b>	<b>386,425</b>	<b>606,918</b>	<b>549,834</b>
<b>Direct charitable activity</b>				
New Hospital Related	-	-	-	8,643
Arts Programme	6,313	28,325	34,638	95,800
The Hub	8,021	-	8,021	40,610
<b>Total direct charitable activity</b>	<b>14,334</b>	<b>28,325</b>	<b>42,659</b>	<b>145,053</b>
Costs attributable to charitable activities (note 7) including governance costs	236,489	297,853	534,342	520,300
<b>Total cost of charitable activities</b>	<b>471,316</b>	<b>712,603</b>	<b>1,183,919</b>	<b>1,215,187</b>

All of the grants and donations payable were to support patients, families, projects or staff at the Royal Hospital for Sick Children and other healthcare centres.

The costs attributable to charitable activities are attributed between unrestricted and restricted funds in direct proportion to charitable expenditure.

The Arts Programme and The Hub (previously known as the Drop in Centre) are now managed in house as direct charitable activity where previously they were managed through the grants process.

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 10. DESIGNATED FUNDS

In line with the Statement of Recommended Practice for Charities, £186,441 (£148,817 in 2019) has been designated for various charitable projects and £454,212 (£627,579 in 2019) equivalent to six months minimum operating costs has been designated in the Operating Fund as detailed in the 'Financial Review' on page 31.

A net transfer has been made from unrestricted funds of £222,229. This is the net effect of provisions made in the current financial period for grants approved in the period reduced by designations having been made in a previous financial year which are no longer required. This happens when specific funds are subsequently raised for the project or where the final cost is less than the designated amount.

	Funds Balance at 1 January 2020	(Payments) made during the period	Transfer from/(to) Unrestricted Funds	Funds Balance at 31 December 2020
	£	£	£	£
<b>Designated Funds</b>				
Family Support	-	(5,093)	5,426	333
Volunteer Services	18,953	(45,000)	71,048	45,001
Drop In Centre Guided Self Help	-	(11,254)	11,254	-
Development of a Physiotherapy				
Service for Patients with Haemophilia		(1,230)	11,570	10,340
ECHC Nurse Specialist	1,057	(16,116)	15,059	-
Epilepsy Screening	10,869	-	(10,869)	-
Psychology Adding Value: Epilepsy				
Screening	361	-	9,639	10,000
Welcome and Reward Presents	20	(1,481)	1,461	-
Study on Parental Group Sleep				
Education in young children with Down				
Syndrome	15,463	-	(15,463)	-
Out of area placement expenses	5,000	-	(5,000)	-
Wall graphics and distractions in RHYCP				
Radiology	29,630	(29,630)	-	-
Multiple Breath Washout in Children				
with Complex Respiratory Disease	10,699	-	(10,699)	-
Update to Software for Neuromate				
Robot for Epilepsy Surgery	6,000	-	(6,000)	-
Living Life to the full - Edinburgh	38,548	(38,548)	-	-
Hospital Youth Team (GVT Youth Café)	-		45,416	45,416
Social Work	-	-	12,000	12,000
Children and Young People's Website	-	(18,518)	77,546	59,028
Other approved grants (under 5,000)	12,217	(17,735)	9,841	4,323
<b>Designated Funds</b>	<b>148,817</b>	<b>(184,605)</b>	<b>222,229</b>	<b>186,441</b>
<b>Operating Fund</b>	<b>627,579</b>	<b>-</b>	<b>(173,367)</b>	<b>454,212</b>

Further information on grants paid and accrued during the period is given in the Trustees' Report. The designated funds balance represents our commitments out of unrestricted funds for the next year.

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 10. DESIGNATED FUNDS (continued)

	Funds Balance at 1 January 2019	(Payments) made during the period	Transfer from/(to) Unrestricted Funds	Funds Balance at 31 December 2019
	£	£	£	£
<b>Designated Funds</b>				
Family Support	5,969	(14,284)	8,315	-
Volunteer Services	7,118	(1,346)	13,181	18,953
Drop In Centre Guided Self Help	3,288	(11,819)	8,531	-
ECHC Nurse Specialist	1,592	(36,712)	36,177	1,057
Epilepsy Screening	13,005	(2,136)	-	10,869
Welcome and Reward Presents	1,655	(6,869)	5,234	20
Study on Parental Group Sleep				
Education in young children with Down				
Syndrome	16,293	(830)	-	15,463
Out of area placement expenses	4,000	(4,000)	5,000	5,000
Wall graphics and distractions in RHYCP				
Radiology	29,630	-	-	29,630
Multiple Breath Washout in Children				
with Complex Respiratory Disease	10,699	-	-	10,699
Update to Software for Neuromate				
Robot for Epilepsy Surgery	6,000	-	-	6,000
Living Life to the full - Edinburgh	-	-	38,548	38,548
Other approved grants (under 5,000)	18,199	(9,324)	3,703	12,578
<b>Designated Funds</b>	<b>117,448</b>	<b>(87,320)</b>	<b>118,689</b>	<b>148,817</b>
<b>Operating Fund</b>	<b>518,284</b>	<b>-</b>	<b>109,295</b>	<b>627,579</b>



## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 11. RESTRICTED FUNDS

Restricted funds are funds received which are earmarked by the donor for a specific ward, department or project.

	Funds Balance at 1 January 2020	Transfers between Funds	Transfer from (to) Unrestricted Funds	Income during the period	Payments and Grants during the period	Funds Balance at 31 December 2020
	£	£	£	£	£	£
Arts Programme	6,900	-	-	7,255	(10,463)	3,692
Arts Coordinator	14,458	-	-	-	(7,961)	6,497
Awake ABR	-	-	-	37,300	(31,517)	5,783
Bill Manson Scholarship	10,205	-	-	-	(121)	10,084
Chronic Fatigue	9,009	-	-	-	-	9,009
Covid-19	-	20,275	-	153,321	(165,627)	7,969
Covid-19 Scot Gov Wellbeing Fund	-	-	-	98,500	(98,500)	-
Craig Gowans Memorial Trust	26,993	(4,000)	2,300	634	-	25,927
Intensive Care & High Dependency	35,257	-	-	1,510	(310)	36,457
Crohn's Disease Research	63,099	-	-	115,370	(32,607)	145,862
Cystic Fibrosis	20,885	-	-	-	(10,669)	10,216
Epilepsy Appeal	-	-	-	121,101	-	121,101
Impact Ace Research Coordinator	27,300	-	-	28,200	(55,482)	18
Jess Mackie Fund	54,493	(12,000)	-	9,261	(4,560)	47,194
Jess Mackie Music Garden	-	10,000	-	15,545	(10,643)	14,902
Lifesaving Airway Equipment	-	-	-	30,000	-	30,000
New Hospital Enhancements	61,121	-	-	15,150	(38,818)	37,453
Orthopaedic / Spinal	39,464	-	-	-	(460)	39,004
Physio for Haemophilia	12,570	-	-	-	(12,570)	-
PJs Fund	18,861	(2,000)	-	4,133	(9,133)	11,861
Professor Richard Russell	113,013	-	-	-	(102,000)	11,013
Pull Down Beds	7,099	-	-	5,000	-	12,099
Rafael Gillet Madrid	19,271	(14,000)	-	-	(1,100)	4,171
Social Work	-	-	-	4,500	(4,500)	-
Space Academy	10,500	(5,436)	-	-	(2,272)	2,792
St John's Emergency Department	49,420	-	-	-	(3,400)	46,020
Ward 7 Neurology	16,534	-	-	581	(1,644)	15,471
Ward 7 Art/Youth Work	-	-	-	8,000	-	8,000
Wireless EEG Headgear	26,650	(8,242)	-	-	(13,408)	5,000
Other funds (under £10,000)	160,323	15,403	2,804	101,289	(111,582)	168,237
<b>Subtotal</b>	<b>803,425</b>	<b>-</b>	<b>5,104</b>	<b>756,650</b>	<b>(729,347)</b>	<b>835,832</b>
Raising funds apportioned*	-	-	67,015	-	(67,015)	-
Charitable activities apportioned*	-	-	99,061	-	(99,061)	-
<b>Total Restricted Funds</b>	<b>803,425</b>	<b>-</b>	<b>171,180</b>	<b>756,650</b>	<b>(895,423)</b>	<b>835,832</b>

\*These are the costs apportioned to restricted funds per note 7. They are deemed to have been applied to restricted funds in the statement of financial activities but are not charged against each separate restricted fund.

