



The Friends  
Of  
Guy's Hospital  
Annual Report  
2011

## **Joining the Friends**

Anyone can join. You do not have to be an ex-patient, although many of our members are.

The minimum subscription is £5 a year, but extra donations are greatly appreciated and will enable the Charity to continue its good work in supporting the hospital, its patients and staff in so many ways that are not available through the NHS. Cheques and postal orders should be made payable to 'The Friends of Guy's Hospital' and sent to

The Secretary,  
The Friends of Guy's Hospital,  
Level 2, Southwark Wing,  
Guy's Hospital,  
London,  
SE1 9RT.

Information regarding Gift Aid and Legacies can be obtained from the Secretary as above  
(Telephone : 020 7407 1058 or 020 7188 2465)

## **Chairman's Report**

It may seem that the Friends have contracted their activities in recent years, but all such organisations have to move with the times. We gave up the shop for a much better financial deal, which this year brought in just under £24,500, an increase of £1,000 compared to the previous year and we hope this trend will continue in future. We gave up the provision of flowers and the sale of memorabilia because this activity was no longer financially viable. All this means that our public face has diminished, which could result in a diminution in donations and legacies. Your executive committee is considering measures to counteract this and to give the Friends a higher public profile. We have achieved this to some extent by the success of the Christmas Fair, Raffle and Auction, which raised £10,000 in this financial year, largely due to the considerable efforts and enterprise of our Secretary, Mrs. Pat Hutton. The raffle prizes are really amazing and the limited tickets sell out very quickly, we usually have a waiting list. The automaton continues to give us a steady income, this year £3,000, £1000 up on last year when it was out of service for several months. The Galleria remains fully booked despite the financial situation and made £12,400. Together with the income from our investments, we have been able to maintain our core activity of providing small grants for the benefit of patients and staff of this hospital.

The four largest grants (over £20,000) were to enable digitisation of the complete series of the Guy's Hospital Gazette from its first issue in 1872, a major contribution to the history of the Hospital (£30,000). This valuable archive will be fully searchable and freely available to all. £50,000 was given for research, with the usual proviso that this had to be of immediate and obvious benefit to patients. We are very grateful to Professor Stephen Challacombe, who chairs the committee which assesses the applications, together with Professor Richard Hughes and Dr. Michael Wright, from the Guy's and St. Thomas' Charity. The third large grant of £39,500 was to the Renal Transplant team, and the fourth was £23,300 to Dental Orthodontics for a 3-D scanner. Smaller grants amounting to £28,000 are listed in the report.

I much regret to report the sudden and untimely death in August 2011 of Mr Anthony Roles who served on the executive committee for so many years, also the death of one of our Vice Presidents, The Honourable Mrs Janet McBeath, who died in April 2011 and served and supported The Friends of Guy's Hospital for many years.

I am very grateful to members of the Executive Committee for their continued support and advice, particularly Peter Hiscock who looks after our Website and deals with our IT problems. I am pleased to report that Anne Rigby has now joined the Committee.

**Michael D. O'Brien**  
**Chairman**

**March 2012**

## **How The Friends' Grants are used**

The following is an email received from The Breast Imaging Unit

### **Mammography chair for Breast imaging unit**

In July 2011 the Breast Imaging Unit was granted funds, from the Friends of Guys' Hospital , to purchase a new hydraulic examination chair for patients' use, during specialist procedures carried out for the diagnosis and treatment of breast cancer.

Our patients often have to endure diagnostic examinations that are lengthy and uncomfortable at a time when stress and anxiety are paramount.

The new chair has improved our patients experience by providing comfortable seating, in a chair that can be adapted into a variety of positions, during these long and stressful examinations. The chair also converts into a bed giving the patients the option of lying down to recover in comfort.

We are so grateful to the Friends of Guys' Hospital for supporting our unit and in doing so, helping to improve our patient's experience.

Julie Scudder  
Advanced Practitioner Radiographer  
Breast Imaging Unit





Two views of the Mammography Chair from Phillips Medical Systems (opposite and above)

## **Report of the Executive Committee**

The Executive Committee is pleased to present its report together with the financial statements of the Charity for the year ended 30th September 2011.

