

Charity Registration No. 1183890 (England and Wales)

Charity Registration No. SC049802 (Scotland)

Company Registration No. 11911752 (England and Wales)

**LEUKAEMIA CARE**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**Leukaemia Care**  
YOUR Blood Cancer Charity

[www.leukaemiacare.org.uk](http://www.leukaemiacare.org.uk)



# LEUKAEMIA CARE

## LEGAL AND ADMINISTRATIVE INFORMATION

---

<b>Patrons</b>	Lady Penny Mountbatten Beverley Warboys	
<b>Trustees</b>	Mr C. R. G. Matthews Maxwell (Chair) Mrs Wendy Davies (Treasurer) Dr Emmanouil Nikolousis Mrs Elizabeth Wilson (Vice Chair) Ms K Stallard Mr R Heppell  Mr D Mehta  Mr Kristian Griffin Mr Matthew Fowler Dr Barbara Compitus	(Appointed 1 April 2020)     (Appointed 16 December 2020) (Appointed 16 December 2020)  (Resigned 29/07/20) (Resigned 17/05/21) (Resigned 15/06/21)
<b>President</b>	Dr Richard Taylor	
<b>Vice Presidents</b>	Ms Sue Merchant Mr Roland Maturi Professor Claire Harrison Dr Robert Marcus Professor Andrew Pettitt Dr Noel E M Harker Professor Antonio Pagliuca Ms Sheila Hegarty Mr Jason Eliadis Mr C.R.G. Matthews-Maxwell Mr Peter Mondon Mr Anthony Gavin Mr Albert Podesta	
<b>Senior Management Team</b>		
Chief Executive Officer	Mr Peter Mondon  Zack Pemberton-Whiteley	(Retired 31 December 2020)  (Appointed 1 October 2020)
Chief Operating Officer and Deputy CEO Communications and Fundraising Director	Monica Izmajlowicz Nicole Scully	
<b>Medical Advisory Panels</b>	As descibed in the Trustees' Report	
<b>Secretary</b>	Monica Izmajlowicz	
<b>Charity number (England and Wales)</b>	1183890	
<b>Charity number (Scotland)</b>	SC049802	
<b>Company number</b>	11911752	
<b>Website</b>	<a href="http://www.leukaemiacare.org.uk">www.leukaemiacare.org.uk</a>	

---

# LEUKAEMIA CARE

## LEGAL AND ADMINISTRATIVE INFORMATION

---

**Registered office**

One Birch Court  
Blackpole East  
Worcester  
WR3 8SG

**Auditor**

Kendall Wadley LLP  
Granta Lodge  
71 Graham Road  
Malvern  
Worcestershire  
WR14 2JS

**Bankers**

Barclays Bank Plc  
54 High Street  
Worcester  
WR1 2QQ

**Solicitors**

Harrison Clark Rickerbys  
5 Deansway  
Worcester  
WR1 2JG

**Investment advisors**

Cardale Asset Management  
2 Greengate  
Cardale Park  
Harrogate  
HG3 1GY

CCLA  
Senator house  
85 Queen Victoria Street  
London  
EC4V 4ET

---

# LEUKAEMIA CARE

## CONTENTS

---

	<b>Page</b>
A word from our Chairman	1
Trustees' report	2 - 19
Statement of Trustees' responsibilities	20
Independent auditor's report	21 - 23
Statement of financial activities	24 - 25
Balance sheet	26
Statement of cash flows	27
Notes to the financial statements	28 - 46

---

# LEUKAEMIA CARE

## A word from our Chairman

### ***FOR THE YEAR ENDED 31 DECEMBER 2020***

---

A warm welcome to our readers of the first Annual Report of Leukaemia Care, the Limited Company. In 2020 we completed the process of updating our governance structure in that we moved from being an unincorporated Charity to that of a Company Limited by Guarantee. For all practical purposes, however, Leukaemia Care continues to be a Registered Charity, with our ethos and culture of care and support, remaining unchanged.

We live in very difficult times and there can be no doubt that 2020 has been a very testing time for us all. This Report details how we responded to the challenge and its impact on patients, families, carers and friends. After 2019, which was a year of celebration for Leukaemia Care, marking 50 years of supporting leukaemia and other blood cancer patients, we started 2020 with an ambitious strategy that included a bold expansion of our face-to-face support for patients and their families in hospitals nationwide. However, by March it was obvious, as a result of the pandemic, we needed to adapt our strategy and move services online wherever possible. The pandemic also identified the need for us to do more, to do it differently, and to respond more quickly to unmet demands. Requests for information and support increased, and lockdowns have caused fundraising activities to decline sharply.

People have enthusiastically embraced online support, which has also enabled us to reach many who may not have otherwise engaged with the Charity. In saying this, however, we are ever-mindful that some people cannot or prefer not to use digital services and, going forward, we will ensure we continue to be accessible to all by providing a mixture of digital and in-person services.

An inevitable consequence of Covid-19 has been the adverse impact that it has had on the NHS in terms of cancer referrals and the resultant later diagnoses of cancer. In view of this, our '#SpotLeukaemia' campaign remains a priority and, in 2020, we created the first ever World Leukemia Day, which reached over 20 million people. The generosity of people willing to share the story of their diagnosis and the impact this has had on their lives, is both very moving and vital to raising awareness of the signs and symptoms of leukaemia.

I am extremely proud to be part of Leukaemia Care – a diverse community of patients, their families, carers, friends, healthcare professionals supporting them, together with fellow trustees, employees, volunteers, donors, and fundraisers. This list is by no means exhaustive and I would ask anyone reading this Report to get in touch and see how they can get involved.

What the past year has shown us is that, by working together and sharing our experiences, hopes and aspirations, we can continue to improve the lives of people affected by leukaemia and other blood cancers.

I would like to end by thanking all of our staff, who have worked tirelessly, in very difficult circumstances, to ensure that Leukaemia Care continues to operate effectively and is always there for those who look to us for help and support.

With warm wishes

Chris Matthews-Maxwell

(Chair of Trustees)

# **LEUKAEMIA CARE**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2020**

---

The Trustees present their report and financial statements for the year ended 31 December 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's memorandum and articles of association, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

### **Objectives and activities**

Leukaemia Care is a national blood cancer support charity. We are dedicated to ensuring that anyone affected by blood cancer receives the right information, advice and support.

A diagnosis of a blood cancer can have a huge impact on someone emotionally, as well as physically. We understand that feelings of shock, anger and loneliness are all common at the time of diagnosis, during treatment and recovery and having someone to talk to, as well as the right information available can be a huge comfort.

We not only support patients, but carers and families too who can often carry a lot of the emotional strain when someone they love is diagnosed with a blood cancer.

We focus on the support that is needed now to help those affected by blood cancer cope during a diagnosis and beyond.

### **Purpose**

The charity's objects are set out in its articles of association:

1. The relief of sickness and the promotion and protection of good health among persons suffering from Leukaemia and allied blood disorders.
2. The relief of need among families, carers and friends of persons suffering from leukaemia and allied blood disorders, and in particular those contemplating or suffering bereavement or who must contemplate the prospect of treatment where those needs are attributable to the affliction of leukaemia and allied blood disorders.

### **Our vision**

Helping people live better with blood cancer.

### **Our mission**

Improving lives through earlier diagnosis, access to effective treatments, information and support.

## **LEUKAEMIA CARE**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 DECEMBER 2020**

---

#### **Our five strategic priorities**

We save lives through earlier diagnosis

- We raise awareness of the signs and symptoms of leukaemia and work with healthcare professionals such as GPs, dentists and pharmacists to help them spot leukaemia.
- We help people to understand what leukaemia is and that it can affect anyone at any age.

We campaign for access to effective treatments

- We work with the NHS and other organisations to ensure patients can access the best possible treatment for them, and when they can't – we advocate on their behalf.

We believe people should get the right information when they need it

- We know that diagnosis and treatment can turn your world upside down – we empower people with accredited information, support from clinical nurse specialists and the opportunity to meet patients diagnosed with leukaemia.

We support healthcare professionals to help their patients

- We empower GPs and other healthcare professionals to spot leukaemia through awareness events and online learning.
- We provide nurses with tailored conferences, online learning and bursaries to enhance their knowledge of leukaemia and patient care.

We conduct research to improve patient experience

- We listen to patients, and using the evidence we gather, improve our services and focus our campaigning.

#### **Public benefit**

Our work delivers public benefit by providing information, advice and support to anyone affected by a leukaemia diagnosis; patients, family members, friends as well as employers and schools looking for advice on how best to support employees and students. This information and support helps people to live better with their leukaemia by reducing the isolation that can come with a blood cancer diagnosis, clarity on their treatment options and improving quality of life with strategies to reduce the impact of the side effects of treatment.

Our '#SpotLeukaemia' campaign reaches a wider audience equipping people with the awareness of the common signs and symptoms of leukaemia. This empowers them to speak with their GP if they have any concerns and increases the likelihood of earlier diagnosis and effective treatment.

Our training raises awareness of the signs and symptoms of leukaemia among GPs and other key healthcare professionals increasing the likelihood of earlier diagnosis and effective treatment. Our nurse training provides much needed low cost or free training on aspects of caring for blood cancer patients thus enhancing their care.

## **LEUKAEMIA CARE**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 DECEMBER 2020**

---

#### **Grant making**

Leukaemia Care has three grant making streams: Hospital Travel Fund, the Ann Ashley Leukaemia Counselling Fund and the Nurse Bursary Scheme. These contribute towards addressing the recommendations made in our Living with leukaemia reports which inform our strategic aims.