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 11. RESTRICTED FUNDS (continued)

	Funds Balance at 1 January 2019	Transfers between Funds	Transfer from (to) Unrestricted Funds	Income during the period	Payments and Grants during the period	Funds Balance at 31 December 2019
	£	£	£	£	£	£
Arts Programme	10,700	(10,600)	-	19,650	(12,850)	6,900
Arts Coordinator	-	10,600	-	10,620	(6,762)	14,458
Bill Manson Scholarship	11,428	-	-	-	(1,222)	10,206
CAMHS Lauriston Building	70,000	-	-	17,500	(87,500)	-
CAMHS Therapeutic Work	5,454	-	10,908	-	(16,362)	-
Chronic Fatigue	12,261	-	-	-	(3,253)	9,009
Craig Gowans Memorial Trust	25,435	-	-	1,558	-	26,993
Intensive Care & High Dependency	30,766	-	-	6,797	(2,305)	35,257
Crohn's Disease Research	53,254	-	-	54,145	(44,300)	63,099
Cystic Fibrosis	15,985	-	4,900	-	-	20,885
The Hub	-	-	20,000	(17,318)	(2,682)	-
East Lothian Community Hospital children's waiting areas	-	-	-	30,000	(30,000)	-
Guided Self Help	-	-	11,819	-	(11,819)	-
Impact Ace Research Coordinator	-	-	-	27,300	-	27,300
Jess Mackie Fund	31,391	-	62	35,541	(12,501)	54,493
New Hospital Enhancements	103,143	-	(43,257)	39,301	(38,066)	61,121
Orthopaedic / Spinal	38,189	-	-	5,001	(3,726)	39,464
Psychology Adding Value: Epilepsy Screening	15,000	-	-	-	(15,000)	-
Physio for Haemophilia	3,000	-	-	9,570	-	12,570
PJs Fund	5,983	-	-	12,895	(17)	18,861
Professor Richard Russell	-	-	-	113,013	-	113,013
Rafael Gillet Madrid	-	-	-	20,374	(1,103)	19,271
Social Work	5,000	-	6,850	850	(12,700)	-
Space Academy	-	-	-	10,500	-	10,500
St John's Emergency Department	-	-	-	50,000	(580)	49,420
Ward 2	1,848	-	12,023	5,225	(19,096)	-
Ward 7 Neurology	12,378	-	-	4,155	-	16,533
Wireless EEG Headgear	-	-	-	26,650	-	26,650
Other funds (under £10,000)	156,438	-	22,566	58,194	(69,776)	167,422
<b>Subtotal</b>	<b>607,653</b>	<b>-</b>	<b>45,871</b>	<b>541,521</b>	<b>(391,620)</b>	<b>803,425</b>
Raising funds apportioned*	-	-	114,870	-	(114,870)	-
Charitable activities apportioned*	-	-	254,995	-	(254,995)	-
<b>Total Restricted Funds</b>	<b>607,653</b>	<b>-</b>	<b>415,736</b>	<b>541,521</b>	<b>(761,485)</b>	<b>803,425</b>

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 12. FUNDS SUMMARY

The movements during the year allocated to the different funds are summarised as follows:

Group	Restricted Funds £	Unrestricted Funds £	Operating Fund £	Designated Fund £	Total Funds £
<b>Funds per Balance Sheet at 31 December 2019</b>	<b>803,425</b>	<b>991,921</b>	<b>627,579</b>	<b>148,817</b>	<b>2,571,742</b>
Net Income from the Statement of Financial Activities	(138,773)	(949)	-	-	(139,722)
Grants paid from Designated Funds	-	184,605	-	(184,605)	-
Transfers to Designated Funds	-	(222,229)	-	222,229	-
Operating Fund movement	-	173,367	(173,367)	-	-
Transfer to Restricted funds	171,180	(171,180)	-	-	-
<b>Funds per Balance Sheet at 31 December 2020</b>	<b>835,832</b>	<b>955,535</b>	<b>454,212</b>	<b>186,441</b>	<b>2,432,020</b>

Charity	Restricted Funds £	Unrestricted Funds £	Operating Fund £	Designated Fund £	Total Funds £
<b>Funds per Balance Sheet at 31 December 2019</b>	<b>803,425</b>	<b>818,541</b>	<b>627,579</b>	<b>148,817</b>	<b>2,398,362</b>
Net Income from the Statement of Financial Activities	(138,773)	171,823	-	-	33,050
Grants paid from Designated Funds	-	184,605	-	(184,605)	-
Transfers to Designated Funds	-	(222,229)	-	222,229	-
Operating Fund movement	-	173,367	(173,367)	-	-
Transfer to Restricted funds	171,180	(171,180)	-	-	-
<b>Funds per Balance Sheet at 31 December 2020</b>	<b>835,832</b>	<b>954,927</b>	<b>454,212</b>	<b>186,441</b>	<b>2,431,412</b>

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### Analysis of Net Assets

Group	Restricted Funds	Unrestricted Funds	Operating Fund	Designated Fund	Total Funds
	£	£	£	£	£
Net Current assets	835,832	955,535	454,212	186,441	2,432,020
<b>Net Assets at 31 December 2020</b>	<b>835,832</b>	<b>955,535</b>	<b>454,212</b>	<b>186,441</b>	<b>2,432,020</b>

	Restricted Funds	Unrestricted Funds	Operating Fund	Designated Fund	Total Funds
	£	£	£	£	£
Net Current assets	803,425	991,921	627,579	148,817	2,571,742
<b>Net Assets at 31 December 2019</b>	<b>803,425</b>	<b>991,921</b>	<b>627,579</b>	<b>148,817</b>	<b>2,571,742</b>

Charity	Restricted Funds	Unrestricted Funds	Operating Fund	Designated Fund	Total Funds
	£	£	£	£	£
Net Current assets	835,832	954,927	454,212	186,441	2,431,412
<b>Net Assets at 31 December 2020</b>	<b>835,832</b>	<b>954,927</b>	<b>454,212</b>	<b>186,441</b>	<b>2,431,412</b>

	Restricted Funds	Unrestricted Funds	Operating Fund	Designated Fund	Total Funds
	£	£	£	£	£
Net Current assets	803,425	818,541	627,579	148,817	2,398,362
<b>Net Assets at 31 December 2019</b>	<b>803,425</b>	<b>818,541</b>	<b>627,579</b>	<b>148,817</b>	<b>2,398,362</b>

### 13. DEBTORS

	Group		Charity	
	31 December 2020	31 December 2019	31 December 2020	31 December 2019
	£	£	£	£
Interest Receivable	63	313	63	313
Trade debtors	-	-	-	-
Accrued legacies	13,000	114,684	13,000	114,684
VAT due from HMRC	-	823	-	-
Prepayments and other accrued income	192,544	417,924	192,464	417,814
	<b>205,607</b>	<b>533,744</b>	<b>205,527</b>	<b>532,811</b>
Due from Task Trading Limited:				
- Balance of Task Trading A/c at 31 December	-	-	50,659	120,479
	<b>205,607</b>	<b>533,744</b>	<b>256,186</b>	<b>653,290</b>



## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 14. CREDITORS: amounts falling due within one year

	Group		Charity	
	31 December 2020	31 December 2019	31 December 2020	31 December 2019
	£	£	£	£
Trade creditors	22,920	52,922	13,535	43,171
PAYE/NIC due to HMRC	-	26,651	-	25,943
Other grants due	96,439	50,858	96,439	50,858
Other creditors	26,138	27,109	24,249	14,175
Dilapidation provision	19,620	19,080	19,620	19,080
VAT due to HMRC	5,551	-	-	-
	<b>170,668</b>	<b>176,620</b>	<b>153,843</b>	<b>153,227</b>

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 15. COMMITMENTS UNDER OPERATING LEASES

At 31 December 2020 the charity had annual commitments under non-cancellable operating leases as set out below:

	Group and Charity 31 December 2020 Buildings £	31 December 2019 Buildings £
Operating leases which expire		
Within 1 year	36,317	36,317
Within 2 to 5 years	87,766	124,082
Over 5 years	-	-
	<b>124,083</b>	<b>160,399</b>

The total lease payments recognised as an expense is £36,317 (2019: £36,317).

