

# Liverpool Heart and Chest Hospital Charity

## Annual Report 2022/23



**LHCH**  
charity

Caring for people with heart and lung disease

Charity Registration Number 1052813

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Caring for people with heart and lung disease

# Chairman's welcome

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## Welcome to our annual report for 2022/23.

The past year has not been an easy one for many people and that includes LHCH Charity. The difficult economic situation has led to a great deal of uncertainty for all and for many charities this has had a profound effect on their ability to fundraise

I am pleased to say, however, that LHCH Charity income remained stable and actually increased by 20% on the previous year which allowed us to continue to support Liverpool Heart and Chest Hospital in a wide variety of ways.

During the year the charity was able to provide a clinical space for in-patients who need echocardiograms, either for reporting prior to discharge or who may need urgent tests whilst on the ward. This new clinical area will greatly improve patient flow and reduce the need for patients to be moved around the hospital for tests, maximising the time for staff, reducing the need for porters and making the patient's journey smoother.

In addition we were able to support the new Cardiac Catheterisation Centre with the purchase of a new Echo Navigation System which will provide for speedier and more successful outcomes for patients undergoing procedures within the centre.

In 2020 LHCH Charity was instrumental in the introduction of Sky Ceiling Tiles in the Critical Care Unit. These picture tiles benefitted patients who were too poorly to leave the ward by providing them with the feeling that they are spending some time outdoors. Such was the success of the scheme that this year the charity was able to fund a further six rooms providing even more assistance for our most vulnerable patients.

None of this could have been achieved however, without the continuing support of our donors. Their enthusiasm and encouragement means a huge amount to everyone who works at the charity and the hospital itself. We owe them an enormous and on-going debt of gratitude.

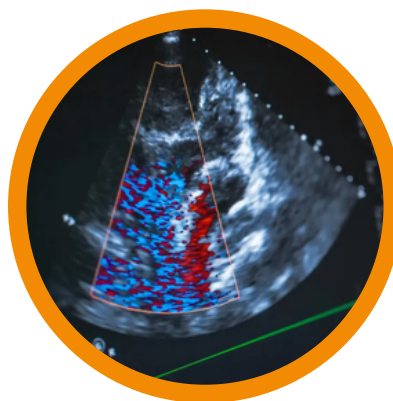
**Bob Burgoyne – Chairman LHCH Charity**



# Key highlights of our year

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- The preparation of Catheter Lab 7
- Provision of a new Echo Navigation System for interventional cardiologist to provide speedier and more successful outcomes
- Expansion of the Ceiling Light System in Intensive Care to assist with the reduction of delirium in critical ill patients
- Support for the purchase of a Pulse Wave Analysis System for a research project into the measurement of blood pressure in patients with aortic aneurysms
- Establishment of an in-patient Echocardiography suite to reduce delays in discharge and urgent tests



# Who we are



## The Object of LHCH Charity is:-

“For any charitable purpose or purposes relating to the National Health Service wholly or mainly for the service provided by the Liverpool Heart and Chest Hospital NHS Foundation Trust”.

## Aims of LHCH Charity:-

LHCH Charity aims to support Liverpool Heart and Chest Hospital in its care and treatment of patients, their families and staff by:

### 1 Extending the excellence

Providing additional amenities and support for our patients, their families and our staff. Many of our patients travel long distance to access our specialist services and we help by providing accommodation for family and loved ones during what is often a very stressful time.

### 2 Tomorrow's medicine today

Research undertaken at Liverpool Heart and Chest Hospital could change the way heart and lung medicine is practised in the future.

### 3 The latest and the best

The LHCH Charity ensures that wherever possible our dedicated medical staff have access to the very latest and best in equipment and training. In this way we can make sure that our patients are always receiving the most up to date treatments available.

By doing this LHCH Charity ensures that its legal purpose is fulfilled

## How we achieve our aims

The strategy for achieving our aims breaks down into two separate strands:-

1 Identification of areas for support

2 A strategy for fundraising for the identified areas



## a) Identification of areas for support

LHCH Charity, in conjunction with the Consultants Fundraising Group, Charitable Funds Committee and Executive Team of the hospital, identify projects that have a criteria that fits within the 3 aims. These projects are broken down by size in terms of cost into short, medium or longer term projects.



