

Witness Name: Katherine Victoria Burt

Statement No: WITN6392001

Exhibits: WITN6392002 - WITN6392267

INFECTED BLOOD INQUIRY

WITN6392045

THE HAEMOPHILIA SOCIETY

(A COMPANY LIMITED BY GUARANTEE)

CHARITY REGISTRATION NUMBER: 288260

SCOTTISH CHARITY REGISTRATION NUMBER SC039732

COMPANY REGISTRATION NUMBER: 1763614

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2009




KNOX CROPPER
chartered accountants

THE HAEMOPHILIA SOCIETY
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2009

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THE HAEMOPHILIA SOCIETY
REFERENCE AND ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31ST MARCH 2009

| | |
|--------------------------------|--|
| PRESIDENT | The Rt. Hon. The Lord Morris of Manchester PC AO QSO |
| VICE PRESIDENTS | Rt. Hon Frank Field MP Dr Peter Jones Baroness Masham of Ilton DL The Reverend Alan Tanner OBE Professor the Lord Winston |
| CHIEF EXECUTIVE | Chris James |
| BOARD OF TRUSTEES | Elizabeth Rizzuto Anne-Helene Biosse Duplan (from October 2008) Philip Dolan Keith England (to October 2008) Matt Gregory Ann Hithersay Gareth Lewis (to November 2008) Adrian Melson (from October 2008) Tim Metzgen GRO-A (from May 2008) William Payne (to October 2008) Debra Pollard Dawn Prideaux de Lacy Suresh Vaghela Jeremy Young (from January 2009) |
| SUB COMMITTEES | |
| <i>Resources Sub Committee</i> | Dawn Prideaux de Lacy Ann Hithersay Tim Metzgen Elizabeth Rizzuto |
| <i>Health Sub Committee</i> | William Payne (Chair) Dr Peter Collins (co-opted) Dr Paul Giangrande (co-opted) Chris Harrington (co-opted) Philip Dolan Debra Pollard Elizabeth Rizzuto |

THE HAEMOPHILIA SOCIETY**REFERENCE AND ADMINISTRATIVE INFORMATION (Continued)****FOR THE YEAR ENDED 31ST MARCH 2009****MEDICAL ADVISORS**

There a large number of medical advisors who provide periodic advice on haemophilia, nursing, orthopaedics, hepatology, physiotherapy and vCJD.

WOMEN'S ADVISORY GROUP

- Dr Rezan Kadir, MBChB MRCOG MD FRCSFRCOG - Chair, Consultant Obstetrician & Gynaecologist, Royal Free Hospital
- Dr Paul Giangrande, BSc MD FRCP FRCPATH FRCPC, Consultant Haematologist, Oxford
- **GRO-A** - patient representative
- Dr Ann Harper - MD, FRCOG, Consultant Obstetrician & Gynaecologist, Royal Jubilee Maternity Service (RJMS), Belfast
- **GRO-A** - patient representative
- Professor John Pasi, MBChB,FRCP,FRCPATH,PhD,FRCPCH - Professor haemostasis and thrombosis, Barts and the London Hospital
- Angela Whitton, RGN - Gynaecology Nurse
- Debra Pollard, RGN - Clinical Nurse Specialist - Haemophilia, Royal Free Hospital
- **GRO-A** - patient representative
- Professor Christine Lee, MA MD FRCP DRc (Med) FRCPATH
- Elizabeth Hammersley - Haematology Specialist Midwife, Saint Mary's Clinic, Manchester

THE HAEMOPHILIA SOCIETY**REFERENCE AND ADMINISTRATIVE INFORMATION (Continued)****FOR THE YEAR ENDED 31ST MARCH 2009**

| | |
|------------------------------------|--|
| SECRETARY | Christopher James |
| REGISTERED OFFICE | Petersham House 57a Hatton Garden London EC1N 8JG |
| COMPANY REGISTRATION NUMBER | 1763614 |
| CHARITY REGISTRATION NUMBER | 288260 |
| BANKERS | The Co-operative Bank Plc 1 Balloon Street Manchester M60 4EP |
| SOLICITORS | Farrer and Co 66 Lincoln's Inn Fields London WC2A 3LH |
| AUDITORS | Knox Cropper 8/9 Well Court London EC4M 9DN |

THE HAEMOPHILIA SOCIETY

TRUSTEES REPORT

FOR THE YEAR ENDED 31ST MARCH 2009

The Trustees present their report and financial statements of the charity for the year ending 31 March 2009. The financial statements have been prepared in accordance with the accounting policies set out on pages 16 and 17 and comply with the charity's trust deed and applicable law.