The financial statements have been prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005, and comply with the Charity's Articles of Constitution, and the Charities Act 1993.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Constitution**

The Friends of Guy's Hospital is a registered Charity number 264150. The Charity was formed by an amalgamation of The Guild of Ex-Patient and Friends of Guy's Hospital, and Guy's Hospital Ladies Association, and traces its origin back to 1895. The Charity's governing document is its Articles of Constitution.

### **Organisational Structure**

The Executive Committee which served during the year is set out in the Charity's Reference and Administrative Details. Associate members of the Committee are appointed by the Executive Committee. The Committee meets three times a year to administer the charity and at each annual general meeting one third of committee members retire from office and may be reappointed. A secretary, Mrs Pat Hutton, is appointed by the Committee to manage the day-to-day operations of the Charity.

No Committee members had any contract or arrangement of a material nature with the Charity during the year under review.

### **Induction and Training of Executive Committee Members**

New trustees are members of the hospital staff or retired staff and therefore already have background knowledge of the charity. They are expected to learn by practical experience how the charity operates and are provided with the following key information as required:

- Mission Statement and Policy
- Key Contacts
- Role Description
- Duties and Responsibilities

## **Relationships with Affiliated Organisations**

The Charity has a wholly owned subsidiary, The Friends of Guy's Trading Company Limited. The principal activity of the company is the sale of flowers, gifts, second hand clothes and sundries in order to raise funds for the Charity. The company ceased trading during the year as the new shop site was becoming increasingly impractical to run and was generating insufficient returns for the resources required to operate it.

## **Risk Management**

The Executive Committee actively review the major risks to which the Charity is exposed on a regular basis and confirm that systems have been established to mitigate those risks. A high proportion of income arises from fundraising and the Executive Committee regularly monitor the progress of fundraising through the year.

## **Objectives and activities**

The Charity provides amenities for patients and staff. Substantial grants are made for works of improvement which benefit patients, staff and visiting relatives. The Charity is able, from time to time, to purchase items which Guy's Hospital is not able to buy from its own budget.

## **Main objectives for the year**

The main objectives for the year were to continue to make grants for medical equipment and amenities to benefit patients, staff and visiting relatives and research. A list of grants made is shown in note 4 of the financial statements.

Changes have been made to the way funds are granted for the purposes of medical and dental research and the provision of medical equipment in order to comply with recent legislative restrictions.

## **Strategies for achieving objectives**

The strategy of maintaining a high profile for the Friends within the hospital and therefore to maximise incoming resources was achieved by various fundraising activities during the year, including the Christmas Fair and raffle, hiring out the Galleria and encouraging the renewal of subscriptions.

## **Review of activities**

The main fundraising activities of the Charity during the year were the hire of the galleria to outside traders, running stalls at the Christmas Fair and other events at the hospital. Income from these activities was maintained during the year compared to 2010, and the Christmas Fair and in particular the Christmas raffle continued to be very successful.

The financial statements for the year ended 30th September 2011 show net outgoing resources of £124,487 (2010: £18,929). The Executive Committee closely monitors the financial position of the Charity throughout the year.

Subscriptions and donations amounted to £13,770 (2010: £13,828).

Legacies receivable for the year were £28,778 (2010: £nil) and investment and deposit account interest £9,289 (2010: £4,059).

### **Reserves policy**

The Friends of Guys Hospital has a reserve policy of holding £500,000 in long term income bearing listed investments as a means of generating income and as a hedge against the effects of inflation. In addition it has outstanding grant commitments of over £117,000 at the year end. Holding a substantial reserve ensures the Charity is always in a position to maximize the benefit it is able to provide to the Hospital and the Medical and Dental Faculty of the embedded University. This, together with the need to retain sufficient cash to meet the cost of generating funds and compliance expenditure, fully accounts for the Charity's unrestricted funds of £661,197. The Executive Committee, aware that the Charity's unrestricted funds were at a much higher level in the previous year, took steps to eliminate the excess reserves in the year to 30<sup>th</sup> September 2011, through the award of substantial, but carefully considered, grants as described in note 4 of the financial statements.

### **Investment powers**

Under the Articles of Constitution, the Charity has the power to make any investment which the Executive Committee sees fit.

### **Plans for future periods**

The Friends are planning to continue to award grants for the general benefit of the patients, staff and the activities of Guys Hospital in accordance with their objects as set out in the constitution.