In addition each of the Funds which sit underneath the charity umbrella have been requested to complete a form indicating how they propose to spend monies within each 12 month period. The recommendation for each Fund is that in line with best practice at least 33% of the Fund's opening balance is spent within the year unless they are planning on building funds towards a specific service or item of equipment.

## b) Fundraising Strategy for identified projects.

The Head of Fundraising produces a yearly strategy which identifies the potential for fundraising for the short term aims (usually required within the financial year) as well as providing details of plans for achieving the medium and long term goals including Income and Expenditure projections as well as a Fundraising Ratio Cost and a Return on Investment Cost. This is approved by the Charitable Funds Committee and then, ultimately, the Corporate Trustee.

The Fundraising Strategy is then evaluated at each meeting of the Charitable Funds Committee in relation to its progress in achieving the support required for each of the projects.

## How LHCH Charity Fundraises

LHCH Charity is guided in all of its fundraising by the Code of Fundraising Practice. Campaigns are run and managed by the charity's staff and the charity does not work with professional fundraisers or commercial participators in generating funds.

During the year LHCH Charity received no complaints from its donors or others about the standard of its fundraising approaches. It received no requests from the Fundraising Preference Service for donors to be removed from the database.

## LHCH Charity and Social Investment

LHCH Charity was not involved in any social investment during the past 12 months



## LHCH Charity and Grant Making

LHCH Charity was not involved in making grants to external organisations during the last 12 months but did make several grants to internal projects as per our aims and objectives during the year.



## LHCH Charity and Donated Goods, services and volunteers

The charity does occasionally receive goods for re-sale in its office at the hospital. These are recorded as gift in kind items and processed through the till with other purchased merchandise. If a gift equalling more than £1,000 is received then this is reported to the Charitable Funds Committee for noting.

The charity did not work with any volunteers during the past 12 months.

## Public benefit

At the core of every charity is the requirement to provide benefit to the public. This is the foundation of their charitable status, and each charity must demonstrate how this requirement is met through their aims and activities.

The focus of our activities is to benefit the public who utilise the services of Liverpool Heart and Chest NHS Foundation Trust. This hospital mainly serves the communities of Cheshire, Merseyside, North Wales and the Isle of Man, all of whom have equal access to its facilities. Charitable expenditure is made by way of direct grants to the Liverpool Heart and Chest Hospital NHS Foundation Trust, to enhance the patient care already provided.

The Corporate Trustee refers to Charity Commission guidance on achieving public benefit when reviewing the aims and objectives of the charity and in the planning of future activities.

During the year the funds raised were distributed to provide a wide range of benefits, over and above what would be expected from statutory sources to our patients, their families and our staff.

The agents of the Corporate Trustee have complied with their duty to have due regard to the guidance on public benefit published by the Charities Commission in exercising their powers or duties.



# Our achievements

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Like many charities LHCH Charity continued to face significant challenges during the financial year. The economic uncertainty, rising prices and utility costs, inflation at a 40 year high all had an impact on our fundraising efforts during the past 12 months. Despite this we were still able to make a significant contribution to the health and well-being of our patients, their families and our staff.

## The latest and the best

### Support for the Cardiac Catherisation Centre

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During the year LHCH Charity was able to make a significant contribution to the development of the new Cardiac Catherisation Centre at Liverpool Heart and Chest.

The charity was able to support the new centre with the purchase of a new Echo Navigation System which provides speedier and better results for those undergoing interventional cardiac procedures. The software enables the fusing of Live 3D Transoesophageal Echo and live X-Ray imaging for guidance in dealing with crossing difficult lesions and provides a more accurate placement of devices.



LHCH Charity working with clinicians have been able to identify the, as yet, incomplete Cath Lab 7 within the Centre as a dedicated space for the treatment of young adults with congenital heart disease. This exciting new venture will form part of a major capital campaign that the charity is currently organising.

### A dedicated Echocardiography Suite

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Around 4,000 patients each year at LHCH receive an Echo at some point during their stay and these are vital for the diagnosis and management of heart conditions. Many patients cannot be discharged without having undergone an Echo procedure. However, the existing facilities were hot, uncomfortable and ill-equipped to deal with the patient numbers. This led to delays in patient discharge and in treatment as patients frequently needed to be moved around the hospital.