#### **Hospital Travel Fund**

To support people with the additional cost of traveling to hospital for treatment and monitoring appointments.

A maximum £200 grant is available to leukaemia patients that are currently undergoing treatment, chronic lymphocytic leukaemia (CLL) patients on 'watch and wait', or chronic myeloid leukaemia (CML) patients in the first year of treatment-free remission (TFR). Applicants can also be the parent, sibling, child or spouse of a patient as defined above. Grants can be used towards bus tickets, train tickets, fuel, car maintenance, parking and taxi fares. The fund operates monthly. There is no closing date, awards are distributed on a first-come, first-served basis until the fund is depleted each month.

#### **The Ann Ashley Leukaemia Counselling Fund**

We are committed to providing patients and their families with emotional and psychological support through their blood cancer diagnosis. To provide patients with a diagnosis of leukaemia, MDS or MPNs or a parent, sibling, child or spouse of a patient with a maximum of up to six sessions of counselling with a maximum award of £400. Counsellors must be registered with the British Association of Counselling and Psychotherapy (BACP), or the UK Council of Psychotherapy (UKCP). The fund opens at the beginning of each year and awards are distributed on a first-come, first-served basis until the fund is depleted for the year.

#### **Nurse Bursary Scheme**

Leukaemia Care is committed to enhancing patient care through supporting nurses caring for blood cancer patients. We provide bursaries towards post-graduate university study or professional short courses as well as attending relevant conferences and seminars, including Leukaemia Care nurse conferences. Bursaries are available from January each year and are distributed on a first-come, first-served basis until the fund is depleted for the year.

#### **Volunteers**

A huge thank you to our volunteers in 2020 – patients, carers and healthcare professionals who rose to the challenge of delivering services online or by phone. They were key in ensuring anyone affected by a leukaemia diagnosis received timely information and support during the pandemic. By sharing their personal experience and knowledge while shielding themselves or working on the COVID-19 frontline in healthcare, they went above and beyond to support others.

Our Buddy Support Service relies entirely on patients and carers volunteering their time to support other patients and carers who may be struggling with their diagnosis or feeling isolated because of it. The volunteers are DBS checked, trained and provided with ongoing support by our Buddy Co-ordinator who is a paid employee.

Our webinars and online training events rely largely on the generosity of healthcare professionals who volunteer their time as speakers – providing attendees with relevant and up to date information on leukaemia.

We are grateful to the many nurses who help to run our nationwide support groups ensuring patients do not become isolated because of their diagnosis. They are supported by our network of Regional Co-ordinators who provide practical, emotional and administrative support to the group.

Our medical and patient advisory panels provide Leukaemia Care with feedback on our strategy and activities ensuring our services remain relevant and timely. They also support with health technology appraisals, advice on advocacy requests from individual patients, content for articles, webinars and podcasts as well as reviewing patient information.

Each year people share and record their leukaemia stories as part of '#SpotLeukaemia' to raise awareness of the signs and symptoms. We recognise that people connect with stories and the people at the heart of them and each year they help us spread the '#SpotLeukaemia' message a little wider.



## LEUKAEMIA CARE

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

---

Our community fundraising volunteers place collection tins, hold supermarket collections, run events and join the cheer squad for the London Marathon. As well as raising funds, they raise awareness of leukaemia and the support we provide within their local communities. We recognise that 2020 was very difficult for them as many activities were put on hold.

#### **Achievements and performance**

##### **Our response to the COVID-19 pandemic**

In the weeks leading up to the national lockdown on the 23 March 2020, we put together an emergency response plan that prioritised the following

- the safety of our employees and the people we support
- ensuring patients and their families continue to receive support albeit modified to online or by phone
- safeguarding income wherever possible recognising that 2020 was likely to be very challenging for fundraising

From the 23 March, all employees were supported to work from home with only two colleagues coming into the office as necessary to co-ordinate tasks that could not be done from home.

We furloughed six employees on a full-time basis in March - all whose roles were directly impacted due to the cancellation of fundraising events, patient conferences or hospitals being limited to essential workers only. From November, we placed 18 employees on part-time furlough bringing back some who had been on full-time furlough to assist with patient support. With great regret, we made the role of Engagement Officer redundant as we could not foresee in person patient conferences restarting until at the earliest September 2022.

Teams worked hard to adapt services online with new Zoom support groups substituting for in person meetings and a series of webinars launched to keep patients and families up to date on developments with shielding, accessing treatment and dealing with the emotional effects of the pandemic. Our newly launched Welfare and Advocacy Service provided timely information and support to people worried about finances, employment rights and other issues.

Our helpline saw a significant drop in calls from newly diagnosed people and this made us determined to continue with our annual '#SpotLeukaemia' campaign during Blood Cancer Awareness Month in September. Unlike previous years that had roadshows and events in parliament, we ran an online only campaign that saw us launch World Leukemia Day on the 4th September 2020 in collaboration with other patient organisations worldwide. We recognized that raising awareness of the signs and symptoms of leukaemia was more important than ever during a pandemic and encouraging people to see their GP as early as possible was vital in improving outcomes.

We increased the frequency of communications with our beneficiaries and supporters launching our "Weekly Wrap" e-newsletter with a summary of key information for patients as well as light-hearted book and TV reviews and recipes.

Our planned deficit of £322,322 for 2020 involving a significant investment in patient services and London Marathon places from our reserves was rapidly looking to become even greater. The postponement of the London Marathon to 4 October 2020 and then as an elite race only was a significant blow.

However, we were able to mitigate the financial impact of the pandemic through a combination of reducing our expenditure and better than expected income from grants and trusts, pharmaceutical donations, legacies, and corporate fundraising. Planned expenditure was reduced by pausing all recruitment and using the furlough scheme alongside refunds on venue hire fees for patient conferences and support groups. International scientific meetings were postponed to 2021 or held online and travel expenses evaporated as support was delivered online instead. London Marathon expenditure of £170,000 was shifted to 2021 as runners' places were transferred to 2021 and beyond.

These changes enabled us to safeguard services and to prepare for a challenging year of fundraising in 2021 in anticipation of further lockdowns.

# LEUKAEMIA CARE

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

---

### Our achievements

Our third "Living with Leukaemia" survey was postponed once again to 2021 due to the pandemic and we continue to use the findings from our two "Living with leukaemia" surveys run in 2017 and 2018 to inform our strategy alongside ongoing feedback from patients, their families and healthcare professionals.

Recruitment picked up in early 2020 prior to the pandemic, with the appointment of a Welfare and Advocacy Officer, a Campaigns Officer, an Advocacy Officer and a Hospital Support Worker at Worcestershire Royal Hospital in March. Our new colleagues had barely got to know us before the UK locked down on the 23 March and all employees became home workers. These were key appointments to providing a robust and holistic support service to patients and their families.

### Patient Support: providing high quality information and emotional support

Our Advice Service comprising the helpline, email and WhatsApp handled 5,692 queries (3,003 queries in 2019). Our two nurses, both haematology clinical nurse specialists, provided much needed advice and emotional support throughout the pandemic and this complemented the information provided in our webinars and support groups. We saw a significant drop in calls from newly diagnosed patients and their families in the first three quarters of 2020, with these being replaced by COVID related queries. This made us even more determined to extend the reach of our annual '#SpotLeukaemia' campaign.

*"This is my lifeline."*

*"Thank you for answering all my questions, I feel much better now, I don't know what I would do if I didn't have you to call".*

Our Buddy Service provided one to one support to 77 patients (57 in 2019) on an ongoing basis by phone and email. All of our buddies are DBS checked and receive induction training.

*"It was so good to speak to someone with the same illness. She was so helpful and gave me a link to join a WhatsApps group for support for people like me. Hearing her story gave me a lot of hope for the future and it really made my day."*

*"Definitely 12 out of 10! [my buddy] is a star. She is very knowledgeable, very supportive and helpful. She is very talented and could easily be a counsellor should she want to be. The buddy scheme is an excellent idea and I find it invaluable to my wellbeing."*

Due to the pandemic, we postponed any in-person conferences until 2022. Instead, we launched a series of webinars addressing patient's immediate concerns around COVID-19 and their specific leukaemia. As the pandemic progressed, we looked at shielding and coming out of shielding, accessing your GP, vaccines, how to handle the psychological and emotional impact of the pandemic alongside specific updates for chronic and acute leukaemia patients as well as those with MPNs and hairy cell leukaemia. We held 23 webinars in 2020 some of which were in partnership with Lymphoma Action, and these would not have been possible without the generosity of healthcare professionals and patients donating their time to support others with their expertise. Average attendance at each webinar was 150 people.

*"Valid, up to date and timely information is what I need to help me stay fit and well. This is what was provided by your latest webinar. Well done and thank you."*

## LEUKAEMIA CARE

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

---

We cancelled all in-person support groups from April onwards and replaced them where possible with Zoom online meetings. We supported 1,565 people across our 49 online support groups (1,303 in 2019), and our face-to-face support groups until lockdown. The meetings were a vital source of information, support from fellow patients and helped to reduce the isolation of shielding.

*"You are the first people I have seen all week, other than my food delivery driver, thank you for the company."* CMML patient

*"I walked away from the hospital with limited information, which then led me to the doom and gloom of the internet, meeting other patients and hearing their experiences has made me feel more positive."* ET patient

The Ann Ashley Leukaemia Counselling Fund aimed to provide 70 individuals with up to six sessions with a counsellor of their choice (subject to registration with relevant professional bodies). Uptake continued to be less than anticipated due to people wishing to wait until they could see a counsellor face to face. We awarded 44 grants; nine people completed counselling and 14 were in progress at the time of this report. Twenty either deferred or cancelled their grant for a variety of reason such as preferring face to face counselling, health deteriorating and sadly three people died before they could start their sessions. However, those who gave feedback found it helpful.

*"I am very pleased with my counsellor. She has helped me identify my anxiety and I am able to build on this myself."*

In the second year of our Hospital Travel Fund we supported 250 people with a travel grant of £200. This was launched to ease the financial burden of traveling to hospital for treatment and monitoring appointments as well as supporting family members with the costs of visits. Through this fund, we were able to help a significant number of families with children undergoing treatment for leukaemia and wish to thank the many support workers and social workers in hospitals across the UK who raised awareness and supported people with their applications.

*"Thank you so much. I am ever so grateful for this contribution towards our travel costs. It's a massive help!"*

*"Many, many thanks for this, as I know it will be a great help to the family"* Young Lives vs. Cancer social worker.

In 2020, we continued to expand our information with four new booklets and reviewed 32 bringing our total number of publications to 41. These were Down's Syndrome and leukaemia, Donor-derived acute leukaemia and/or donor derived MDS, Mixed Phenotype Acute Leukaemia and CLL starting active treatment. We continue to signpost to our fellow blood cancer charities especially for lymphomas and myelomas. We distributed 15,360 (15,172 in 2019) hardcopy booklets mainly to hospitals. A further 8,000 booklets (4,403 in 2019) were downloaded from our website.

*"I have read through the booklet and I think it's great. The amount of information is great and really wished we could have had something with this much information on JMML as we were told "do not google it" and there was nothing like this available at the time. It's really informative and will really help families out there that may need it."*

To complement our patient information booklets, we produced 175 videos (60 in 2019) covering patient stories and ways to get involved but also edited our webinars which can be viewed on demand on our YouTube channel <https://www.youtube.com/leukaemiacare>. Our videos have been viewed 576,668 times across our social media outlets. A huge thank you to everyone who shared their story and expertise.

## LEUKAEMIA CARE

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

---

We produced nine episodes of our podcast "Leukaemia Chatters" – which had 2,672 downloads (3,874 downloads in 2019). We decided to focus on our webinars instead during the pandemic which we felt would reach more people. The circulation of our quarterly magazine, Leukaemia Matters remained static at 6,456 with equal numbers subscribing to electronic and hardcopy editions.

Eight hospitals across the UK normally host Hospital Support Workers who work alongside healthcare professionals one day a week in haematology clinics and on wards providing information, practical and emotional support to patients and their families. These are at Heartlands Hospital (Birmingham), Good Hope Hospital (Sutton Coldfield), Solihull Hospital (Birmingham), St James (Leeds), Southampton, Worcestershire Royal Hospital and the Christie Hospital in Manchester. On lockdown, hospitals asked the support workers to stay away as clinics were reorganized to support as many people as possible remotely. Three of our Hospital Support Workers were furloughed with the remaining two redeployed across our support services. Our Leeds support worker briefly returned in September at the hospital's request but stopped with the second lockdown.

#### **Patient Advocacy: campaigning for access to treatment and services**

Our newly appointed Advocacy Officer helped 194 (40 in 2019) people with a variety of issues the most popular being COVID related (vaccines and understanding shielding guidance). Other cases involved resolving communication issues with hospital teams, specialist referrals and seeking second opinions, access to IVF and dentistry for cancer patients alongside accessing clinical trials.

*"Thank you so much for your prompt reply and for this information which is extremely helpful to us. This is much more than we could have expected, and I thank you for that."*

In March 2020, we launched our Welfare Advice Service in recognition of the significant financial challenges faced by patients and their families upon a blood cancer diagnosis. We supported 140 people mostly with accessing benefits but also helped with housing and homelessness, people facing discrimination at work on diagnosis, making grant applications for financial support, pension advice and challenging Personal Independence Allowance decisions.

*"Having never claimed anything before and being overwhelmed by the whole benefits process this year, we have found ourselves in a horrible situation. She [LC advisor] has spent hours on the phone talking me through the PIP form application and typing up for me and then later again with the mandatory reconsideration. She has been so patient, understanding and so lovely with it. Whilst waiting for the results of everything [LC staff] check on me regularly on the progress of the application throughout."*

*"My access to work has been awarded. Thank you for all your help, you have been brilliant. I would not have known where to start without your help."*

Leukaemia Care have committed to be actively involved in all relevant Health Technology Appraisals for leukaemia, to ensure that we work to obtain access for patients and represent their views when decisions that affect them are being made. We also get involved in other blood cancer related appraisals where there is an unmet clinical need and a need for patient input in the appraisal. The Patient Advocacy team was involved in six scoping meetings for NICE, two for the Scottish Medicines Consortium and the All Wales Medicines and Strategy Group but also contributed at different stages of the appraisal process including technical engagements and submissions.

## **LEUKAEMIA CARE**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020**

---

#### **Early diagnosis within primary care: supporting GPs**

With COVID-19 affecting the public's confidence in seeking medical help, encouraging early diagnosis through our SpotLeukaemia campaign was more important than ever. Together with international patient groups, we launched World Leukemia Day on the 4 September reaching 19.3 million with the '#WorldLeukemiaDay' over the course of the campaign. Our '#SpotLeukaemia' reached over 10 million people alone.

We updated our e-learning course for GPs hosted by the Royal College of General Practitioners alongside running four training events reaching 471 GPs (400 in 2019).

Each year we reach out to people to share their experiences of being diagnosed with leukaemia to encourage others to become more aware of the signs and symptoms, and each year we are moved by the generosity of people willing to share often challenging experiences to help others. You can read all the stories on our website.

#### **Haematology nurse education: specific and affordable training for nurses caring for blood cancer patients**

Due to the reduction in our income and unlikely uptake during the COVID-19 pandemic, our nurse bursary programme was reduced from £10,000 to £5,000 with 10 awards being made.

Prior to lockdown, 22 nurses attended our nurse conference in Glasgow in March.

Alongside this, 292 nurses completed courses in our online Nurse Academy including our CNS course, CAR-T therapy, Treatment Free Remission and PCR testing, Minimal Residual disease and our newly launched end of life and acute leukaemia course.

*"Excellent online learning package which will improve patient experience."*

*"Very informative. Enjoyed this course, my knowledge had increased which will help me to look after my patients having CAR-T therapy."*

We will not be continuing with nurse bursaries in 2021, instead investing in content for our online Nurse Academy.

#### **Raising funds to deliver patient services**

Events and community fundraising was seriously impacted by the pandemic with the postponement of the London Marathon to non-elite runners until 2021, and the cancellation of Ride London, Great North Run and London Landmarks. However, despite fewer opportunities to run in mass participation events in 2020, lots of runners chose to take on virtual running events instead such as the virtual London Marathon.

Virtual fundraising involved online quizzes, a Christmas craft market, Christmas cards and face masks through crowd funding alongside a "Make it shine" event where people could donate and leave a message in memory or in support of a loved one.

In 2019, Leukaemia Care was chosen as one of three charities for the Telegraph Charity Christmas Appeal. Alongside the Silverline and Wooden Spoon, Leukaemia Care benefited not only from fundraising but also the opportunity to raise awareness of the impact of leukaemia and our work with a diverse readership. The Christmas campaign ran from November 2019 to January 2020. Up to December 2019, we received £56,929 from the Christmas Appeal which has been previously reported. In 2020, we received the remainder amounting to £124,738.

Legacies enable the charity to plan for the future, pilot new services and expand existing ones. Without the generosity of people who chose to remember Leukaemia Care in their will, this would not be possible. In 2020, we benefited from £268,497 from gifts in wills. We wish to honour the following people for their support for blood cancer patients and their families; Hilda Bollen, Jean Godebout, Caroline Baxter, Mavis Bird, Mollie Lake, Carol Pardoe, Diana May, Margaret Clark, Eleanor Brateman, Mrs T Butters, Graham Pannell, Olwyn Hammond, June Cooper, Violet Friend and Edna Grant.

## LEUKAEMIA CARE

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

The charity works with the pharmaceutical industry to ensure that the interests of patients are considered when developing new drugs and treatments for patients. We received a total of £183,062.92 in funding from the following pharmaceutical companies in accordance with our Code of Practice (see website).

To ensure that we remain financially independent, limits are placed on all types of funding. We do not allow the total level of funding received from the pharmaceutical industry to exceed 25% of our total annual income. Nor do we allow the funding received from an individual company to exceed 10% of our total annual income.

Abbvie	£11,040 (£10,000 core funding and £1,040 honorarium)
Agios	£12,165 core funding
Amgen	£15,000 support services
Autolus	£5,000 core funding
Astellas	£15,000 patient support and awareness
Astra Zeneca	£400 honorarium
Astraze	£250 honorarium
Gilead	£10,000 emergency funding
Incyte	£30,000 core funding
Janssen	£20,270 (£20,000 core funding and £270 honorarium)
Jazz	£25,000 awareness and patient support
Novartis	£1,887.95 (£292.95 ASH video and £1,595 honorarium)
Pfizer	£10,000 support services
Servier Labs	£2,000 core funding
Takeda	£25,000 core funding

#### Financial review

The results for the year are set out in the financial statements commencing on page 25. The financial statements show incoming resources for the year of activities of £1,153,607 compared to incoming resources in 2019 of £1,235,966 (nine months). Trustees would like to thank all staff and volunteers for the continuing hard work and commitment that have made this possible.