### 16. CONTINGENT LIABILITY

The charity has received a grant totaling £34,500. This grant is subject to a termination agreement which states that should the project fail to deliver the charitable benefit for certain reasons (including disposing of property, ceasing to trade, or there being a significant change in the nature or focus of the charity's operations), then the money can be reclaimed by the funder on a sliding scale over five years, ending 31 May 2023.

### 17. RELATED PARTY TRANSACTIONS

Certain expenses of Task Trading are paid by Edinburgh Children's Hospital Charity and were reimbursed during the period. The amounts due from Task Trading at 31 December 2020 represented £50,659 (£120,479 in 2019) in respect of net income by Edinburgh Children's Hospital Charity on behalf of Task Trading.

One Trustee, John Brodie (CEO of Scotmid), has continued to support our retail activities throughout the year.

One Trustee, Fiona Linklater is a Director at Lindsays. During 2020 we received employment law advice from a colleague of Fiona's at Lindsays to the value of £408.

One member of the Grants Committee, Paul Leonard, is a Consultant in Emergency Medicine at the RHSC. During the year, the Emergency department has benefitted from grants provided by ECHC.

## Edinburgh Children's Hospital Charity

Notes to the financial statements for the year ended 31 December 2020

### 18. SUBSIDIARY COMPANIES

The following companies, incorporated in Scotland, are 100% subsidiaries of Edinburgh Children's Hospital Charity:

Name	Net Assets	Turnover	Expenditure	Profit / (Loss)	Nature of business
The Sick Kids Friends (Little France) Ltd (SC390634)	£1	£-	£-	£-	Dormant
Task Trading Ltd (SC123976)	£609	£170,214	£169,518	£696	Retail Trading

### 19. ULTIMATE CONTROLLING ENTITY

Edinburgh Children's Hospital Charity is controlled by its voluntary Board of Trustees. There is no parent company.

## REFERENCE & ADMINISTRATIVE DETAILS

### **Name and Address**

Edinburgh Children's Hospital Charity  
1 Wester Shawfair  
Danderhall  
Dalkeith  
EH22 1FD

Telephone: 0131 668 4949

Scottish charity number: SC 020862

Company registration number: SC 385020

[www.echcharity.org](http://www.echcharity.org)

### **Trustees**

The Trustees who held office during the period and up to the date of signing Accounts were:

Professor Keith Anderson  
Tracey Ashworth-Davies  
Robin Blacklock  
John R Brodie MBE  
Lynda Cowie  
Lindsay Gardiner (Chair)  
Dr Paul Leonard (resigned October 2020)  
Fiona Linklater  
Professor Angela Thomas OBE  
Michael Tumilty  
Dr Louise Potter (appointed February 2021)

### **Royal Patron**

HRH Princess Beatrice of York

### **Chair**

Lindsay Gardiner

### **Chief Executive**

Roslyn Neely

### **Auditors**

MHA Henderson Loggie  
11 Thistle Street  
Edinburgh  
EH2 1DF

### **Audit Committee**

Professor Keith Anderson (Chair)  
Fiona Linklater  
Richard Slater (non-Trustee member)

### **Bankers**

Bank of Scotland  
Head Office  
The Mound  
Edinburgh EH1 1YZ

### **Grants Committee**

Michael Tumilty (Chair)  
Lynda Cowie  
Professor Angela Thomas OBE  
Dr Paul Leonard (non Trustee member)  
Lyndsay Gowans (non Trustee member)

### **Lawyers**

Lindsays  
Caledonian Exchange  
19A Canning Street  
Edinburgh EH3 8HE

### **Governance Committee**

Lindsay Gardiner (Chair)  
Tracey Ashworth-Davies  
Roslyn Neely (CEO)