By supporting the establishment of a new suite for Echocardiography LHCH Charity was able to provide a facility that addressed all of these issues, optimising staff time, reducing patient stress and accelerating patient discharge reducing pressure on bed spaces.





# Extending the Excellence

## Helping to reduce delirium in critically ill patients

Building on the success of our earlier campaign to help reduce delirium amongst the most poorly of our patients LHCH Charity supported the purchase of an additional six Sky Ceiling Tiles for the Intensive Care Unit.

One of the major contributors to the onset of delirium is disassociation (the loss of understanding of time and surroundings). The ceiling tiles provide an understanding of the passage of time, helping to maintain regular sleep patterns which is a key element in the fight against disassociation.





## Tomorrow's medicine today

Supporting research is a key part of the remit of LHCH Charity. During the past year, the charity has supported a number of research initiatives including a grant of £20,000 from a charitable trust in support of the work of a Patient Research Ambassador.

In addition, LHCH Charity was able to provide a grant for the purchase of a Pulse Wave Analysis System. This will be used in a study to measure blood pressure centrally via a specialist system called Pulse Wave Analysis. This measurement is more accurate in recognising "true" blood pressure in the aorta and assists clinicians to recognise when patients may have unrecognised and untreated high blood pressure (hypertension).

## Monitoring our Performance

LHCH Charity, through the Charitable Funds Committee and ultimately the Corporate Trustee, benchmarks its performance in a number of ways:-

-  It identifies fundraising projects and measure its fundraising achievement against the targets set for the achievement of each project.
-  It reviews the external factors which may affect the charity including national and local economic forecasts





It provides comparator information with similar charities and measures itself against them in terms of performance, percentage fundraising costs and return on investment.

LHCH Charity achieved significant success during the year but did not quite reach its fundraising target due to delays in the development of the capital campaign.

Despite this a figure of £693,000 was achieved - a 20% increase on the previous year. This was raised from a good balance of major gifts from charitable trusts, legacies, companies and donations from our supporters.

## How our Supporters helped

Our supporters continue to provide outstanding assistance in helping LHCH Charity make a difference for our patients, their families and our staff. During the year they once again showed that they would go to extraordinary lengths to raise funds including:-

- Our Estates Department who not only abseiled down the Anglican Cathedral but also went on to complete a 3 Peaks Challenge in 24 hours.
- There was also several other members of staff who took part in the abseil – special mention to Mr Mo Zeinah (Cardiac Consultant) who completed the descent in the fastest time of the day!
- Mr Zeinah has been a bit of a fundraising star this year, he also participated in our very first Sunrise at Snowdon and his infectious enthusiasm kept everyone going in the hard climb to the top.

Of course, not all our supporters leapt of things or climbed mountains.

- Lovely Holly (8) held a tuck shop at her school and raise a wonderful £60.50, Sonny Lee James held a social evening, and Roger Farr and friends went fishing.





Companies also played their part, a fantastic donation from Amazon helped us celebrate International Nurses day in great style. Home Financial Services donated £10 for every mortgage sold during June raising £320, Hodge Jones & Allen chose us as their Charity of the Year raising a wonderful £1,000 and NFU Mutual donate a truly amazing £6,500 after two members of their staff were treated here.

To all who responded whether you undertook a marathon or wrote a cheque – from everyone here at LHCH thank you from the bottom of our hearts.



## How You Can Help

You can get involved with LHCH Charity by:-



Ringling the Charity Office on: 0151 600 1409



Email us at [enquiries@lhchcharity.org.uk](mailto:enquiries@lhchcharity.org.uk)



Writing to us at: LHCH Charity, Freepost RRLL-KSHT-ZLKE, Thomas Drive, Liverpool L14 3PE

### There are so many things you can do:

- Show your support by donating by post, online or calling the Charity Office
- Be one of our Charity Ambassadors and use your time to promote our work and get people involved – even set up your own local fundraising group
- Volunteer – you can help at events, at the Charity Office, be a collection box and badge placer, you can even work at home helping us with research



# Structure, governance and management

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## Charity Structure

LHCH Charity is an umbrella charity which holds a number of individual funds under one Charity Registration Number (Charity Registration Number 1052813). The overall responsibility for the running of the charity lies with the Corporate Trustee i.e. the Board of Directors of Liverpool Heart and Chest Hospital.