CONSTITUTION AND OBJECTIVES

The Haemophilia Society is constituted as a company limited by guarantee, number 1763614, under Memorandum and Articles of Association dated 21 October 1983, and registered as a charity on 30 November 1983, charity number 288260.

The Society's Mission is to ensure that people affected by bleeding disorders have the freedom to make choices and seize opportunities.

The Board of Trustees governs the Society and has responsibility for the overall strategic and policy direction of the organisation. Trustees who have served during the year are listed on page 1.

The Society's three key messages are:

1. We are the only national and independent organisation for all people affected by bleeding disorders
2. We are led by people affected by bleeding disorders, and work in close partnership with the NHS
3. The Society represents, offers support and provides information for all people affected by bleeding disorders

The Society's three strategic aims are:

1. To enable people affected by bleeding disorders to better understand and manage their condition or situation
2. To enable people affected by bleeding disorders to participate in decision making and service delivery
3. To influence policy and improve services

The Society's strategic objectives are:

- To provide resources, newsletters and websites
- To provide individual advocacy and support
- To provide opportunities for people affected by bleeding disorders to meet and support each other
- To campaign on behalf of people affected by bleeding disorders
- To train and support volunteer service user representatives
- To support local groups
- To work with healthcare professionals and other professionals

Public Benefit:

The Trustees have paid due regard to the Charity Commission guidance on public benefit when reviewing the charity's objectives and activities.

THE HAEMOPHILIA SOCIETY

TRUSTEES REPORT

FOR THE YEAR ENDED 31ST MARCH 2009

ORGANISATION AND DECISION MAKING STRUCTURE

The Memorandum and Articles of Association allow for 12 Trustees; 10 are directly elected by the membership and two are co-opted by the Board of Trustees to meet particular skills requirements. There are currently [12] trustees; 7 elected, 2 co-opted until the Annual General Meeting in 2009 and 2 co-opted until the first board meeting after the 2009 AGM. The Trustees appoint, from within the Board of Trustees, a Treasurer and up to two Vice Chairs. The Chair is elected for a three-year term of office; other elected Trustees retire by rotation, with a third of Trustees either retiring or standing for re-election each year. Trustees are required to retire entirely after six years' continuous service.

The Board of Trustees appoints the Chief Executive and day to day management of the Society is delegated to this postholder. The Chief Executive reports regularly to the Board of Trustees and is directly accountable through the Chair.

The Board of Trustees meets up to six times a year.

There is one standing sub-committee that reports to and advises the Board of Trustees. This is the Resources Committee (which meets as and when necessary) – for details of membership see page 1

There is currently one advisory group, the Women's Advisory Group - for details of membership see page 2

THE HAEMOPHILIA SOCIETY**TRUSTEES REPORT****FOR THE YEAR ENDED 31ST MARCH 2009****ORGANISATION AND DECISION MAKING STRUCTURE**

The Society is a membership organisation with over 4,000 individual members. These members are kept in touch with the Society's work through regular mailings, the website and the annual general meeting.

The Society has a network of 16 Local Groups (official branches of the Society). The Local Groups are financially and operationally accountable to the Society. Local Groups are kept in regular contact with the Society by means of regular information mailings.

Recruitment, induction and training of Trustees

Trustees are elected by the membership and have personal experience of bleeding disorders. In addition two Trustees are co-opted to bring specific skills to the Board of Trustees (for example finance and business skills).

New Trustees undergo an induction covering:

- Roles and responsibilities of Trustees
- Their legal obligations under charity law
- The content of the Memorandum and Articles of Association
- The Board and decision-making processes
- The current strategic plan
- Financial matters associated with the charity
- Meeting key members of staff and fellow Trustees

There is an annual planning day for the Board of Trustees and Trustees are encouraged to attend appropriate external training on an ongoing basis to enhance their skills and support their role.

Financial decision making and internal controls

Management accounts are prepared monthly by the Finance Officer and the Board of Trustees reviews the management accounts at its meetings. The Society has a set of written financial procedures that lays down the internal controls necessary to ensure that the risk of fraudulent or inappropriate use of funds is minimised as much as possible.

Detailed annual budgets are prepared each year by the chief executive and senior managers and approved by the Board of Trustees. The Board of Trustees reviews financial statements showing actual performance against budget.

The Resources Sub Committee has delegated authority to review all financial matters in detail before bringing recommendations to the Board of Trustees. The Committee receives management accounts monthly.

THE HAEMOPHILIA SOCIETY

TRUSTEES REPORT

FOR THE YEAR ENDED 31ST MARCH 2009

Risk statement

The Board of Trustees regularly review the major risks facing the charity and this process was last completed in 2005. The Board of Trustees have put in place a risk management plan to mitigate the identified risks. The Chief Executive is responsible for the appropriate management of this plan and for reporting to the Board of Trustees any significant changes or events that impact on the Society's exposure to risk.

Progress towards the Objectives in 2008/9

A major needs assessment and stakeholder analysis took place in 2007/8 and this led to the development of a new three-year strategy for the Society and the development of its projects and services.

Children and Families

- *Two holidays were run which managed to reach out to more young people through haemophilia centres*
- *A new children's cartoon was launched to explain bleeding disorders to under-6s*
- *The Young Bloods website continued to develop*

Women with bleeding disorders

- *A new information booklet for teenage girls was produced*
- *A checklist flyer and poster were sent to sexual and reproductive health clinics round the country*
- *A number of health professional events were attended to increase awareness*

Health and Independence

- *Developing a DVD for older people with bleeding*
- *Planning physiotherapy clinics for older people in consultation with Centres*

People with Inhibitors

- *150 people with inhibitors are registered with the Inhibitor Support Group*
- *Two support events were run and two Inhibitors magazines produced*
- *On World Haemophilia Day radio interviews about living with an inhibitor reached nearly 400,000 people*

Campaigning activity

- *Lord Archer's report was published in February 2009 and the recommendations followed very closely those outlined in the Society's submission*
- *The Penrose Inquiry was established in Scotland*
- *"Get Involved Get the Best" continued to develop with training and support for our lay representatives*

Local groups and representatives

- *The Society supported 16 local groups in 2007/8*
- *Through contact with our membership over 500 people expressed an interest in becoming involved with a local group.*
- *Established a new support group in Devon and Cornwall*

Information and advice

- *The Society maintained its Helpline service, from dealing with a range of inquiries including issues around new diagnosis, insurance queries and questions*
- *A new Benefits information support service was established.*
- *A total of 1121 telephone and email enquiries were responded to during the year.*

THE HAEMOPHILIA SOCIETY

TRUSTEES REPORT

FOR THE YEAR ENDED 31ST MARCH 2009

Scottish Development Project

- *Continued to provide face-to-face outreach work to those feeling isolated due to their condition and build strong relationships with health providers and other key stakeholders in Scotland*
- *A gathering was held for members in Scotland*

Role and contribution of volunteers

Volunteers and interns are involved in many aspects of the charity's work including as Trustees, as part of local groups, assisting at Society events and working in the Society's office.

The Society has a volunteer policy. Induction training is provided for new volunteers and appropriate training and support is offered to enable them to carry out their roles.

Grants

The charity makes a small number of hardship grants to individuals via the Tanner Fund. Applications are sponsored by a health or social care professional who knows the applicant. Applications are assessed and approved by the Chief Executive, the Finance Officer and a Trustee. The grant total in 2008/9 was £3,548.

Objectives for 2009/10

Children and Families

1. To produce resources for children and their families including Factor Fax booklets, Young Bloods magazine and the Young Bloods website
2. To involve people in the planning delivery and evaluation of services through involvement on boards and groups, participation in Society activities and running a Youth Forum
3. To bring people together by running events for children and families and providing opportunities for peer support
4. To advocate for children and families through the casework

Inhibitors

1. To provide specific information resources on inhibitors including the Inhibitor Support Group website and magazine, information for employers and schools and through the helpline
2. To support people with inhibitors by providing social networks, opportunities and events including a support weekend
3. To reach out to those affected in remote areas, and different ethnic communities
4. To offer small grants
5. To work with Comprehensive Care Centres and health professionals to provide information through centre visits and attendance at events

Women

1. To provide women with specific resources and events including booklets, pre-conception information and Female Factors magazine
2. To put women in touch with each other through outreach work, website discussion forum and events
3. To offer information and support to health care professionals through the website (on-line training tool), best practice guidance and attending conferences

Health and Independence

1. To reduce isolation for older people by providing support group and Buddy systems
2. To provide workshop information advice on managing the condition
3. To encourage better health management by producing a DVD on physiotherapy for older people and by running specialist physiotherapy clinics

THE HAEMOPHILIA SOCIETY

TRUSTEES REPORT

FOR THE YEAR ENDED 31ST MARCH 2009

Reaching Out

1. To campaign for justice for people affected by contaminated blood infections including continued engagement through the Archer Independent Public Inquiry and the Penrose Inquiry in Scotland
2. To train and support volunteer service user representatives through the Get Involved Get the Best project
3. To support local groups through providing an online community for local group officers, providing support materials, staff attendance at local groups meetings and events, and holding a local groups forum
4. To engage with policy makers and commissioners in the designing of services including contact with MPs, Peers, specialised commissioners, press work and supporting members in establishing contact with local politicians
5. To work with health care professionals in producing a newsletter for centres and providing literature, visiting centres and attending meetings

Information Resources

1. To provide resources, newsletters and websites giving up to date information including HQ, new website and Factor Fax
2. To offer user involvement opportunities such as information events, service user representation and Centre Audits
3. To provide advocacy and support including treatment issues and benefit claims

Scottish Development Project

1. To provide a residential event for people affected by bleeding disorders and their families
2. To establish a clear volunteer strategy which seeks to attract and train volunteers with relevant skills and provide networking opportunities to ensure the sustainability of the project
3. To work closely with all those providing care and support for people affected by bleeding disorders.
4. To provide outreach support by visiting and linking with remote communities

Key fundraising activities

To increase the number of income streams available to the Society and increase our unrestricted income to sustainable levels.

We are continuing to look to drive up our income to cover core costs with a greater emphasis on achieving full cost recovery through statutory, trust and pharmaceutical income and identifying opportunities for individual donations.

THE HAEMOPHILIA SOCIETY**TRUSTEES REPORT****FOR THE YEAR ENDED 31ST MARCH 2009****FINANCIAL REVIEW**Overview

This is the first 12 month period since the Board of Trustees took the decision to change the Society's financial year end from 31st December to 31st March (in order to align it with the general financial year used in the public sector) – the figures for FY08 reflected a 15 month financial year.

Income for the 12 months YE09 of £674,194 (12 months) was broadly in line with YE08 income of £836,428 (15 months) (i.e. c. 20% lower income for an accounting period that was 20% shorter).

In FY09 the Trustees undertook a formal review of the cost base including a restructure of the Society staff resource to reduce salary costs. The restructure took place throughout FY09 and the staff numbers gradually reduced from 10.3 at April 2008 to 7.6 by March 2009. Overall expenditure for YE09 being £711,647 compared to £976,644 in FY08. This reduction is a 27% reduction in expenditure against a 20% shorter time period. Further cost savings are expected to occur in FY10.

Under the Memorandum and Articles of Association the Trustees may invest surplus funds in any investment they consider appropriate. To this end the Society has invested in COIF Investment Funds for the past six years as they consider this investment suitable for the charity. In March 2008 the funds had a market value of £193,371, however, during June to August 2008, it was necessary to sell a total of £90,000 and at 31st March 2009 the COIF investments were worth £82,602. There is a loss for FY09 of £20,769 on the COIF investments and a further loss on legacy shares, together totalling £22,557.

Notwithstanding the cost cutting undertaken by the Society, a deficit was incurred for FY09 of £37,453 (excluding the losses on investments). The movement of funds resulted in an overall loss for FY09 of £60,010.

The Trustees are continuing to review both the cost base and income to ensure that the Society can react quickly in a difficult period for income.

Reserves

The Board has a policy of maintaining four months' running costs as free reserves with the aim of increasing this to six months'. This is to ensure that the Society has enough resources to fund projects and to meet its financial responsibilities to staff in the event the organisation has to wind up.

The Society has continued to implement its strategy to attain this target. Whilst FY09 produced a negative movement in funds of £60,010, this is a significant reduction in the negative movement of £154,712 incurred in FY08.

The amount of free reserves (excluding Local Group funds) held at the end of FY08 was £116,215; and is £93,016 at the end of FY09.

THE HAEMOPHILIA SOCIETY**TRUSTEES REPORT****FOR THE YEAR ENDED 31ST MARCH 2009****FINANCIAL REVIEW (Continued)****Designated Funds**

The Trustees had previously agreed funds to be designated for the following purposes:

- Dilapidation Fund of £15,000 intended for the restoration charges and refurbishment of current office accommodation. This has been undesignated.
- Although the Trustees took the decision not to make further research grants in 2007/8 a small outstanding research commitment of £5,000 was paid during the year.
- £72,000 from a legacy to be spent in the North West and the Health & Independence Project (£10,000). The funds for the Health & Independence were spent during the year as was £1,861 for the North West. The remainder has been undesignated.

TRUSTEE RESPONSIBILITIES

Company law requires the Board of Trustees, who are directors for Companies Act 1985 purposes, 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 income and expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 assume that the charity will continue in business.

The Board of Trustees is responsible for keeping proper accounting records which 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 1985. It is also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities. The Board of Trustees confirm that it has taken appropriate steps to make itself aware of any relevant audit information and to establish that the auditors are aware of such information. As far as the Board of Trustees is aware, there is no relevant audit information which has not been disclosed to the auditors.

By Order of the Board of Trustees
Elizabeth Rizzuto, Chair

GRO-C

16th September 2009

INDEPENDENT AUDITORS' REPORT TO THE
MEMBERS OF
THE HAEMOPHILIA SOCIETY

We have audited the financial statements of The Haemophilia Society for the period ended 31st March 2009 which comprise the Statement of Financial Activity, Balance Sheet and related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members 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 company and the company's members as a body, for our audit work, for this report or for the opinion we have formed.

RESPECTIVE RESPONSIBILITIES OF THE BOARD OF TRUSTEES AND AUDITORS

The trustees' responsibilities 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) are set out in the Statement of Trustees' Responsibilities.

We have been appointed auditors under the Companies Act 1985 and section 44(1)(c) of the Charities and Investment (Scotland) Act 2005 and report to you in accordance with those Acts.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985 and the Charities and Trustee Investment (Scotland) Act 2005 and whether the information in the Directors' Report is consistent with the financial statements. We also report to you, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read other information contained in the financial statements, and consider whether it is consistent with the audited financial statements. This other information comprises only the Trustees' Report. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

BASIS OF AUDIT OPINION

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees' in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In our opinion

- the financial statements give a true and fair view of the state of the Charity's affairs as at 31st March 2009 and of its incoming resources and resources expended, including its income and expenditure, for the period then ended and have been properly prepared in accordance with the Companies Act 1985, the Charities and Trustee (Scotland) Act 2005.
- the information given in the trustees' report is consistent with the financial statements.

8/9 Well Court
London EC4M 9DN
16th September 2009

GRO-C
Knox Cropper
Chartered Accountants
Registered Auditors

THE HAEMOPHILIA SOCIETY
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2009

| | Notes | -----12 Months----- | | | 15 Months | |
|--|-------|---------------------|------------------|----------------|------------------|------------------|
| | | Un-restricted Funds | Restricted Funds | Endowed Funds | Total Funds 2009 | Total Funds 2008 |
| | | £ | £ | £ | £ | £ |
| INCOMING RESOURCES FROM GENERATED FUNDS | | | | | | |
| Voluntary income | | | | | | |
| Subscriptions | | - | - | - | - | 20,877 |
| Government Grant - Core | 2 | 30,000 | - | - | 30,000 | 85,000 |
| Government Grants – Project | 2 | - | 40,000 | - | 40,000 | 12,500 |
| Other Grants and Donations | 3 | 301,960 | 164,931 | - | 466,891 | 407,065 |
| Legacies | | 32,280 | - | - | 32,280 | 151,471 |
| Gifts in Kind | 4 | - | 15,000 | - | 15,000 | 15,000 |
| Activities for generating funds | | | | | | |
| Local Group Activities | 5 | 13,661 | - | - | 13,661 | 29,945 |
| Annual Draw and Events | | 59,754 | 8,132 | - | 67,886 | 86,198 |
| Investment Income | | 6,893 | - | - | 6,893 | 24,128 |
| Other Income | | | | | | |
| Other | | 1,163 | 420 | - | 1,583 | 4,244 |
| | | <u>445,711</u> | <u>228,483</u> | <u>-</u> | <u>674,194</u> | <u>836,428</u> |
| RESOURCES EXPENDED | | | | | | |
| Cost of Generating Funds | | | | | | |
| Costs of Generating Voluntary Income | 6 | 119,885 | 3,856 | - | 123,741 | 181,191 |
| Fundraising Trading Costs | | 5,790 | - | - | 5,790 | 40,209 |
| | | <u>125,675</u> | <u>3,856</u> | <u>-</u> | <u>129,531</u> | <u>221,400</u> |
| Charitable Activities | | | | | | |
| | 7 | | | | | |
| Communication & Campaigning | | 115,448 | 43,446 | - | 158,894 | 193,835 |
| Information and advice | | 124,934 | 142,761 | - | 267,695 | 307,810 |
| Tanner Fund Grants | | 2,545 | 1,853 | - | 4,398 | 23,880 |
| Research Grants | | 5,603 | - | - | 5,603 | 34,776 |
| Children and Family Activities | | 17,315 | 42,042 | - | 59,357 | 93,771 |
| International Activities | | 13,874 | 20,860 | - | 34,734 | 39,097 |
| Local Support Groups | | 30,537 | - | - | 30,537 | 28,242 |
| | | <u>310,256</u> | <u>250,962</u> | <u>-</u> | <u>561,218</u> | <u>721,411</u> |
| Governance Costs | 9 | 20,898 | - | - | 20,898 | 33,833 |
| TOTAL RESOURCES EXPENDED | | <u>456,829</u> | <u>254,818</u> | <u>-</u> | <u>711,647</u> | <u>976,644</u> |
| NET INCOMING/(OUTGOING) RESOURCES | | (11,118) | (26,335) | - | (37,453) | (140,216) |
| Loss on investments | | (22,557) | - | - | (22,557) | (14,496) |
| Net movement in Funds | | <u>(33,675)</u> | <u>(26,335)</u> | <u>-</u> | <u>(60,010)</u> | <u>(154,712)</u> |
| Fund balance brought forward at 1st January 2008 | | 173,213 | 146,751 | 19,344 | 339,308 | 494,020 |
| Fund balance carried forward at 31st March 2009 | | <u>£139,538</u> | <u>£120,416</u> | <u>£19,344</u> | <u>£279,298</u> | <u>£339,308</u> |

THE HAEMOPHILIA SOCIETY**BALANCE SHEET****AS AT 31ST MARCH 2009**

| | Notes | 31 st March 2009 | | 31 st March 2008 | |
|---|-------|--------------------------------|-----------------|--------------------------------|-----------------|
| | | £ | £ | £ | £ |
| FIXED ASSETS | | | | | |
| Tangible assets | 11 | | 11,389 | | 19,753 |
| Investments | 12 | | <u>82,782</u> | | <u>195,017</u> |
| | | | 94,171 | | 214,770 |
| CURRENT ASSETS | | | | | |
| Debtors | 13 | 55,177 | | 94,903 | |
| Cash at Bank and in hand | | <u>180,494</u> | | <u>86,548</u> | |
| | | 235,671 | | 181,451 | |
| CREDITORS: Amounts falling due within one year | | | | | |
| Creditors | 14 | | <u>(50,544)</u> | | <u>(56,913)</u> |
| NET CURRENT ASSETS | | | | | |
| | | | <u>185,127</u> | | <u>124,538</u> |
| | | | <u>£279,298</u> | | <u>£339,308</u> |
| FUNDS | | | | | |
| Unrestricted General Funds | 15 | | 93,016 | | 24,002 |
| Designated funds | 15 | | - | | 92,213 |
| Local Group funds | 15 | | 46,522 | | 56,998 |
| Restricted funds | 16 | | 120,416 | | 146,751 |
| Endowed funds | 17 | | <u>19,344</u> | | <u>19,344</u> |
| | | | <u>£279,298</u> | | <u>£339,308</u> |

Approved by the Board of Trustees on 16th September 2009 and signed on its behalf by:

GRO-C

Elizabeth Rizzuto, Chair

The notes on pages 15-24 form part of these accounts.

THE HAEMOPHILIA SOCIETY
NOTES FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2009

1. ACCOUNTING POLICIES

a) Basis of Preparation of Accounts

The accounts are prepared under the historical cost convention with the exception of investments which are disclosed at market value and in accordance with the applicable accounting standards and the Statement of Recommended Practice 2005, Accounting and Reporting by Charities.

b) Grants

Grant income is recognised in accordance with the terms of the grant and when the conditions of receipt have been complied with. When donors specify that grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

c) Donations, legacies and similar incoming resources

Donations, legacies and similar incoming resources are included in the year in which they are receivable, which is when the charity becomes entitled to the resource.

d) Resources Expended

All expenses are accounted for on an accruals basis. Expenditure incurred in connection with the specific objects of the charity is included under the heading charitable expenditure together with an apportionment of the general overheads (support costs) of the charity.

e) Cost of Generating Funds

The cost of generating funds are accounted for on an accruals basis. These costs are split between the direct costs of the annual draw and events, and the salaries and other costs of the fundraisers.

f) Tangible Fixed Assets and Depreciation

Tangible fixed assets for use by the charity are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

| | |
|--------------------------------|------------------------------|
| Office Equipment and Furniture | 25% per annum, straight line |
| Leasehold Property | Over life of lease |
| Leasehold Improvements | Over life of lease |

g) Pension Costs

Pensions in respect of qualifying employees are provided by individual money purchase schemes. The Society's contributions to these schemes are charged to the income and expenditure account in the year in which they arise.

h) Value Added Tax

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the Statement of Financial Activities.

THE HAEMOPHILIA SOCIETY

NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2009

4. ACCOUNTING POLICIES (Continued)

- i) **Group Funds**
The Society is represented throughout the country by Local Groups. Group funds are incorporated into the Society's financial statements.
- j) **Governance Costs**
Governance comprises the costs of maintaining the organisation's status as a charitable company. These include Trustees expenses, audit fees and costs attributable to compliance with constitutional and statutory requirements together with an apportionment of the general overheads based on an analysis of staff time spent.
- k) **Support Costs**
Support costs are costs incurred in the general running of the charity. These costs have been allocated to charitable activities, fundraising and governance based on an analysis of staff time spent.
- l) **Investment gains and losses**
The investment gains and losses represent the difference between the opening market value and closing market value or proceeds of sale, and are recognised in the financial statements in the period to which they relate.
- m) **Operating Leases**
Rentals payable under operating leases are taken to the Statement of Financial Activities in the period in which they arise.

2. GOVERNMENT GRANTS

£60,000 was received under section 64 Charitable Grants from the Department of Health, £30,000 Core grant and £30,000 Project Grant.

| | 2009 (12 Months) | 2008 (15 Months) |
|-------------------------------|-----------------------------|-----------------------------|
| | £ | £ |
| