

**THE CENTRE FOR SUSTAINABLE
HEALTHCARE LIMITED**

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 NOVEMBER 2012

SATURDAY



A07 31/08/2013 #285
COMPANIES HOUSE

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

CONTENTS

	Page
Reference and administrative details of the charity, its trustees and advisers	1
Trustees' report	2 - 8
Independent examiner's report	9
Statement of financial activities	10
Balance sheet	11
Notes to the financial statements	12 - 19

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 30 NOVEMBER 2012**

Trustees	David Doughty Harry Rutter Rachel Stancliffe Michael Smeeth Shaibal Roy
Company registered number	07450026
Charity registered number	1143189
Registered office	Cranbrook House 287-291 Banbury Road Summertown Oxford OX2 7JQ
Accountants	Wellers Independent Examiners 8 King Edward Street Oxford OX1 4HL

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 30 NOVEMBER 2012

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of The Centre for Sustainable Healthcare (the company) for the period ended 30 November 2012. The Trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

Structure, governance and management

a. CONSTITUTION

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 24/11/2010.

The company is constituted under a Memorandum of Association dated 24/11/2010 and is a registered charity number 1143189. The company changed its Memorandum and Articles to better reflect its work after consultation with NCVO and is currently constituted under a Memorandum of Association and Articles dated 15/07/2011.

The principal object of the company is to provide

- 1 The promotion of health for the benefit of the public in any part of the world
- 2 The advancement of education for the benefit of the public in any part of the world by supporting the application and implementation of research findings to improve health and healthcare
- 3 The conservation, protection and enhancement of the physical and natural environment by the prudent use of natural resources for the public benefit

b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES

A Skills Audit has been used, which enables the Trustees to identify their own strengths and weaknesses and helps to identify training needs for existing individuals and gaps, which might be filled by new Trustees.

d. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The Trustees meet once every quarter, face to face and by phone conference for alternate meetings. The Director of CSH provides a draft agenda and financial update two weeks before the meetings, with opportunity for each Trustee to contribute suggested items for the agenda. Meetings are also attended by at least one other employee of CSH – usually the financial lead. Decisions are taken at the meeting unless it is deemed important to get input from anyone not present in which case a clear set of options is circulated to all and responses are collated via email.

e. RELATED PARTY RELATIONSHIPS

As set out in the application to the Charities Commission and accepted by them, Rachel Stancliffe is both a Trustee and the Director of CSH, receiving a regular salary as such. As governed by the Articles, she will absent herself for any meeting or any part of the meeting in which a conflict of interest may arise.

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 NOVEMBER 2012

f. RISK MANAGEMENT

The Trustees have assessed the major risks to which the company is exposed, in particular those related to the operations and finances of the company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks

A system of assessing risks to the programmes has been put in place with a traffic light marking (red, amber and green) to highlight projects at risk during any stage of their progress. The risk assessment for projects is reviewed quarterly and the overall risk profile of the company is reviewed annually

Objectives and Activities

a. POLICIES AND OBJECTIVES FOR THE PUBLIC BENEFIT

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives, and in planning future activities and setting future policies, therefore have complied with the duty in section 4 of the Charities Act 2006. In line with Charity Commission guidance our objectives are determined by our defined charitable objectives

- 1 transforming healthcare for a sustainable future
- 2 ensuring that health is safeguarded in a time of resource restraint
- 3 educating healthcare professionals and others about links between health and the environment

b. STRATEGIES FOR ACHIEVING OBJECTIVES

CSH Strategies for achieving Objectives are

- 1 engaging healthcare professionals, patients and the wider community in sustainability and the links between health and environment
- 2 engaging other industries and organizations in the healthcare sector
- 3 assessing current knowledge, barriers and opportunities for sustainable healthcare
- 4 improving research into more sustainable options
- 5 reducing the NHS carbon footprint

c. ACTIVITIES FOR ACHIEVING OBJECTIVES

- 1 developing and running programmes and tools that can help to engage healthcare professionals and others
- 2 sharing ideas and knowledge with other organizations to engage them with sustainable healthcare
- 3 running networks to enable natural communities in healthcare to share ideas and questions
- 4 working to include sustainability in medical education via curriculum development and other areas
- 5 carrying out reviews of current research and other information on barriers and opportunities for sustainable healthcare
- 6 identifying and/or carrying out research into more sustainable options for healthcare
- 7 measuring the carbon footprint of services and diseases
- 8 developing standardized methodology for carbon footprinting and measuring the triple bottom line in healthcare
- 9 planting trees to engage staff, patients and visitors with sustainability
- 10 working with NHS sites to make the links between health and the environment through the NHS Forest and Outer Space projects

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 NOVEMBER 2012

d. VOLUNTEERS

CSH has benefited from the time and expertise given by several volunteers and interns. CSH's main projects benefit from the input of steering group members, who have experience in medical, environmental and health organizations. CSH has also benefited from several volunteers who have worked on central projects and tasks.

CSH has received input from NCVO on volunteer engagement and management. There is a volunteer policy and each volunteer receives a tailored Agreement for the period of their work.

Achievements and performance

a. GOING CONCERN

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. REVIEW OF ACTIVITIES

NHS Forest

The NHS Forest is a national project focusing on planting trees and engaging staff, patients and the local community in both creating and maintaining their NHS Forest and using this green space for rest, relaxation and exercise. The NHS Forest project was started in 2009 by the Centre for Sustainable Healthcare.

Achievements in 2012

- In 2012 over 50 new sites have signed up to the NHS Forest, bringing the total to over 30,000 trees on 100 sites
- The tree sponsorship scheme (TSS) continues and has been taken directly into hospitals where sales are supported by groups such as the League of Friends
- In October 2012 CSH held the second annual NHS Forest Conference to celebrate the successes of the project so far. The day's festivities included an award ceremony, presented by Pam Warhurst, Chair of the Forestry Commission and a site tour
- The partnership with Incredible Edible was launched at this conference
- Green Health Walks have been created within the NHS Forest and funding is being sought to develop this idea
- A schools engagement project at one hospital has been successfully completed
- The NHS Forest team has been part of the Local Nature Partnership, sitting on the Steering Group, awarded funding to do a scoping piece of work for a Health Ecosystems Toolkit and working nationally with the Ecosystems Knowledge Network, where CSH is the health representative

The work of the NHS Forest project is overseen by an informal Steering Group, which gives advice and often offers help, but does not have an executive role.

Outer Space

In April 2011 CSH secured funding for 'Outer Space' from the Big Lottery Fund (BLF). Outer Space is a sister project to the NHS Forest. It aims to focus on improving access to green space at Coventry University Hospital and St Catherine's Hospital Doncaster and on engaging the potential beneficiaries of the green space through programmes of activities and the chance to become involved in the future management and development of

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 NOVEMBER 2012

the sites through the establishment of local community stakeholder groups. The on site project work is led by our partners TCV and the Warwickshire Wildlife Trust and overseen by steering groups made up from representatives of the major stakeholders on each site. The Access To Nature Grant from BLF will provide funding for the project until October 2013.

Achievements in 2012

- Development of partnership with Warwickshire Wildlife Trust at the Coventry site
- Site visits and steering group meetings
- Development of the project at each site including creating pathways at Doncaster with volunteers, producing workbooks for local schoolchildren who have been regularly visiting Coventry, and holding planting and educational days out at both sites
- The Outer Space website has been created with separate areas for each site
- Monitoring and Evaluation is ongoing at both sites
- A research element has been added to the programme with Ambra Burls the lead researcher. This will evaluate the project and also includes a new element – eco-coaching, which we hope will be taken up by clinical staff at both sites

Clinical Programme

Sustainable Specialties

The Sustainable Specialties programme continues to be praised as an excellent model for developing networks for change in different areas of medicine and for pioneering transformative models of care. Networks now exist in Kidney care (nephrology), Mental Health, Respiratory medicine, Occupational Therapy, Primary Care and Operating Theatres.

Highlights in 2012

Green Nephrology Programme - CSH secured some additional funding to progress and coordinate the Green Nephrology Network, a network of sustainability champions covering 80% of NHS kidney units. These champions have identified opportunities to green their units' work, and have shared their ideas through the CSH network – saving resources, cutting carbon emissions and pioneering more efficient healthcare.

Sustainable Respiratory Medicine

CSH started this project in 2011/12 funded by GSK, to improve the environmental sustainability of respiratory medicine, focusing in particular on COPD. The focus was on the environmental impact of COPD services, showing how the inclusion of environmental protection as a key driver alongside cost and quality of care will encourage innovation and ultimately produce a service which is preventative, personalised and efficient and makes best use of low carbon technologies.

CSH convened a summit in March 2012 bringing together key respiratory professionals including researchers, clinicians, industry and others. Although the attendees may not have had a great deal of history looking at healthcare from the perspective of carbon reduction, there was a wide consensus that a lower carbon future is good for the NHS, and healthcare in general - and that this specialty should play a key role. A statement was published following the summit. Following that the groups worked to identify priorities for research by CSH and papers were written on inhalers with the ideas being taken forward in journals, further meetings and a suggested campaign on shifting from gas-propelled inhalers (MDIs) to Dry Powder inhalers (DPIs). Work continues.

Sustainable Healthcare Education Network (SHE Network)

The impacts of the environment on health and healthcare should be part of the curriculum for all health professionals. The Sustainable Healthcare Education (SHE) network is a fast growing group of clinicians, academics and students who have been developing teaching materials in this area.

Achievements in 2012

At a meeting with the General Medical Council (GMC) in September 2011, the SHE Network was invited to

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 NOVEMBER 2012

develop recommendations for sustainable healthcare in medical education with reference to all educational levels, from undergraduate to continuing professional development. A curriculum working group was formed and the final recommendations ("Sustainable Healthcare Priority Learning Outcomes") were welcomed by the GMC following their submission in January 2012. At the suggestion of the GMC, a national consultation exercise with medical education providers and regulators was coordinated by the SHE Network in 2012/13.

Additional Projects

The CleanMed conference – to be hosted by CSH and held in Oxford in September 2013. Work began on this conference in Summer 2012 with scoping of the business case and venues, publicity materials being created and a trip to Malmö to the 2012 conference to scope, publicise the conference and secure early potential sponsors. Preparation has continued throughout the remainder of 2012.

Sustainability Scholar Supervision

Initiated in 2010 in collaboration with the Severn Deanery and the Royal College of GPs, this is a new type of post awarded annually to a trainee GP who can spend about 4 weeks on a specific project with CSH. CSH provides guidance and mentoring and supervision of/input to the papers written.

MH Service Line Carbon Footprinting

In collaboration with the Royal College of Psychiatrists, CSH has completed a pilot project at Nottinghamshire Healthcare NHS Trust, which sets out a new methodology for carbon footprinting which is meaningful to healthcare specialties and creates a Framework for this type of work with agreed standards. The report which came out of this work was shared nationally with key stakeholders and will be presented to the Academy of Royal Colleges.

The Academic Health Sciences Network (AHSN)

The AHSN is a new national system of aligning clinical practice, research and industry more closely so that health outcomes improve at the same time that large scale, transformational, sustainable change is developed and disseminated. CSH put in a bid last summer to provide the Sustainability element of the Oxford AHSN and were successful. The time period is 5 years, funding will cover the Clinical Director's salary. CSH hopes to find funding for Sustainable Fellowships also within this opportunity and will also develop strategic alliances with industry partners as part of the scope.

c. FUNDRAISING ACTIVITIES/INCOME GENERATION

The three main sources of income for this period were from the remainder of GlaxoSmithKline's agreement to fund work into sustainability and COPD (as outlined above), core funds from the Outer Space project mentioned above which were the most constant source of income, and smaller funds for both the NHS Forest project and clinical specialties programme.

The NHS Forest Tree Sponsorship Scheme resulted in income generated for this project via several sponsored trees. CSH also carried out its annual mass mailing to trusts and foundations for core funding towards the NHS Forest which resulted in several donations and also produced contacts for further positive steps forward on the project's development.

Towards the end of this period, the Royal College agreed to fund the Sustainable Mental Health Fellow for 2 years although the money did not come in during this period.

d. INVESTMENT POLICY AND PERFORMANCE

The financial climate continues to be difficult – both many of our corporate partners and potential partners are cutting back marketing budgets and are also losing whole sections, and also the NHS has had a cap put on

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 NOVEMBER 2012

spending. However, people are willing to volunteer staff time, venues and other resources which helped during this period.