The Charitable Funds Committee is established as a Committee of the Board of Directors of Liverpool Heart and Chest Hospital NHS Foundation Trust in order to ensure the Trust's duty as Corporate Trustee of its Charitable Funds has been discharged.

The Charitable Funds Committee operates within Terms of Reference authorised by the Board of Directors of Liverpool Heart and Chest Hospital NHS Foundation Trust. The Committee has no executive powers other than those specifically delegated in its Terms of Reference which are:-

- Develop the strategy and objectives for the Charity for consideration and approval by the Corporate Trustee.
- Oversee the implementation of an infrastructure appropriate to the efficient and effective running of the Charity
- Oversee the development and delivery of the Fundraising Strategy, as aligned to the Trust's annual plan
- Oversee the expenditure of the Charity
- Oversee the Charity's Investment Plans
- Monitor the performance of all aspects of the Charity's activities and ensure that it adheres to the principles of good governance and complies with all relevant legal requirements
- Act as the Committee that discharges the Board's responsibilities (as sole Corporate Trustee) as they relate to Charitable Funds under the Trust's custodianship.
- Ensure that the charitable funds held by the Trust are managed in a manner consistent with the requirements of the relevant regulatory and statutory frameworks and in accordance with the guidance on NHS Charities set out by the Charity Commission.
- When in this role act solely in the best interests of the Charity and in a manner consistent with the Charity Commission's requirements and expectations of the Corporate Trustee.
- Oversee the Charity's strategy, governance, major plans and key risks on behalf of the Corporate Trustee.



- Establish, prioritise and approve major fundraising projects in accordance with the strategy and approve expenditure items in accordance with delegated authority levels set out in Standing Financial Instructions.
- Monitor the performance of fundraising and marketing activity, ensuring that the return on investment is satisfactory and that income targets are met.
- Devise and implement an investment strategy for the charity, including the appointment and monitoring of any investment managers
- Ensure the approval and submission of statutory returns, annual accounts and Trustee's Report in accordance with the Charity Commission's Statement of Recommended Practice.
- Approve any policies and procedures required for the effective management of the Fund
- Members of the Charitable Fund Committee attend quarterly Charitable Funds meetings.

### Recruitment and appointment of Trustees

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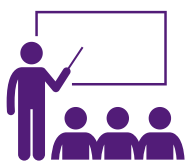
Non-Executive Members of the Board of Directors are appointed by the Council of Governors and Executive Members of the Board are subject to recruitment by the Nominations and Remuneration Committee (Executive). Members of the Board of Directors and the Charitable Funds Committee are not individual Trustees under Charity Law but act as agents on behalf of the Corporate Trustee.

### Trustee Training and Induction

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The Trust sees Trustee training as important and has provided access to resources and materials including:-

- LHCH Charity is a member of NHS Charities Together and regularly receives updates from this source. In addition Trustees were able to attend a number of courses organised by NHSCT including:-



Legal Issues for NHS Charities  
Accounting, Audit and Governance  
The Festival of Trusteeship

- The Trustees also have the opportunity to access the Resource Library provided by the Fundraising Regulator which has a wide range of guidance for Trustees
- Trustees also have regular meetings with CCLA (the Charity's Investment Managers) who provide briefing on the status of the current portfolio, the results and predicted future performance.



## Trustee Duties

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The Corporate Trustee fulfils its legal duty by ensuring that funds are spent in accordance with the objects of each fund and by designating funds, the Trustee respects the wishes of our generous donors for the advancement of health or saving lives, to provide patient and staff benefit or for the advancement of education and research.

## Day to day management

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The Trust has in place a scheme of reservation and delegation to support the day to day management of the charity.

The Head of Fundraising oversees the day to day running of the charity and the planning of fundraising activities for the charity. The Head of Financial Services acts as the principal officer overseeing the day to day financial management and accounting for the charitable funds during the year.

The charity does not directly employ any staff. The charity funds staffing costs of fundraising and administration staff who run and support the charity. These staffing contracts are held by the Foundation Trust and recharged accordingly. Pay grades for those working within the Charity are set using NHS Pay Scales.

## Related parties

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The Liverpool Heart and Chest Hospital NHS Foundation Trust is the main beneficiary of the charity and is a related party by virtue of being Corporate Trustee of the charity. The accounts of the charity are not consolidated into the accounts of the Trust as they are not material.