Total reserves stand at £2,975,178 (2019: £2,887,745) of which £47,931 (2019: £45,785) was restricted in application and £1,334,103 (2019: £1,174,867) were designated by the trustees to match the tangible fixed assets of the charity and fund certain projects identified as being required in the immediate future. Those designated funds connected to tangible fixed assets relate predominantly to the freehold property and are likely, given current market conditions, to remain whilst the relevant charitable entity continues to own title to the same. Funds remaining for general use were £1,659,144 (2019: £1,667,093).

In light of the issues created by the Covid-19 pandemic, the Trustees consider the results for the year to be satisfactory.

# **LEUKAEMIA CARE**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 DECEMBER 2020**

---

### **Risk assessment and management**

The Trustees carry out an annual detailed review of the Charity's activities and produce a comprehensive three-year strategic plan which sets out the major opportunities for the delivery of patient support. The Trustees monitor progress against the strategic objectives set out in the plan quarterly, in addition to the annual review. As part of this process the Trustees have implemented a risk management strategy, which comprises:

- a comprehensive annual review to identify, where possible, the risks which the Charity may face during the forthcoming year;
- the establishment, where possible, of contingency plans to meet anticipated risk(s);
- the establishment of systems and procedures to mitigate such risks and the implementation of procedures to minimise any real or potential impact on the Charity should any such risk(s) materialise;
- the prioritisation of the Charity's activities both actual and planned;
- the preparation and monitoring of meaningful and timely financial and management information.

The strategic plan referred to above focuses on the delivery of care and support to persons affected by blood cancer. Successful implementation of the plan is dependent upon the Charity having the necessary resources available (financial and otherwise) and for the prudent and effective management of such resources.

### **Reserves Policy**

The Trustees have forecast the level of free reserves (those funds not tied up in tangible fixed assets or categorised as designated or restricted funds) that the Charity will require to sustain its operations over the period when it is anticipated that there may be some reduction in income. Such reduction may lead to the curtailment or cancellation (temporarily or otherwise, depending on the specific nature of the income reduction) of projects detailed in the strategic plan (whether in progress or not yet commenced). The overriding concern of the Trustees at such a time will be the maintenance of the services that provide most benefit to patients.

Having regard to the foregoing, and with the assistance of professional advice and guidance, the Trustees consider that the most appropriate level of free reserves to be held by the Charity should be sufficient to cover between nine and twelve months of budgeted forecast expenditure.

Whilst the current level of income generated may prove sufficient to meet identified requirements, it is the Trustees' view that there should be sufficient free reserves available to provide financial flexibility, having regard to known and anticipated future expenditure and to provide contingency funding to meet any shortfall in income generation and/or any unplanned emergency expenditure which may be required.

The policy of the Trustees, therefore, is to closely monitor the financial and operational activities of the Charity and to continue to maintain free reserves within the parameters identified above.

### **Pensions**

The charity will match employee contributions up to 7% of qualifying earnings to the government workplace scheme – NEST.

### **Investment Policy**

The Trustee Board regularly monitors cash and investments against objectives and risk profile. The investment policy is reviewed annually, and recommendations made to Trustees. Day to day investment management is delegated to an authorized, professional investment advisor, regulated by the FCA.

Our investment policy aims to produce the best financial return within an acceptable level of risk. The investment objective for the long-term reserves is to generate a return in excess of inflation over the long term but also to be available at short notice to support the on going activities of Leukaemia Care.

The investment objective for the short-term reserves is to preserve the capital value with a minimum level of risk. Assets should be readily available to meet unanticipated cash flow requirements.

## LEUKAEMIA CARE

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

---

#### Our future plans for 2021 to 2023

We continue to work towards addressing the recommendations in our "Living with Leukaemia" reports published in September 2017 and 2018 by Leukaemia Care and regularly updating those, to ensure we and our external advocacy work remain evidence based. Alongside these we collect feedback from people using our services and frequently consult our medical and patient advisory panels.

We intend to continue to focus on leukaemia and associated blood cancers (including MDS and MPNs) and to signpost individuals to our fellow blood cancer charities as appropriate. We will continue to identify areas of collaboration through charity coalitions and individual partnerships.

We will also look to ensure that our services are diverse and accessible to all, considering factors such as: (1) different barriers to accessing information and support; (2) how appropriate they are based on age, gender, ethnicity, sexual orientation, religion and disability; and (3) how representative they are of the world around us, e.g., producing a diverse range of patient stories. This is an ongoing task, which will require us to improve our data collection and impact reporting to address this going forward.

With changes to the fundraising methods available to us, we have been required to adapt our services accordingly. The most notable is the ongoing impact of changes to the London Marathon, which equate to a total reduction in gross income of £836,182 compared to previous projections over the 3-year plan period.

While we rebuild our fundraising over time, we propose to part fund expenditure with investment from reserves of £392,112 over the period of the strategic plan. We expect fundraising to continue to be more challenging for the foreseeable future and especially in 2021, so we have identified ways to ensure that our services could be scalable if our income were to significantly change. We will also continue to review government support schemes and make use of them as appropriate.

With the ongoing COVID-19 pandemic and the 'clinically extremely vulnerable' status of many of our beneficiaries, we have assumed most of our services will continue in a digital format until at least September 2021. When appropriate, many will return in a hybrid format, making use of the increased demand for virtual support alongside our traditional in-person services. This also has a significant financial benefit, enabling us to continue delivering a greater range of services than might otherwise be possible.

Plans for 2021 to 2023 include:

- Expanding our network of buddies to 120
- Holding a CLL and CML national conference in 2022 alongside webinars on key topics.
- To award £50,000 in financial hardship grants in 2021 to provide patients and their families a reprieve from worrying about extra costs resulting from a diagnosis expanding the criteria beyond travel grants.
- Launching a campaign on the financial impact of leukaemia in 2021.
- Continuing to run the Spot Leukaemia campaign all year, but with a particular focus on Blood Cancer Awareness Month in September.
- Run awareness webinars on acute and chronic leukaemia, in partnership with regional Royal College of General Practitioner faculties.
- To offer our nurse learning content on a subscription basis at £5 per month which means we will continue to be able offer high-quality online resources to nurses at a low cost.
- Create nurse led forums with regular feedback from nurses to inform content.
- Launching a free wills service



# LEUKAEMIA CARE

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

---

### Structure, governance and management Constitution

This is the first annual report of Leukaemia Care. Leukaemia Care was registered as a private company limited by guarantee on 28 March 2019 (Registered No: 11911752). It was then registered with the Charity Commission on 13 June 2019 (Registered No: 1183890) and with the Scottish Charity Regulator on 9th December 2019 (Registered No: SCO49802).

On 31 December 2019, all the assets and liabilities of the Leukaemia Care Society (Registered Charity No: 259483) were transferred to Leukaemia Care. All the activities and services delivered by the Leukaemia Care Society continue to be delivered by Leukaemia Care and patients, their families and healthcare professionals should notice no difference.

An EGM was held on the 29 July 2020 at which a resolution was passed to wind up the Leukaemia Care Society following the transfer of all assets and liabilities on the 31 December 2019. The Society has now been wound up and removed from the charity register.

### Trustees and their role

The trustees are responsible for the governance and strategy of the charity. A minimum of five and a maximum of twelve trustees in office at any one time are required by the Articles of Association. At the first AGM held on the 16 December 2020, all trustees had to step down and be re-elected. At each subsequent AGM one-third of the trustees, must retire from office but may stand for re-election. Trustee's term of office is not restricted, and they receive no remuneration for their duties. They may claim reasonable expenses incurred such as travel to trustee meetings. The trustees meet four times a year (currently by Zoom) and delegate day-to-day running of the charity to the senior management team. In 2020, three of the four Trustee meetings were held by Zoom including the AGM.

There were nine Trustees as of 31 December 2020 who together bring a balanced mix of skills in governance, finance, business, healthcare (both primary and secondary) and administration to the Board. Almost half of our Board are patients and one third are medical professionals. Two new Trustees were appointed during the period of this report: Dharmesh Mehta and Robert Heppell.

The Trustees who served during the year and up to the date of signature of the financial statements were:

Mr C. R. G. Matthews Maxwell (Chair)	
Mr Albert Podesta (Vice-chair)	(Resigned 31 March 2020)
Mrs Wendy Davies (Treasurer)	
Mr Kristian Griffin	(Resigned 29 July 2020)
Dr Emmanouil Nikolousis	
Mr Matthew Fowler	(Resigned 17 May 2021)
Mrs Elizabeth Wilson (Vice Chair)	(Appointed 1 April 2020)
Dr B Compitus	(Resigned 15 June 2021)
Ms K Stallard	
Mr R Heppell	(Appointed 16 December 2020)
Mr D Mehta	(Appointed 16 December 2020)

## **LEUKAEMIA CARE**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 DECEMBER 2020**

---

#### **Recruitment, induction and training of Trustees**

The Chair with support from their fellow Trustees and the CEO, identify the skills and insight required on the board to deliver the charity's strategy. A volunteer job specification is drafted and approved before being advertised as widely as possible. This includes Leukaemia Care's social media outlets, online recruitment sites, specialist publications targeting for example healthcare professionals as well as a direct approach to individuals identified as having the appropriate skill sets. Potential applicants are invited to submit a CV and if shortlisted for interview, will be interviewed by the Chair and another trustee. Successful applicants will be co-opted as trustees until their formal election at the next annual general meeting.

On appointment, the new Trustees attend an induction at our offices in Worcester (Government restrictions permitting during the pandemic) with the executive team and identify areas in which they may wish to take a special interest. They are provided with an induction pack including a copy of the constitution, recent trustee board minutes, accounts, financial reports, the charity's strategy as well as helpful publications such as the Charity Commissions "The essential trustee".

All Trustees are encouraged to attend Leukaemia Care's webinars for further insight into the challenges facing patients, their loved ones and the healthcare professionals that look after them, and how Leukaemia Care is addressing them.

#### **Our approach to fundraising**

Leukaemia Care is registered with the Fundraising Regulator and as such agrees that when fundraising will do so in accordance with the Fundraising Promise and such of the Code of Fundraising Practice as applies to our fundraising methods. We agree to promote the Fundraising Promise (<https://www.fundraisingregulator.org.uk/>) and to include the Registration Badge on our fundraising materials where practical.

We are committed to protecting vulnerable people and others from unreasonable intrusion on a person's privacy, unreasonably persistent approaches or undue pressure to give in the course of or in connection with fundraising for Leukaemia Care. As a result, the charity is signed up to receive suppressions under the Fundraising Preference Service and will actively promote this service to anyone enquiring directly to the charity about concerns with our fundraising ask.

In 2020, the charity received no suppression requests through the Fundraising Preference Service.

Leukaemia Care received 17 complaints relating to the discontinued charity bags: five regarding unwanted bags, seven regarding fly-tipping of bags and five covering a variety of other queries. All were reported to East London Textiles Limited who until September 2019 were contracted to deliver and collect charity textile recycling bags on our behalf.

Our complaints procedure can be found on our website <https://www.leukaemiacare.org.uk/about-us/>

# LEUKAEMIA CARE

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### Senior management team

The Trustees delegate day-to-day operations of the charity to the executive team. In October, we welcomed Zack Pemberton-Whiteley as our new CEO and bid a fond farewell to Peter Mondon who retired after many years of serving the charity. Zack joined Leukaemia Care in 2014 as a Campaigns and Advocacy Officer and swiftly grew our advocacy, policy and campaigning functions allowing Leukaemia Care to play an active part in national and international patient coalitions. He launched our annual SpotLeukaemia campaign and prior to his appointment as CEO was Patient Advocacy Director at Leukaemia Care.

Chief Executive Officer	Peter Mondon (retired 31 December 2020)
Chief Executive Officer	Zack Pemberton-Whiteley (appointed 1 October 2020)
Chief Operating Officer and Deputy CEO	Monica Izmajlowic
Communications and Fundraising Director	Nicole Scully

### Our Patrons

We are very grateful for the warm support of our patrons, Lady Penny Mountbatten and Beverley Worboys.

### Our President and Vice-Presidents

Our Vice Presidents ably led by Dr Taylor represent our history as well as taking part in activities such as chairing our conferences, contributing via our medical advisory panels, raising awareness of leukaemia and fundraising.

President	Dr Richard Taylor
Vice Presidents	Ms. Sue Merchant
	Professor Claire Harrison
	Dr Robert Marcus
	Professor Andrew Pettitt
	Dr Noel E M Harker
	Professor Antonio Pagliuca
	Ms Sheila Hegarty
	Mr Jason Eliadis
	Mr Roland Maturi
	Mr Christopher Matthews-Maxwell
	Mr Peter Mondon
	Mr Anthony Gavin
	Mr Albert Podesta

## LEUKAEMIA CARE

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 DECEMBER 2020*

---

#### Medical advisory panels

Our medical advisory panel together with our patient panel provide insight into our strategy development, as well as assisting the charity with identifying further opportunities to support patients and their loved ones. We are grateful for their feedback and wish to thank them for their time.

#### Acute lymphocytic leukaemia panel

Prof. David Marks  
Prof. Adele Fielding  
Dr. Anthony Moorman  
Prof. Oliver Ottmann  
Dr. Nick Morley  
Dr. Sara Ghorashian  
Dr. Deborah Yallop  
Prof. Ajay Vora

#### Acute myeloid leukaemia panel

Dr. Manos Nikolousis  
Prof. Mary Frances McMullin  
Dr. Sahra Ali  
Dr. Steve Knapper  
Dr. Panagotis Kottaridis  
Prof. Rachael Hough (SCT adolescent leukaemia)  
Dr. David Taussig  
Dr. Priyanka Mehta (AML & CML)  
Dr. Panagiotis Kottaridis  
Prof. Antonio Pagluica

#### Chronic lymphocytic leukaemia panel

Assoc. Prof. Anna Schuh  
Dr. Ben Kennedy  
Prof. Chris Fegan  
Prof. Guy Pratt  
Assoc. Prof. Francesco Forconi  
Prof. Adrian Bloor,  
Dr. Shankara Paneesha,  
Dr. Alison McCaig,  
Prof. George Follows,  
Dr. Nilima Parry-Jones,  
Dr. Piers Patten,  
Dr. Chris Fox,  
Dr. Renata Walewska,  
Prof. Peter Hillmen,  
Prof. John Gribben  
Dr Sunil Lyengar

#### Chronic myeloid leukaemia panel

Dr. Dragana Milojkovic  
Prof. Nick Cross  
Prof. Jane Apperley  
Prof. Stephen O'Brien  
Prof. Mhairi Copeland  
Prof. Adam Mead  
Dr Jonathan Kell

## **LEUKAEMIA CARE**

### **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020**

---

#### Other blood cancers panel

Prof. Claire Harrison (MPN)  
Dr. Claire Dearden (HCL)  
Dr. Sally Killick (MDS)  
Dr. Robert Marcus (Lymphoma)  
Simon Cheeseman (Pharmacist)  
Prof. Judith Marsh (Aplastic anaemia, MDS)  
Dr. Richard Kelly (Aplastic anaemia, MDS)  
Prof David Bowen (MDS)  
Dr Dima El-Shakari (LGLL, ALL, CLL)

#### GP advisory Panel

Dr. Rebecca Chellaswamy  
Dr. Ruth Corbally  
Dr. Elaine Hampton  
Dr. Tom Kneale  
Dr. Anish Kotecha  
Dr. Lily Lamb  
Dr. Rachael Marchant  
Dr. Richard Roope  
Dr. Lance Saker  
Dr Sarah Smith (Searle)  
Dr. Neil Smith  
Dr. Sarah Taylor  
Prof. David Weller

#### Nurse advisory panel

Sarah Blakey  
Sarah Watmough  
Jacqueline Stones  
Joanna Stokes  
Roxanne Spencer  
Alison Pugh  
Phyllis Paterson  
Lianne Palmer  
Aileen Nield  
Klara Matulay  
Laura Ledger  
Joanna Large  
Catherine Langton  
Catherine Kunatsa  
Helen Knight  
Caroline Kerr  
Michelle Kenyon  
Tracy Gunter  
Catherine Griffiths  
Kirsty Crozier  
Marife Colis  
Matthew Fowler

## LEUKAEMIA CARE

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

---

#### Remuneration policy

Leukaemia Care is committed to paying our staff fairly and in a way to attract and retain the skills needed to deliver our vision and mission effectively.

When setting salaries for new roles or reviewing salaries for existing roles, we consider a range of factors. Leukaemia Care is committed to avoiding discrimination, including but not limited to the grounds of protected characteristics as set out in the Equality Act 2010.

When drafting this policy, Leukaemia Care was influenced by the National Council of Voluntary Organisation's 2014 inquiry into executive pay (NCVO, Report of the Inquiry into Charity Senior Executive Pay and Guidance for Trustees on Setting Remuneration).

The Board of Trustees are responsible for setting remuneration levels for the senior management team. This is currently identified as the CEO, COO and Communications and Fundraising Director. The CEO has the authority to agree salaries for all employees outside of the senior management team within the guidelines of this policy.

Leukaemia Care upholds a policy that the full-time equivalent ratio for remuneration between its highest paid member of staff and the median salary level will not exceed 3:1, and that remuneration will always meet all national pay standards, ensuring all staff are provided with a living wage.

Salaries are reviewed annually in March/April following annual appraisals and take effect from the January before. Staff are advised of any changes in writing stating the amount and the date from which it takes effect. A salary review does not imply an increase and in making any pay award the review will be based on the organisation's financial health.

When setting remuneration levels for job roles within Leukaemia Care, we consider the following factors:

- Mission and strategic aims of the charity and its general day to day needs.
- Consistency of equivalent roles across the charity and how any decision might impact on the overall remuneration policy.
- Skills, experience, expertise, and competencies, and any significant changes in job descriptions or duties.
- Current strategic business plan and how this might affect current and/or future needs.
- Leukaemia Care's financial ability to pay.
- Available information on charitable sector pay levels, alongside that of other sectors.
- Available information on regional pay levels
- The nature of the wider employment offer the charity can make where pay is only part of the package and can include opportunities for personal development.
- The charity's track record in recruiting and retaining high-performing staff.
- The potential impact of any decision on the charity's reputation with beneficiaries, donors and the wider public.

Leukaemia Care is committed to transparency in pay and publishes its salary banding on all job descriptions. Progression within a band is dependent on performance assessed at the annual appraisal. Change to a different band requires a significant change in job description reflective of the responsibilities of that band. All salary changes must be approved in advance by the CEO.

As part of our commitment to transparency, information regarding the salary bandings will be made available to all Leukaemia Care staff. The salary bands apply to all roles, unless identified as requiring specific professional qualifications that fall outside this banding. Identified roles may follow other scales, such as the NHS salary scale.

## LEUKAEMIA CARE

### TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

---

This includes a proposal to increase staff salaries each year in line with the cost of living (capped within the above bandings). Staff are also eligible for performance related reviews. All salary increases are capped within the bandings.

The remuneration policy is reviewed annually by Trustees, normally at their meeting in October.

Influenced by the 2014 NCVO inquiry referred to above, the Board of Trustees is committed to including the following information within its annual statutory report and financial statements:

- A summary statement of the charity's remuneration policy and approach to senior management pay.
- Disclosures on the number of staff in receipt of more than £60,000 per annum (in bands of £10,000), and the collective total benefits (including pension payments and employer's national insurance) paid to the Senior Management Team, in line with the accounting Statement of Recommended Practice 2019 for charities. Given the charity's size, the Board of Trustees does not believe it is appropriate to disclose the actual salary of any individual member of staff, including that of the senior management team, to the public.
- Disclosures on pensions and other staff benefits (see subsequent notes to the financial statements). Staff/pension costs: total organisational staff costs in 2020 were £720,136 (previous year: £493,900). Overall, our staff costs as a proportion of overall expenditure were 65% for 2020 an increase from 43% in 2019.

#### Related parties

The only related parties are the Trustees and those individuals connected with them including family members, business associates and other charities in which they are involved. Please refer to note 12 in the financial statements for detail.

#### Auditor

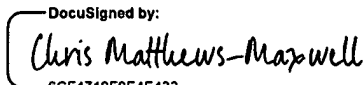
Kendall Wadley LLP were appointed first auditors to the charitable company. In accordance with the company's articles, a resolution proposing that Kendall Wadley LLP be reappointed as auditor of the company will be put at a General Meeting.

#### Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The Trustees' report was approved by the Board of Trustees.

DocuSigned by:



Mr C. R. G. Matthews Maxwell (Chair)

Trustee

Dated: 28 July 2021

## **LEUKAEMIA CARE**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 DECEMBER 2020**

---

The Trustees, who are also the directors of Leukaemia Care for the purpose 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 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 Charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 UK 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 adequate 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 Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). 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.



# LEUKAEMIA CARE

## INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF LEUKAEMIA CARE

---

### Opinion

We have audited the financial statements of Leukaemia Care (the 'Charity') for the year ended 31 December 2020 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

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

### Basis for opinion

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

### Conclusions relating to going concern

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

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# LEUKAEMIA CARE

## INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF LEUKAEMIA CARE

---

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

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 and the Charities Accounts (Scotland) Regulations 2006 (as amended) require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' report; or
- sufficient and proper accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of Trustees**

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the Charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

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

We have been appointed as auditor under section 144 of the Charities Act 2011 and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with the Acts and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

### **Extent to which the audit was considered capable of detecting irregularities and fraud**

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities including fraud and non-compliance with laws and regulations was as follows:

- an understanding of the risk assessment process (including the assessment of the risk of fraud) adopted by the Board is obtained and their attitude to risk ascertained
- an assessment of the susceptibility to material mis-statement of the financial statements as a result of management over-ride or fraud is made
- an review of the fundraising complaints register is undertaken and the matters arising assessed as to the existence of fraud and irregularities
- it is ensured that the engagement team have, collectively, the appropriate competence, capabilities and skills to be involved in the assignment, are fully briefed and understand the risks specific to the company

## LEUKAEMIA CARE

### INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF LEUKAEMIA CARE

---

#### Audit response to risks identified

- processes to test the outcomes of our assessment include, a review of Board minutes, analytical review, the relevance and accuracy of significant accounting estimates, substantive testing of significant transactions, work to identify unusual or unexpected accounting entries including the testing of journal entries, information disclosed in the financial statements is traced to supporting documentation. In all instances it is acknowledged that material mis-statements that arise from fraud may involve deliberate concealment or collusion and are, therefore, by their very nature harder to detect than those arising from error.

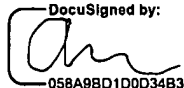
- it is established if there have been any instances of non-compliance with applicable laws and regulations, where there are such breaches, a full understanding, including gathering of relevant documentation appertaining to the event is obtained and assessed

It should be noted that Auditing standards limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

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

#### Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

DocuSigned by:  
  
058A9BD1D0D34B3...

**Elizabeth Needham ACA CTA (VAT) (Senior Statutory Auditor)**  
for and on behalf of Kendall Wadley LLP

28 July 2021

**Chartered Accountants**  
**Statutory Auditor**

Granta Lodge  
71 Graham Road  
Malvern  
Worcestershire  
WR14 2JS

Kendall Wadley LLP is eligible for appointment as auditor of the Charity by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006.

# LEUKAEMIA CARE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2020

### Current financial year

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Total 2019 £
<b><u>Income and endowments from:</u></b>					
Donations and legacies	3	615,967	148,723	764,690	698,510
Fundraising income	4	330,142	-	330,142	507,979
Investments	5	37,808	-	37,808	28,662
Other income	6	52,436	-	52,436	815
<b>Total income</b>		<b>1,036,353</b>	<b>148,723</b>	<b>1,185,076</b>	<b>1,235,966</b>
<b><u>Expenditure on:</u></b>					
Raising funds	7	277,077	-	277,077	292,494
Charitable activities	8	700,320	146,577	846,897	856,041
<b>Total resources expended</b>		<b>977,397</b>	<b>146,577</b>	<b>1,123,974</b>	<b>1,148,535</b>
Net gains/(losses) on investments	14	13,691	-	13,691	18,098
<b>Net incoming resources</b>		<b>72,647</b>	<b>2,146</b>	<b>74,793</b>	<b>105,529</b>
<b><u>Other recognised gains and losses</u></b>					
Revaluation of tangible fixed assets	16	12,640	-	12,640	9,480
<b>Net movement in funds</b>		<b>85,287</b>	<b>2,146</b>	<b>87,433</b>	<b>115,009</b>
Fund balances at 1 January 2020		2,841,960	45,785	2,887,745	2,772,736
<b>Fund balances at 31 December 2020</b>		<b>2,927,247</b>	<b>47,931</b>	<b>2,975,178</b>	<b>2,887,745</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# LEUKAEMIA CARE

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

Prior financial 9 month period

		Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
	Notes			
<b><u>Income and endowments from:</u></b>				
Donations and legacies	3	438,745	259,765	698,510
Fundraising income	4	507,979	-	507,979
Investments	5	28,662	-	28,662
Other income	6	815	-	815
<b>Total income</b>		<b>976,201</b>	<b>259,765</b>	<b>1,235,966</b>
<b><u>Expenditure on:</u></b>				
Raising funds	7	292,494	-	292,494
Charitable activities	8	568,286	287,755	856,041
<b>Total resources expended</b>		<b>860,780</b>	<b>287,755</b>	<b>1,148,535</b>
Net gains/(losses) on investments	14	18,098	-	18,098
<b>Net incoming resources</b>		<b>133,519</b>	<b>(27,990)</b>	<b>105,529</b>
<b><u>Other recognised gains and losses</u></b>				
Revaluation of tangible fixed assets		9,480	-	9,480
<b>Net movement in funds</b>		<b>142,999</b>	<b>(27,990)</b>	<b>115,009</b>
Fund balances at 31 March 2019		2,698,961	73,775	2,772,736
<b>Fund balances at 31 December 2019</b>		<b>2,841,960</b>	<b>45,785</b>	<b>2,887,745</b>

The statement of financial activities includes all gains and losses recognised in the period.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.


# LEUKAEMIA CARE

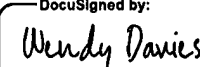
## BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
<b>Fixed assets</b>					
Tangible assets	16	875,003		863,139	
Investments	17	252,228		238,655	
		<u>1,127,231</u>		<u>1,101,794</u>	
<b>Current assets</b>					
Debtors	19	317,819		395,788	
Investments	20	400,000		600,000	
Cash at bank and in hand		1,205,514		909,841	
		<u>1,923,333</u>		<u>1,905,629</u>	
<b>Creditors: amounts falling due within one year</b>	21	<u>(75,386)</u>		<u>(119,678)</u>	
Net current assets		1,847,947		1,785,951	
<b>Total assets less current liabilities</b>		<u>2,975,178</u>		<u>2,887,745</u>	
<b>Income funds</b>					
Restricted funds	23	47,931		45,785	
<u>Unrestricted funds</u>					
Designated funds	24	1,334,103		1,174,867	
General unrestricted funds		<u>1,593,144</u>		<u>1,667,093</u>	
		2,927,247		2,841,960	
		<u>2,975,178</u>		<u>2,887,745</u>	

The financial statements were approved by the Trustees on 28 July 2021

DocuSigned by:  
  
 6CF4719F0E4E433  
 Mr C. R. G. Matthews Maxwell (Chair)  
 Trustee

DocuSigned by:  
  
 88A3E98832D0489  
 Mrs Wendy Davies (Treasurer)  
 Trustee

Company Registration No. 11911752

# LEUKAEMIA CARE

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
<b>Cash flows from operating activities</b>					
Cash generated from/(absorbed by) operations	27		84,650		(111,574)
<b>Investing activities</b>					
Purchase of tangible fixed assets		(26,904)		(7,855)	
Purchase of investments		(121,618)		(36,136)	
Proceeds on disposal of investments		125,988		32,699	
Other investment movements		(4,251)		3,499	
Investment income received		37,808		28,662	
<b>Net cash generated from investing activities</b>			11,023		20,869
<b>Net cash used in financing activities</b>			-		-
<b>Net increase/(decrease) in cash and cash equivalents</b>			95,673		(90,705)
Cash and cash equivalents at beginning of year			1,509,841		1,600,546
<b>Cash and cash equivalents at end of year</b>			1,605,514		1,509,841
<b>Relating to:</b>					
Cash at bank and in hand			1,205,514		909,841
Short term deposits included in current asset investments			400,000		600,000

# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

---

### 1 Accounting policies

#### Charity information

Leukaemia Care is a private company limited by guarantee incorporated in England and Wales. The registered office is One Birch Court, Blackpole East, Worcester, WR3 8SG.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Basis of preparation and comparatives

The activities of the charity commenced on 1 January 2020 following the transfer of all assets, liabilities and activities from the unincorporated charity, Leukaemia Care Society (charity number 259483). In accordance with the provisions of the SORP and FRS102, the financial information is presented using the merger basis of accounting. Comparatives where shown relate to the activities undertaken by the former charity in the period 1 April 2019 to 31 December 2019 and are, therefore, not fully comparable.

#### 1.3 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.4 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.5 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.



# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### 1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected.

Event income is recognised as an incoming resource on receipt, as this is when it becomes measurable.

Investment income is included in the SOFA in the year in which it is receivable.

Voluntary income is recognised as an incoming resource when receivable, except insofar as when it is incapable of financial measurement.

Time spent by volunteers is recorded and valued as income at an hourly rate payable in the market place for the services provided. An equivalent amount is included as expenditure.

Government grants in connection with Covid-19 support are taken to the Statement of Financial Activities when receivable. For funds received under the Job Retention Scheme, the income is allocated to the respective activity areas in direct proportion to the staff cost to which the claim relates.

#### 1.6 Expenditure

All expenditure is accounted for on an accruals basis, with the exception of expenditure directly attributable to forthcoming events. The income is recognised on receipt and so the expenditure is recognised at point of expense. Costs are allocated to a particular activity where the cost relates to that activity. Costs of generating funds comprise those costs directly attributable to raising funds through activities. Grants payable are recognised on an accruals basis. Salaries and central overhead costs are apportioned between costs of generating funds, charitable activities and governance costs based on estimate of staff time attributable to each.

#### 1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold buildings	over 50 years
Computers and other equipment	over 3 or 4 years
Fixtures and fittings	over 10 years

Freehold land is not depreciated.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

The charity has no specific value above which it capitalises assets. Assets are capitalised when they are held for long term use.

#### 1.8 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 1 Accounting policies (Continued)

#### 1.9 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.10 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

#### 1.11 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

#### 1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### 1 Accounting policies (Continued)

#### 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

As described above, the trustees annually exercise judgement through consideration of the carrying value of the freehold buildings held by the charity. Adjustments are made through the Statement of Financial Activities for changes in value determined by that review process.

#### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2020	2020	2020	2019	2019	2019
	£	£	£	£	£	£
Donations and gifts	227,358	28,723	256,081	138,176	32,265	170,441
Legacies receivable	286,497	-	286,497	192,024	-	192,024
Corporate grants and donations	70,043	120,000	190,043	59,241	227,500	286,741
Donated goods and services	32,069	-	32,069	49,304	-	49,304
	<u>615,967</u>	<u>148,723</u>	<u>764,690</u>	<u>438,745</u>	<u>259,765</u>	<u>698,510</u>

#### 4 Fundraising income

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Fundraising events - all unrestricted	<u>330,142</u>	<u>507,979</u>

# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 5 Investments

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Rental income	25,900	17,500
Investment income	1,667	1,219
Interest receivable	10,241	9,943
	<u>37,808</u>	<u>28,662</u>

### 6 Other income

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Government Grants	51,735	-
Solar panels	701	815
	<u>52,436</u>	<u>815</u>

The Government Grant is in relation to the Job Retention Scheme.

# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 7 Raising funds

	Unrestricted funds	Unrestricted funds
	2020 £	2019 £
<u>Fundraising and publicity</u>		
Staging fundraising events	13,518	72,419
Advertising	4,107	18,472
Other fundraising costs	29,606	25,936
Staff costs	196,605	145,395
Depreciation and impairment	1,921	1,058
Investment management fees	1,785	1,280
Support costs (see note 10)	24,076	22,255
Governance costs (see note 10)	5,459	5,679
	<u>277,077</u>	<u>292,494</u>

The above expenditure relates to unrestricted fundraising.

# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 8 Charitable activities

	2020 £	2019 £
Staff costs	506,336	331,310
Depreciation and impairment	25,763	16,709
Patient Services costs	38,768	24,009
Conferences	5,692	37,758
Help Line costs	4,341	14,348
Leukaemia Matters/ Nursing Matters	11,091	19,541
Campaign costs	10,798	107,549
Other charitable activities	689	38,265
Nurse e-learning tool	22,342	27,069
Donated Help Line services	32,069	49,304
GP's e-learning tool	31,443	33,879
Other grants	50,000	50,000
Database costs	4,335	4,048
Patient Advocacy	1,257	-
Website costs	14,940	-
	<u>759,864</u>	<u>753,789</u>
Grant funding of activities (see note 9)	921	19,880
Share of support costs (see note 10)	73,374	69,123
Share of governance costs (see note 10)	12,738	13,249
	<u>846,897</u>	<u>856,041</u>
<b>Analysis by fund</b>		
Unrestricted funds	700,320	568,286
Restricted funds	146,577	287,755
	<u>846,897</u>	<u>856,041</u>

# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### 9 Grants payable

Grants of £921 (Dec 2019 - £19,880) were paid to individuals, being bursaries to nurses as provided for in designated funds. Further grants of £50,000 (Dec 2019 - £50,000) were awarded to other individuals as part of the Hospital Travel programme.

#### 10 Support costs

	Support costs £	Governance costs £	2020 £	Support costs £	Governance costs £	2019 £
Staff costs	17,195	-	17,195	17,195	-	17,195
Other staff costs	10,278	-	10,278	3,172	-	3,172
Rent, rates and insurance	7,424	-	7,424	5,744	-	5,744
Heat and light	6,601	-	6,601	7,182	-	7,182
Repairs and renewals	7,878	-	7,878	3,973	-	3,973
Printing, postage and stationery	7,261	-	7,261	11,218	-	11,218
Telephone	10,105	-	10,105	3,344	-	3,344
Motor and other travel	6,538	-	6,538	8,157	-	8,157
Subscriptions	2,149	-	2,149	2,930	-	2,930
Other office costs	14,146	-	14,146	7,701	-	7,701
Website costs	-	-	-	15,166	-	15,166
Bank charges	2,085	-	2,085	421	-	421
Sundry Expenses	5,790	-	5,790	5,175	-	5,175
Audit fees	-	4,820	4,820	-	2,750	2,750
Legal and professional	-	10,674	10,674	-	15,055	15,055
Trustee and meeting expenses	-	2,703	2,703	-	1,123	1,123
	<u>97,450</u>	<u>18,197</u>	<u>115,647</u>	<u>91,378</u>	<u>18,928</u>	<u>110,306</u>
Analysed between						
Fundraising	24,076	5,459	29,535	22,255	5,679	27,934
Charitable activities	73,374	12,738	86,112	69,123	13,249	82,372
	<u>97,450</u>	<u>18,197</u>	<u>115,647</u>	<u>91,378</u>	<u>18,928</u>	<u>110,306</u>

# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 11 Auditor's remuneration

The analysis of auditor's remuneration is as follows:

<b>Fees payable</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Audit of the annual accounts	4,820	2,750
	<u>          </u>	<u>          </u>

### 12 Trustees

The Charity reimburses expenses to Trustees and management committee members for travel, subsistence and telephone relating to charity business. The costs reimbursed to 3 (Dec 2019 :2) trustees for the current year were £2,619 (Dec 2019: £1,785).

None of the Trustees (or any persons connected with them) received any remuneration during the year.

The charity utilises the services of CK Chartered Accountants to prepare the payroll, W Davies, trustee, is a partner in this firm. The services are provided on an arms length basis and the amount paid during the year amounted to £1,881 (Dec 2019: £1,222).

All trustees are covered by an indemnity insurance policy costing £611 (2019: £750)

### 13 Employees

The average monthly number of employees during the year was:

	<b>2020</b>	<b>2019</b>
	<b>Number</b>	<b>Number</b>
Training and provision of care	19	16
Fundraising and publicity	9	8
Accounts and administration	4	4
Total	<u>32</u>	<u>28</u>

<b>Employment costs</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Wages and salaries	648,243	431,566
Social security costs	48,755	42,334
Other pension costs	23,138	20,000
	<u>720,136</u>	<u>493,900</u>

The remuneration of key management personnel through payroll and other fees is £162,544 (2019: £168,395).

There were no employees whose annual remuneration was £60,000 or more.



# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 14 Net gains on investments

	2020 £	2019 £
Revaluation of investments	6,161	14,163
Gains on sale of investments	7,530	3,935
	<u>13,691</u>	<u>18,098</u>

### 15 Taxation

There is no taxation payable during the year as the activities undertaken by Leukaemia Care fall within the charitable objectives of the charity.

### 16 Tangible fixed assets

	Freehold buildings £	Computers and other equipment £	Fixtures and fittings £	Total £
<b>Cost</b>				
At 1 January 2020	842,599	205,371	14,656	1,062,626
Additions	-	26,904	-	26,904
At 31 December 2020	<u>842,599</u>	<u>232,275</u>	<u>14,656</u>	<u>1,089,530</u>
<b>Depreciation and impairment</b>				
At 1 January 2020	-	191,497	7,987	199,484
Depreciation charged in the year	12,640	13,577	1,466	27,683
Revaluation	(12,640)	-	-	(12,640)
At 31 December 2020	<u>-</u>	<u>205,074</u>	<u>9,453</u>	<u>214,527</u>
<b>Carrying amount</b>				
At 31 December 2020	<u>842,599</u>	<u>27,201</u>	<u>5,203</u>	<u>875,003</u>
At 31 December 2019	<u>842,599</u>	<u>13,872</u>	<u>6,668</u>	<u>863,139</u>

The trustees consider that the value of the freehold property is not materially different from original cost and the computed depreciation charge for the year is accordingly reversed.

# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 17 Fixed asset investments

	Listed investments £	Cash in portfolio	Total £
<b>Cost or valuation</b>			
At 1 January 2020	236,575	2,080	238,655
Additions	121,618	(121,618)	-
Valuation changes	6,161	-	6,161
Other cash movements	(29)	(89)	(118)
Profit on disposal	7,530	-	7,530
Disposals	(126,032)	126,032	-
	<u>245,823</u>	<u>6,405</u>	<u>252,228</u>
<b>At 31 December 2020</b>	<u>245,823</u>	<u>6,405</u>	<u>252,228</u>
<b>Carrying amount</b>			
At 31 December 2020	<u>245,823</u>	<u>6,405</u>	<u>252,228</u>
At 31 December 2019	<u>236,575</u>	<u>2,080</u>	<u>238,655</u>

### 18 Financial instruments

	2020 £	2019 £
<b>Carrying amount of financial assets</b>		
Instruments measured at fair value through profit or loss	<u>245,823</u>	<u>236,575</u>

### 19 Debtors

	2020 £	2019 £
<b>Amounts falling due within one year:</b>		
Trade debtors	9,839	91,954
Prepayments and accrued income	307,980	303,834
	<u>317,819</u>	<u>395,788</u>

### 20 Current asset investments

	2020 £	2019 £
Term deposits	<u>400,000</u>	<u>600,000</u>

# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 21 Creditors: amounts falling due within one year

	2020 £	2019 £
Other taxation and social security	13,057	13,487
Trade creditors	13,497	8,951
Other creditors	-	21,125
Accruals and deferred income	48,832	76,115
	<u>75,386</u>	<u>119,678</u>

### 22 Retirement benefit schemes

#### Defined contribution schemes

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £23,138 (2019 - £20,000).

### 23 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			
	Balance at 1 April 2019	Incoming resources	Resources expended	Balance at January 2020	Incoming resources	Resources expended	Balance at 31 December 2020
	£	£	£	£	£	£	£
The Lily Blaen Hope Fund	31,665	-	(1,400)	30,265	-	(5,837)	24,428
Information Booklets	-	27,628	(27,628)	-	32,400	(32,400)	-
GP e- learning Tool	-	33,924	(33,924)	-	5,935	(5,935)	-
Nurse Advisor	7,117	13,694	(20,811)	-	29,125	(29,125)	-
Student/ Education	5,000	-	-	5,000	-	-	5,000
Worcester Support Group	420	-	(169)	251	-	-	251
Glasgow Area	-	2,500	(1,175)	1,325	1,900	(3,225)	-
Kay Kendall Support Group West Midlands	6,198	-	(4,342)	1,856	-	(1,763)	93
Support Group - Durham	100	-	(75)	25	-	(25)	-
	324	-	(292)	32	-	(32)	-

# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

23 Restricted funds		(Continued)					
Support Group - Taunton	-	500	(217)	283	-	(16)	267
Support Group - Scotland	-	7,000	(252)	6,748	-	(276)	6,472
Counselling Fund	-	7,650	(7,650)	-	5,440	(5,440)	-
Travel Grant	-	15,000	(15,000)	-	47,600	(47,600)	-
Support Group - Glasgow & Aberdeen	-	-	-	-	2,000	-	2,000
Support Group - South Shields	-	-	-	-	1,000	-	1,000
Support Group - Leicestershire	-	-	-	-	1,393	-	1,393
Patient Support - Worcestershire	-	-	-	-	2,500	(600)	1,900
Birmingham Patient Conference	-	-	-	-	500	-	500
Welfare & Advocacy Support	-	-	-	-	5,000	(4,373)	627
Belfast Hospital Support	-	-	-	-	2,000	-	2,000
Bristol Hospital Support	-	-	-	-	2,000	-	2,000
Staffing Costs	-	-	-	-	9,930	(9,930)	-
Nurse Conferences	852	4,955	(5,807)	-	-	-	-
Conferences	-	20,826	(20,826)	-	-	-	-
Care Helpline Costs	-	7,780	(7,780)	-	-	-	-
Support Groups	-	23,644	(23,644)	-	-	-	-
Nursing Matters	177	8,231	(8,408)	-	-	-	-
Ward Support	-	-	-	-	-	-	-
Goodhope	-	1,500	(1,500)	-	-	-	-
Nurse e-learning	11,281	15,788	(27,069)	-	-	-	-
Buddy Scheme	5,868	3,350	(9,218)	-	-	-	-

## LEUKAEMIA CARE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

#### 23 Restricted funds (Continued)

P&C Conf - Cardiff	-	2,000	(2,000)	-	-	-	-
Support Families with children	4,400	-	(4,400)	-	-	-	-
Videos	-	57,500	(57,500)	-	-	-	-
Support Group - Cwbran	373	-	(373)	-	-	-	-
Radio 4 Appeal	-	6,295	(6,295)	-	-	-	-
	<u>73,775</u>	<u>259,765</u>	<u>(287,755)</u>	<u>45,785</u>	<u>148,723</u>	<u>(146,577)</u>	<u>47,931</u>

## LEUKAEMIA CARE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

#### 23 Restricted funds

(Continued)

The Lily Blaen Hope Fund: this represents a legacy that was received to be used for activities in Scotland.

Information booklets: funds received to assist in the production of information booklets.

GP e-learning tool: this represents income received specifically for the GP's e-learning tool.

Nurse Advisor - in support of the Nurse Advisor services:

Student/Education - to raise awareness.

Worcester Support Group - to facilitate activities for the group.

Glasgow Area - funds to support services in the Glasgow area.

Kay Kendall - grant towards non-staff costs of helpline services

Support Group West Midlands - to facilitate activities for support groups in the area

Support Group Durham - to facilitate activities for the group.

Support Group Taunton - to facilitate activities for the group.

Support Group Scotland - to facilitate activities for the groups in Scotland.

Counselling Fund - to support the activity of offering counselling to patients and family members affected by leukaemia

Travel Grant - to support people with the additional cost of travelling to hospital for treatment and monitoring appointments.

Support Group Glasgow & Aberdeen - to facilitate activities for support groups in these areas

Support Group South Shields - to facilitate activities for support groups in these areas

Support Group Leicestershire - to facilitate activities for support groups in these areas

Patient Support Worcestershire - to facilitate activities for support groups in this area

Birmingham Patient Conference - to assist with the cost of patient conference in Birmingham

Welfare & Advocacy Support - in support of advocacy and welfare advice

Belfast Hospital Support - in support of the costs in providing ward support

Bristol Hospital Support - in support of the costs in providing ward support

Staffing Costs - to support the employment costs of the Welfare and Advocacy Officers

Nurse Conferences - to support with the costs of the Leukaemia Care run nurse conferences

Conferences - grants in support of conferences held in the year.

Care Helpline costs: this represents income received specifically to meet the costs of the Care line.

Support Groups - to facilitate activities for local support groups

## LEUKAEMIA CARE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

---

#### 23 Restricted funds

(Continued)

Nursing matters and nurse e-learning - funds to support the advancement of knowledge in the nursing profession.

Ward Support Goodhope - in support of the costs in providing ward support

Buddy Scheme - one to one support for patients with chronic lymphocytic leukaemia.

Patient Conference Cardiff - to assist with the cost of patient conference in Cardiff

Support families with children – this represents income received to specifically help children with Leukaemia

Videos - this represents income received specifically for the production of patient information videos

Support Group Cwbran - to facilitate activities for the group

Radio 4 Appeal - this represents donations from listeners to support and advise leukaemia patients as well help educate healthcare professionals about signs and symptoms of leukaemia.

- 44 -



# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### 25 Analysis of net assets between funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total 2019 £
Fund balances at 31 December 2020 are represented by:						
Tangible assets	875,003	-	875,003	863,139	-	863,139
Investments	252,228	-	252,228	238,655	-	238,655
Current assets/ (liabilities)	1,800,016	47,931	1,847,947	1,740,166	45,785	1,785,951
	<u>2,927,247</u>	<u>47,931</u>	<u>2,975,178</u>	<u>2,841,960</u>	<u>45,785</u>	<u>2,887,745</u>

#### 26 Operating lease commitments

At the reporting end date the Charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2020 £	2019 £
Within one year	1,325	3,766
Between two and five years	1,325	-
	<u>2,650</u>	<u>3,766</u>

# LEUKAEMIA CARE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

### 26 Operating lease commitments

(Continued)

#### Lessor

At the reporting end date the Charity had contracted with tenants for the following minimum lease payments:

	2020 £	2019 £
Within one year	12,950	25,900
Between two and five years	-	12,950
	<u>12,950</u>	<u>38,850</u>

### 27 Cash generated from operations

2020  
£

2019  
£

Surplus for the year	74,793	105,529
Adjustments for:		
Investment income recognised in statement of financial activities	(37,808)	(28,662)
Gain on disposal of investments	(7,530)	(3,935)
Fair value gains and losses on investments	(6,161)	(14,163)
Depreciation and impairment of tangible fixed assets	27,683	17,767
Movements in working capital:		
Decrease/(increase) in debtors	77,969	(232,016)
(Decrease)/increase in creditors	(44,296)	43,906
<b>Cash generated from/(absorbed by) operations</b>	<u>84,650</u>	<u>(111,574)</u>

### 28 Analysis of changes in net funds

The Charity had no debt during the year.