Shake up of the NHS with reforms meaning both an opportunity for new partnerships and also a lack of focus on sustainability at a time of upheaval. However, during 2012 things began to calm down, sustainability is definitely on the agenda, especially if we can demonstrate direct cash-savings through our projects, and several opportunities are emerging.

Financial review

a. RESERVES POLICY

Our policy is to have 3 months outgoings in reserves at any one time.

b. PRINCIPAL FUNDING

We do not have one main source of funding as our funding is project based and therefore specific to the current projects. See above section on fundraising.

Plans for the future

a. FUTURE DEVELOPMENTS

During 2012/13, the CleanMed conference is expected to raise funds for core staff salaries as well as increase the profile of the organisation.

Additional funding will come for managing the Mental Health Fellow and from the AHSN. Money will also be sought for research projects.

CSH plans to concentrate on fundraising in a cost effective manner, with a focus on raising funds from individuals, trusts, foundations and corporations. CSH continues to raise funds for its NHS Forest project via its tree sponsorship scheme. In addition, CSH will continue to seek funding for project related activities.

In the year from December 2012, CSH also continues to receive payments from The Big Lottery Fund grant for our Outer Space project.

FUNDS HELD AS CUSTODIAN

We do not hold any funds as custodian, though we do administer a grant from the Big Lottery Fund which involves payment to partner organizations. We are paid by BLF in arrears for this project, but hold match funding contributions from the two NHS sites involved in the project. This was initially £48,000 but will be spent as the project progresses.

MEMBERS' LIABILITY

The Members of the company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

EMPLOYEE INVOLVEMENT AND EMPLOYMENT OF THE DISABLED

Employees have been consulted on issues of concern to them by means of regular consultative committee and

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 30 NOVEMBER 2012

staff meetings and have been kept informed on specific matters directly by management. The company has adopted a procedure of upward feedback for senior management and the Trustee.

The company has a number of detailed policies in relation to all aspects of personnel matters including

- Equal opportunities policy
- Volunteers' policy
- Health & safety policy

In accordance with the company's Equal opportunities policy, the company has long established fair employment practices in the recruitment, selection, retention and training of disabled staff.

Full details of these policies are available from the company's offices.

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees (who are also directors of The Centre for Sustainable Healthcare for the purposes of company law) 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).

Company and charity law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustee is required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgments and accounting estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 22 August 2013 and signed on their behalf, by


Rachel Stancliffe

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 30 NOVEMBER 2012**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CENTRE FOR SUSTAINABLE
HEALTHCARE LIMITED**

I report on the financial statements of the company for the year ended 30 November 2012 which are set out on pages 10 to 19

This report is made solely to the company's Trustees in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees for my work or for this report.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under charity or company law and is eligible for independent examination, it is my responsibility to

- examine the financial statements under section 145 of the Act,
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act, and
- state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed 
Christina Nawrocki FCCA

Dated 30 August 2013

WELLERS
Independent Examiners
8 King Edward Street
Oxford
OX1 4HL

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(incorporating income and expenditure account)
FOR THE YEAR ENDED 30 NOVEMBER 2012

	Note	Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	170,426	5,000	175,426	192,152
Activities for generating funds	3	49,900	10,368	60,268	28,535
Investment income	4	-	116	116	47
TOTAL INCOMING RESOURCES		220,326	15,484	235,810	220,734
RESOURCES EXPENDED					
Charitable activities	10	248,106	6,748	254,854	159,359
Governance costs	6	-	3,805	3,805	2,500
TOTAL RESOURCES EXPENDED	9	248,106	10,553	258,659	161,859
MOVEMENT IN TOTAL FUNDS FOR THE YEAR - NET INCOME/(EXPENDITURE) FOR THE YEAR		(27,780)	4,931	(22,849)	58,875
<i>Total funds at 1 December 2011</i>		<i>55,229</i>	<i>3,646</i>	<i>58,875</i>	<i>-</i>
TOTAL FUNDS AT 30 NOVEMBER 2012		27,449	8,577	36,026	58,875

The notes on pages 12 to 19 form part of these financial statements

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)
REGISTERED NUMBER: 07450026

BALANCE SHEET
AS AT 30 NOVEMBER 2012

	Note	£	2012 £	£	2011 £
CURRENT ASSETS					
Debtors	14	6,994		48,267	
Cash at bank and in hand		38,350		28,088	
		<u>45,344</u>		<u>76,355</u>	
CREDITORS amounts falling due within one year	15	(9,318)		(17,480)	
NET CURRENT ASSETS			<u>36,026</u>		58,875
NET ASSETS			<u>36,026</u>		<u>58,875</u>
CHARITY FUNDS					
Restricted funds	16		27,449		55,229
Unrestricted funds	16		8,577		3,646
TOTAL FUNDS			<u>36,026</u>		<u>58,875</u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 30 November 2012 and of its net resources expended for the year in accordance with the requirements of sections 394 and 395 of the Act 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 relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the Trustees on 22 August 2013 and signed on their behalf, by



Rachel Stancliffe

The notes on pages 12 to 19 form part of these financial statements

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2012

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in March 2005, applicable accounting standards and the Companies Act 2006.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page . In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

1.4 Incoming resources

All incoming resources are included in the Statement of financial activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2012**

1. ACCOUNTING POLICIES (continued)

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

1.6 Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

1.7 Pensions

The charity contributes to personal stakeholder pension plans on behalf of five employees.

2. VOLUNTARY INCOME

	Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
Donations	27,571	5,000	32,571	6,820
Grants	142,855	-	142,855	185,332
	<u>170,426</u>	<u>5,000</u>	<u>175,426</u>	<u>192,152</u>

3. FUNDRAISING INCOME

	Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
NHS forest	-	-	-	4,196
Clinical	49,900	6,577	56,477	22,118
Other	-	3,791	3,791	2,221
	<u>49,900</u>	<u>10,368</u>	<u>60,268</u>	<u>28,535</u>

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2012**

4. INVESTMENT INCOME

	Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
Bank interest received	-	116	116	47

5. EXPENDITURE BY CHARITABLE ACTIVITY

SUMMARY BY FUND TYPE

	Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
Organisation	-	299	299	935
Clinical	53,953	-	53,953	66,842
NHS forest	34,712	6,449	41,161	36,378
Access To Nature	137,549	-	137,549	55,204
CleanMed	21,892	-	21,892	-
	248,106	6,748	254,854	159,359

SUMMARY BY EXPENDITURE TYPE

	Staff costs 2012 £	Other costs 2012 £	Total 2012 £	Total 2011 £
Organisation	-	299	299	935
Clinical	37,464	16,489	53,953	66,842
NHS forest	33,877	7,284	41,161	36,378
Access To Nature	43,182	94,367	137,549	55,204
CleanMed	15,326	6,566	21,892	-
	129,849	125,005	254,854	159,359

6. GOVERNANCE COSTS

	Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
Independent examination fee	-	3,805	3,805	2,500

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2012**

7. DIRECT COSTS

	Organisation £	Clinical £	NHS forest £	Access To Nature £	CleanMed £	Total 2012 £
Consultancy	-	2,333	-	-	-	2,333
Payments to charitable partners	-	-	750	66,359	-	67,109
Venue fees	99	-	-	-	-	99
Wages and salaries	-	32,358	30,149	38,807	14,035	115,349
National insurance	-	2,635	1,991	3,471	1,291	9,388
Pension cost	-	2,471	1,737	904	-	5,112
	<u>99</u>	<u>39,797</u>	<u>34,627</u>	<u>109,541</u>	<u>15,326</u>	<u>199,390</u>

8 SUPPORT COSTS

	Organisation £	Clinical £	NHS forest £	Access To Nature £	CleanMed £	Total 2012 £
Advertising	-	-	490	792	-	1,282
Website and computer costs	-	1,363	1,371	2,749	1,362	6,845
Insurances	-	-	-	-	-	-
Postage	-	12	56	19	11	98
Miscellaneous expenses	200	500	91	-	-	791
Recruitment	-	-	-	-	-	-
Rent	-	-	-	12,610	-	12,610
Travel and subsistence	-	1,560	1,257	1,260	828	4,905
Entertainment	-	731	198	715	614	2,258
Telephone	-	570	216	211	210	1,207
Professional and consultancy	-	8,442	1,563	3,014	2,629	15,648
Bookkeeping	-	625	625	626	626	2,502
Repairs and maintenance	-	44	44	43	43	174
Office expenses	-	176	529	2,537	202	3,444
Bank charges	-	40	40	49	41	170
Printing	-	93	54	3,383	-	3,530
	<u>200</u>	<u>14,156</u>	<u>6,534</u>	<u>28,008</u>	<u>6,566</u>	<u>55,464</u>

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2012**

9. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE

	Staff costs 2012 £	Other costs 2012 £	Total 2012 £	Total 2011 £
Organisation	-	299	299	935
Clinical	37,464	16,489	53,953	66,842
NHS forest	33,877	7,284	41,161	36,378
Access To Nature	43,182	94,367	137,549	55,204
CleanMed	15,326	6,566	21,892	-
Charitable activities	129,849	125,005	254,854	159,359
Governance	-	3,805	3,805	2,500
	129,849	128,810	258,659	161,859

10. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES

	Activities undertaken directly 2012 £	Support costs 2012 £	Total 2012 £	Total 2011 £
Organisation	99	200	299	935
Clinical	39,797	14,156	53,953	66,842
NHS forest	34,627	6,534	41,161	36,378
Access To Nature	109,541	28,008	137,549	55,204
CleanMed	15,326	6,566	21,892	-
Total	199,390	55,464	254,854	159,359

11 NET INCOME / (EXPENDITURE)

This is stated after charging

	2012 £	2011 £
Independent examiners fee	3,805	2,500
Pension costs	5,112	5,144

During the period, Rachel Stancliffe, a trustee received remuneration of £40,000 (2011 £40,000)

During the year, no Trustees received any benefits in kind (2011 - £NIL)

During the period, Rachel Stancliffe, a trustee, received reimbursement of expenses amounting to £2,452 72 Expenses were in respect of travel, subsistence and meeting costs

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2012**

12. STAFF COSTS

Staff costs were as follows

	2012 £	2011 £
Wages and salaries	115,349	104,989
Social security costs	9,388	-
Other pension costs	5,112	5,144
	<u>129,849</u>	<u>110,133</u>

The average monthly number of employees during the year was as follows

	2012 No.	2011 No
	<u>6</u>	<u>5</u>

No employee received remuneration amounting to more than £60,000 in either year

13. TRUSTEES' REMUNERATION

During the year retirement benefits were accruing to 1 Trustee (2011 - 1) in respect of defined contribution pension schemes

14. DEBTORS

	2012 £	2011 £
Trade debtors	-	48,267
Other debtors	2,165	-
Prepayments and accrued income	4,829	-
	<u>6,994</u>	<u>48,267</u>

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2012**

15. CREDITORS:
Amounts falling due within one year

	2012 £	2011 £
Trade creditors	810	54
Social security and other taxes	2,877	11,098
Other creditors	997	1,218
Accruals and deferred income	4,634	5,110
	<u>9,318</u>	<u>17,480</u>

16. STATEMENT OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Carried Forward £
Unrestricted funds				
Reserves	3,646	-	-	3,646
Other General funds	-	15,484	(10,553)	4,931
	<u>3,646</u>	<u>15,484</u>	<u>(10,553)</u>	<u>8,577</u>
Restricted funds				
Restricted Funds - all funds	55,229	-	-	55,229
Other Restricted funds	-	220,326	(248,106)	(27,780)
	<u>55,229</u>	<u>220,326</u>	<u>(248,106)</u>	<u>27,449</u>
Total of funds	<u>58,875</u>	<u>235,810</u>	<u>(258,659)</u>	<u>36,026</u>

SUMMARY OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Carried Forward £
General funds	3,646	15,484	(10,553)	8,577
Restricted funds	55,229	220,326	(248,106)	27,449
	<u>58,875</u>	<u>235,810</u>	<u>(258,659)</u>	<u>36,026</u>

THE CENTRE FOR SUSTAINABLE HEALTHCARE LIMITED
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2012**

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds 2012 £	Unrestricted funds 2012 £	Total funds 2012 £	Total funds 2011 £
Current assets	36,767	8,577	45,344	76,356
Creditors due within one year	(9,318)	-	(9,318)	(17,481)
	27,449	8,577	36,026	58,875

18. PENSION COMMITMENTS

The charity has made employer contributions into a stakeholder pension scheme for five employees