## Charitable Funds

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The Charity's unrestricted fund was established using the model declaration of trust and all funds held on trust as at the date of registration were part of this unrestricted fund.

Subsequent donations and gifts received by the charity that are attributable to the original fund are added to those fund balances within the existing charity.

## Risk Management

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Using the NHS Trust's own Risk Register policies and procedures, the Trustees have considered potential risks to which the charity is exposed. The LHCH Charity Risk Register is reviewed annually by the Charitable Funds Committee.

There are no major risks that have been identified



# Contact us, Trustee and Advisors

Liverpool Heart and Chest Hospital Charity

Registered Charity Number: 1052813

(previous names: The Heart Appeal, The Merseybeat Appeal)

## Members of the Liverpool Heart and Chest Hospital Board of Directors

who served during the financial year were as follows:-

Name	Title
Nicholas Brooks	Non - Executive Director
Louise Robson	Non-Executive Director from May 2022
Margaret Carney	Non - Executive Director
Julian Farmer	Non - Executive Director
Bob Burgoyne	Non - Executive Director
Karen O'Hagan	Non - Executive Director
Val Davies	Chair from April 2022
Jane Tomkinson	Chief Executive Officer
Raphael Perry	Medical Director & Deputy CEO
Karen Edge	Chief Finance Officer
Sue Pemberton	Director of Nursing & Quality
Jonathan Mathews	Chief Operating Officer

## Principal Financial Advisor

Banker	Solicitor
Barclays Bank Plc North West Larger Businesses P O Box 378 71 Grey Street Newcastle Upon Tyne NE99 1JP	Hill Dickinson Pearl Assurance House Derby Square Liverpool L2 9XL



Investment Broker	Independent Examiner
CCLA Investment Management Senator House, 85 Queen Victoria Street, London EC4V 4ET	McLintocks (NW) Limited 2 Hillards Court Chester Business Park Chester CH4 9PX

Responsibility for the on-going management of funds is delegated by the Corporate Trustee to the Charitable Funds Committee which administers the funds on behalf of the Corporate Trustee. The names of the people who served as agents for the Corporate Trustee, as permitted under regulations 16 of the NHS Trust's (Membership and Procedures) Regulations 1990, were as follows:-

Name	Title
Julian Farmer	Non - Executive Director
Nicholas Brooks	Non - Executive Director
Bob Burgoyne	Non - Executive Director
Jane Tomkinson	Chief Executive Officer
Karen Edge	Chief Finance Officer

## Principal office

The principal office for the charity is:  
 Liverpool Heart and Chest Hospital Charity  
 Thomas Drive  
 Liverpool  
 L14 3PE

For more information on the LHCH Charity please visit our website at [www.lhchcharity.org.uk](http://www.lhchcharity.org.uk)





# Financial Review

The financial statements have been prepared in accordance with the historic cost basis, with the exception of investments which are included at re-valued amounts. The financial statements have been prepared on the going concern basis and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities (SORP 2015)" issued in March 2015, applicable to charities preparing their accounts in accordance with the financial reporting standard applicable in the UK and Republic of Ireland (FRS 102), effective 1st January 2015.

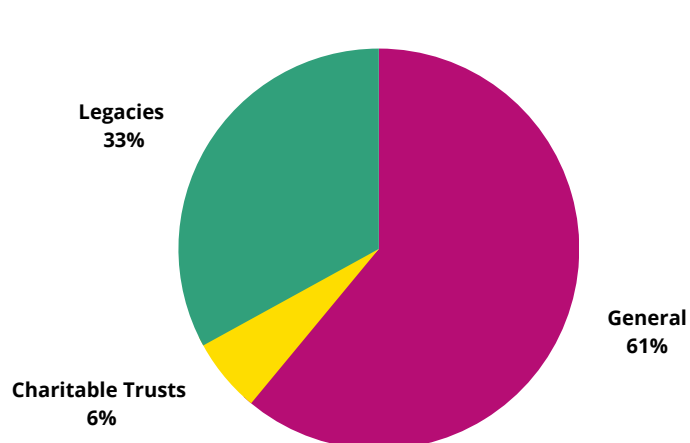
The net assets of the charitable fund as at 31st March 2023 were £1,520k (2021/22 £1,866k), a decrease of £346k during the financial year. Total incoming resources this year amounted to £693k (2021/22 £557k). Legacy income was significantly higher on the year before amounting to some £197k compared to £44k in the previous year.

Of the total expenditure of £1,016k (2021/22 £937k), expenditure on charitable activities was £821k (2021/22 £770k) and expenditure on raising funds was £191k (2021/22 £164k).

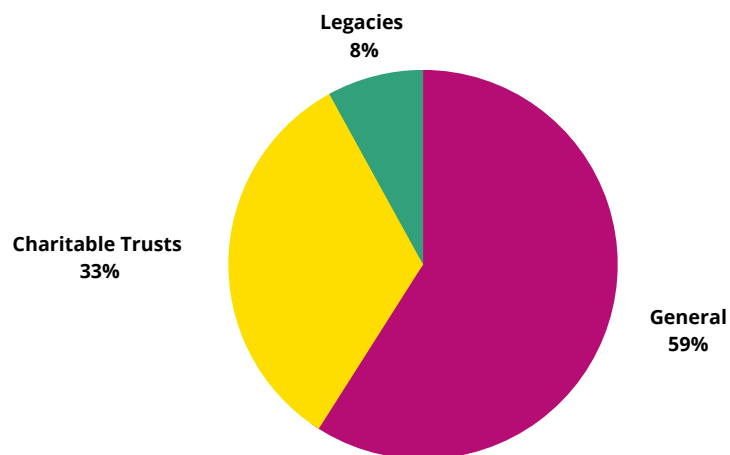
## Income summary Table

		2022-23	2021-22
<b>Donations</b>	<b>General</b>	<b>£371,010</b>	<b>£324,708</b>
	<b>Charitable Trusts</b>	<b>£35,750</b>	<b>£178,750</b>
	<b>Legacies</b>	<b>£197,159</b>	<b>£44,430</b>
	<b>Total</b>	<b>£603,919</b>	<b>£547,888</b>

### Breakdown of Income Sources 2022/23



### Breakdown of Income Sources 2021/22



## Going Concern

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The Trustee has a reasonable expectation that the Charity has adequate resources to continue as a going concern. Expenditure is discretionary and balanced against the reserves policy requirements. Accounting for income and expenditure is on an accruals basis to ensure all committed expenditure is reflected in the reporting process, and the Charity has sufficient resources to meet its committed expenditure for 12 months from the date that the financial statements were approved by the Charitable Funds Committee.

## Reserves policy

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The Trustee is under a legal duty to apply charity funds within a reasonable time of receiving them. In order to comply with this duty, the Trustee has developed a reserves policy to explain the level of reserves held and set out how they will be managed.

The reserves policy applies to unrestricted funds, and states that the level of reserves should be sufficient to:

- Ensure stability of grant funding;
- Cover between one and three years administration, fund-raising and support costs; and
- Maintain the level of investments at its current level in order to mitigate against significant fluctuations in the levels of donations

Therefore, the Trustee considers it prudent that the target range of unrestricted reserves is between £500,000 and £1,500,000 to ensure that the charity can run efficiently and meet the needs of its beneficiaries. The Balance Sheet shows that the unrestricted reserves is £1,520k at the end of the financial year, which is outside the reserves range required by the policy.

Applications to the charity valued at £608k were approved at the end of March. This gives a reserves balance available for future approvals of £912k, which is consistent with the reserves range.

Restricted funds are excluded from this policy, in accordance with the Charity Commission guidance as they are subject to specific trusts and are not fully expendable at the discretion of the Trustee.

On an annual basis, the funds will be examined to ensure compliance with this reserves policy.

## Plans for future

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In the coming years LHCH Charity aims to continue its work in raising funds in support of Liverpool Heart and Chest Hospital. In particular during the next 12 months, will seek to begin fundraising for a major capital campaign to encompass additional facilities for our Adult Congenital Heart patients, those seeking treatment for cancer and the development of a state-of-the-art Simulation Suite for the training of medical staff.



A strategy is being developed over the coming months to assist us with the planning of these major campaigns which will be overseen and supported by the Charitable Funds Committee and the Corporate Trustee. During this development phase the Charitable Funds Committee will review past fundraising initiatives and review the allocation of resources to the charity to enable it to fulfil its aims.

## Investment Policy

The charity conforms to the investment powers given by the Charity Commission order for a NHS umbrella charity and the Trustee Act 2000.

Charitable funds are invested by the Chief Finance Officer in accordance with the Trust's policy and subject to statutory requirements.

The members of the Charitable Funds Committee review the performance of investment and banking at the quarterly meetings. The Committee has decided that the Charities Official Invest Fund (COIF) is to be used for the investment of charitable funds. In year the Committee has chosen to invest their monies in the COIF charities ethical fund as this aligns with the Trust values and overall strategy as there are tighter restrictions on alcohol, tobacco and fossil fuels.

Amounts to be invested with COIF are decided by the Charitable Funds Committee. The amount originally invested in COIF was £400k. A further £300k was invested in September 2021. This investment has a current market value, as at 31st March 2023 of £1,141k (31/03/2022 - £1,165k).

At the end of the financial year the charity held £510k (2021/22 - £1,311k) in an instant access bank account. The charity has adopted the trust's policy on investments meaning that all cash balances must remain in a comparatively liquid form. All investments resulting must be realisable and have maturity not exceeding three months. The charity has one investment with COIF, which can be withdrawn within 7 days - in line with trust policy.

**Cash deposits** are invested in accordance with the Trust's Treasury Management Policy which has been adopted by the Charity.

**Short-term investments** should be invested with banks rated: A+ Moody's rating.

**Long-term investments** should be invested with banks rated: A+ Moody's rating. Dividends received are allocated to individual designated funds in proportion to their average closing balances for the relevant quarter.



The risk associated with the normal fluctuation in the value of investments are mitigated by holding investments in a diversified fund of investments and by only investing funds not required in the short or medium.

## Fund Expenditure Policy

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Expenditure against any Charitable Fund is conditional upon the item being within the terms of the appropriate fund and the procedures approved by the Board of Directors.

Before expenditure is incurred consideration is given to the following:

- The funds may be used for the benefit of hospital staff (both clinical and support) as long as it is in line with the objective of the fund and it does not go beyond what a good employer would consider reasonable to provide.
- The funds cannot be used to campaign or lobby on behalf of the Trust
- Should comply with the requirements of the Charities Act 2006 on the Public Benefit Test where there is an identifiable benefit or benefits and this benefit must be to the public or section of the public
- Should not generally be spent for the benefit of specific individuals
- To supplement the remuneration (directly or indirectly) of officers
- The authorised signatories must consider the following:-
- That the expenditure is within the general and specific restrictions placed upon the funds (the authorising officer must be aware of these)
- Must be applied for the purposes set out in the Governing Document
- That the funds are not freely available from other sources
- Must be applied with complete fairness between persons who are properly qualified to benefit from it.



# Independent Examiners Report

The Trustees  
Liverpool Heart and Chest Hospital Thomas Drive  
Liverpool  
Merseyside  
L14 3PE



27th June 2023

Dear Sirs

The purpose of this Independent Examination memorandum is to highlight the key findings arising from the Independent Examination of Liverpool Heart and Chest Hospital Charity, for the year ended 31 March 2023.

This report relates only to those matters which came to our attention during our normal independent examination procedures which included making enquiries, performing analytical procedures, assessing the consistency of application of your accounting policies and examining evidence relevant to certain balances. An independent examination is substantially less in scope and provides a lower level of assurance than an audit performed in accordance with ISAs (UK). Our examination is not designed to test all internal controls or identify all areas of control weakness. The independent examination of the financial statements does not relieve management or those charged with governance of their responsibilities for the preparation of the financial statements.

Generally we found the records extremely well kept. We actually have no points to raise which is a reflection on the high standard of records maintained and financial statements presented.

This report has been prepared solely for your use and should not be quoted in whole or in part without our prior written consent. We do not accept any responsibility for any loss occasioned to any third party acting, or refraining from acting on the basis of the content of this report, as this report was not prepared for, nor intended for, any other purpose.

We would like to take this opportunity to record our appreciation for the kind assistance provided by the finance team and other staff during the course of our independent examination.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Michael Caputo', written over a light blue horizontal line.

**Michael Caputo FCA**  
**McIntocks (NW) Limited**



# Annual accounts 2022/23

## Trustee responsibilities statement

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards 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 will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the trustee:

**Bob Burgoyne**

Chair of Charitable Funds Committee

**Karen Edge**

LHCH Chief Finance Officer  
Financial Trustee