The charity is now receiving a share of the rental income generated from the use of the former Friends shop as a coffee shop. This income stream is expected to cover a ten year period.

### **Responsibilities of members of the Executive Committee**

The Articles of Constitution requires the members of the Executive Committee to prepare an annual report and financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the Charity for that period. In preparing those financial statements the members of the Executive Committee are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The members of the Executive Committee are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993 and the Charity (Accounts and Reports) Regulations 2008. 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.

Approved by the Executive Committee on 1st March 2012 and signed on their behalf by:

Dr. M. O'Brien MD FRCP  
Chairman  
The Friends of Guy's Hospital,  
St. Thomas Street,  
London, SE1 9RT.

## Accounts

The following pages are taken from the accounts audited by Wilkins Kennedy, Bridge House, London Bridge, SE1 9QR, a copy of which is available for inspection upon request to the secretary, and which are also available on the Friends' web site ([www.friendsofguys.org.uk](http://www.friendsofguys.org.uk)).

### Statement of Financial Activities for the Year ended 30th September 2011

	Unrestricted Funds 2011	Unrestricted Funds 2010
<b>Incoming Resources from generated funds</b>		
Voluntary Income	42,548	13,828
Rental Income	24,467	23,521
Activities for generating funds	39,898	25,071
Investment Income and Interest	9,289	4,059
	<hr/>	<hr/>
<b>Total Incoming Resources</b>	<b>£116,202</b>	66,479
	<hr/>	<hr/>
<b>Resources Expended</b>		
Costs of generating funds	45,040	49,665
Charitable Activities	167,017	35,993
Governance Costs	10,540	9,556
	<hr/>	<hr/>
<b>Total resources expended</b>	<b>£222,957</b>	95,214
	<hr/>	<hr/>
<b>Net incoming/(outgoing) resources before other recognised losses</b>	<b>(106,395)</b>	(28,735)
Other recognised gain / (loss) on investment	(16,065)	9,806
Realised loss on investment	(2,027)	-
	<hr/>	<hr/>
<b>Net Movement in Funds</b>	<b>(124,487)</b>	(18,929)
Fund Balances brought forward 1 <sup>st</sup> October 2010	785,684	804,613
	<hr/>	<hr/>
<b>Fund Balances Carried Forward 30<sup>th</sup> September 2011</b>	<b>£661,197</b>	£785,684

## **Balance Sheet as at 30<sup>th</sup> September 2011**

	<b><u>2011</u></b>	<b><u>2010</u></b>
<b><u>Fixed Assets</u></b>		
Tangible Assets	59,284	66,920
Investment in subsidiary	2	2
	<hr/>	<hr/>
	59,286	66,922
<b><u>Current Assets</u></b>		
Investments	387,323	255,326
Debtors	8,295	8,635
Cash on deposit	228,276	491,321
Cash at bank and in hand	2,136	10,187
Cash with brokers	102,086	5,606
	<hr/>	<hr/>
	728,116	771,075
<b>Creditors:</b> amounts falling due within one year	<b>(126,205)</b>	<b>(52,313)</b>
	<hr/>	<hr/>
Net current assets	601,911	718,762
	<hr/>	<hr/>
<b>Net assets</b>	<b>661,197</b>	<b>£785,684</b>
	<hr/>	<hr/>
<b><u>Funds</u></b>		
	<hr/>	<hr/>
Unrestricted funds	£661,197	£785,684
	<hr/>	<hr/>

The financial statements were approved by the Executive Committee on 1<sup>st</sup> March 2012 and signed on their behalf by:

Dr. M. O'Brien - Chairman  
K.M. Jeremiah - Treasurer

<b>Incoming Resources</b>	<b>2011</b>	<b>2010</b>
Voluntary Income		
Subscriptions and donations	<b>13,770</b>	13,828
Legacies	<b>28,778</b>	-
	<hr/>	<hr/>
	<b>£42,548</b>	£13,828
	<hr/>	<hr/>
Rental Income		
Coffee shop rental income	<b>24,467</b>	23,521
	<hr/>	<hr/>
	<b>£24,467</b>	£23,521
	<hr/>	<hr/>
Activities for generating funds		
- Hire of Galleria	<b>12,400</b>	12,685
- Income from Automaton	<b>3,006</b>	2,038
- Christmas and other stalls	<b>10,144</b>	10,348
- Other income	<b>14,348</b>	-
	<hr/>	<hr/>
	<b>£39,898</b>	£25,071
Investment income		
Income from listed investments	<b>9,061</b>	4,232
Interest on deposit account	<b>228</b>	(173)
	<hr/>	<hr/>
	<b>£9,289</b>	£4,059
	<hr/>	<hr/>
<b>Total incoming resources</b>	<b>£116,202</b>	£66,479
	<hr/>	<hr/>

<b>Resources Expended</b>	<b>Direct Costs</b>	<b>Staff Costs</b>	<b>Support Costs</b>	<b>Total 2011</b>	<b>Total 2010</b>
<b>Cost of generating funds:</b>					
Staff costs	-	<b>29,547</b>	-	<b>29,547</b>	29,878
Depreciation of tangible fixed assets	-	-	<b>7,636</b>	<b>7,636</b>	7,646
Other support costs	-	-	<b>7,857</b>	<b>7,857</b>	12,141
	<u>-</u>	<u>29,547</u>	<u>15,493</u>	<u>45,040</u>	<u>49,665</u>
<b>Charitable activities:</b>					
Grants and donations payable	<b>167,017</b>	-	-	<b>167,017</b>	35,993
	<u>167,017</u>	<u>-</u>	<u>-</u>	<u>167,017</u>	<u>35,993</u>
<b>Governance costs:</b>					
Staff costs	-	<b>3,283</b>	-	<b>3,283</b>	3,320
Audit and accountancy	-	-	<b>7,257</b>	<b>7,257</b>	6,236
	<u>-</u>	<u>3,283</u>	<u>7,257</u>	<u>10,540</u>	<u>9,556</u>
<b>Total Resources Expended</b>	<b>£167,017</b>	<b>£32,830</b>	<b>£22,750</b>	<b>£222,597</b>	£95,214

All costs are allocated between the expenditure categories noted above on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis, for example, time spent by staff on those activities.

## **Non charitable trading activities - net income**

The Charity has a wholly owned subsidiary, The Friends of Guy's Trading Company Limited, which is incorporated in the UK. The company trades in second hand clothes and books, and Guy's memorabilia, in the grounds of Guy's Hospital.

The company ceased trading during the year as the new shop site was becoming increasingly impractical to run and was generating insufficient returns for the resources required to operate it

A summary of the company's final trading results and the balance sheet are shown below.

<b><u>Profit and loss account</u></b>	<b><u>2011</u></b>	<b><u>2010</u></b>
Turnover	<b>2,499</b>	22,832
Less cost of sales	<b>(1,472)</b>	(3,233)
	<hr/>	<hr/>
<b>Gross profit</b>	<b>1,027</b>	19,599
Administrative expenses	<b>(3,219)</b>	(20,747)
	<hr/>	<hr/>
Operating loss on ordinary activities before taxation	<b>(2,192)</b>	(1,148)
Tax on loss on ordinary activities	<b>(77)</b>	-
	<hr/>	<hr/>
Loss for the financial year after taxation	<b>(2,269)</b>	(1,148)
Retained profit brought forward	<b>2,267</b>	3,415
	<hr/>	<hr/>
<b>(Deficit)/Retained profit Carried Forward</b>	<b>(£2)</b>	£2,267
	<hr/>	<hr/>

<b><u>Balance Sheet</u></b>	<b><u>2011</u></b>	<b><u>2010</u></b>
Fixed Assets	-	134
	<hr/>	<hr/>
Current Assets		
Stocks	-	900
Debtors	-	775
Cash in hand and at bank	-	9,131
	<hr/>	<hr/>
	-	10,806
Creditors : amounts falling due within one year	-	8,671
	<hr/>	<hr/>
Net Current Assets	-	2,135
	<hr/>	<hr/>
Net Assets	<b>£ -</b>	<b>£2,269</b>
	<hr/>	<hr/>
<b>Capital and Reserves</b>		
Called up share capital	<b>2</b>	<b>2</b>
Profit and loss account	<b>(2)</b>	<b>2,267</b>
	<hr/>	<hr/>
Shareholders' funds	<b>£ -</b>	<b>£2,269</b>
	<hr/>	<hr/>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2011.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2011 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Directors on 1 March 2012 and were signed on its behalf by:

Dr M D O'Brien - Director

<u>Grants and donations payable</u>	<u>Total funds</u> <u>2011</u>	<u>Total funds</u> <u>2010</u>
Research grants	48,900	-
Medical equipment	71,849	(190)
Amenities grants	44,743	34,183
Christmas vouchers	1,525	2,000
	<hr/>	<hr/>
	<b>£167,017</b>	<b>£35,993</b>
	<hr/>	<hr/>

Individual research, medical committee and amenities grants committed (unutilised / recovered) for the year ended 30th September 2011 are as follows:-

### **Research Grants**

Dr. Geeta Hampson : The additive effect of Vitamin K supplementation and Bisphosphonate on fracture risk in post-menopausal osteoporosis.	8,000
Prof. Frazer McDonald : The evaluation of ankylosed teeth and correlation with computed tomography views.	3,800
Mrs. Cath Taylor : What do cancer patients know about their multidisciplinary team to ensure effective involvement in decision making about their care?	7,800
Dr. Natalie J. Prescott : Exploring the genetic basis of orofacial granulomatosis.	6,000
Dr. Hema Verma : Pre-operative localisation of sentinel lymph nodes using intradermal microbubbles & contrast enhanced ultrasound re breast cancer	7,500
Dr. Suzanne Scott : The effect of emotional disclosure on dental anxiety	8,000
Dr. Susan Bewley : Multi-agency Organised Services : Abortion in the context of violent relationships (MOSAiC-VR).	7,800

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**£48,900**

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### **Medical grants**

Replacement camera equipment for Endourology suite (Urology Department)	39,500
3D scanner for study models for Orthodontics Department	22,319
“Move for Health” equipment for Physiotherapy Department	315
Mammography / Biopsy chair for Breast Imaging Radiology Unit	9,715

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**£71,849**

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### **Amenities grants**

Weekly flowers for Guy's Chapel and the new Bereavement Office	6,000
Digitizing all past copies of "The Guy's Hospital Gazette" for internet access	30,000
Two Versaclimber exercise machines for The Thomas Guy Club	8,212
Fold up single adult bed for Blundell Ward, for relatives of patients	180
DVDs etc. for Neurology Outpatients	162
Television, fridge etc. for Nuclear Medicine	899
Roller blinds for the Chaplaincy Office	930
Less : old grants written off	(1,640)
	<hr/>
	<b>£44,743</b>

The old grants written off are grants that are over 2 years old and not expected to be claimed.

<b>Reconciliation of grants payable</b>	<b>2011</b>	<b>2010</b>
Commitments at beginning of year	<b>32,896</b>	12,583
Commitments made in year	<b>168,657</b>	36,255
Grants recovered or not requested by grantee	<b>(1,640)</b>	(262)
	<hr/>	<hr/>
Grants payable for the year	<b>167,017</b>	35,993
Grants paid during the year	<b>(82,448)</b>	(15,680)
	<hr/>	<hr/>
<b>Commitments at end of year</b>	<b>£117,465</b>	£32,896

### **Funds**

	<b>Unrestricted</b>
	<b>General</b>
Balance 1 <sup>st</sup> October 2010	<b>785,684</b>
Income	<b>116,202</b>
Expenditure	<b>(222,597)</b>
Other unrealised gains	<b>(18,092)</b>
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Balance 30 <sup>th</sup> September 2011	<b>£661,197</b>

# THE FRIENDS OF GUY'S HOSPITAL

## LEGAL AND ADMINISTRATIVE INFORMATION

### EXECUTIVE COMMITTEE

#### President:

Lord Harris of Peckham

#### Vice Presidents:

Mrs K. Glendinning MBE

Lady Harris

The Hon Mrs. J. McBeath  
(until April 2011)

Mr W. White

Mr R. Franks

#### Chairman:

Dr. M. O'Brien MD FRCP

#### Vice Chairman:

Mr. O. Shaheen

#### Treasurer

Mr K. M. Jeremiah

#### Other Members:

Mr P J Hiscock

Mr A J Roles  
(Until August 2011)

Mr C Saunders

Dr D Tong

Professor S Challacombe

Professor B Hicks

Dr M Skelly

Ms K Sorenson

Dr M Barnett

Anne Rigby

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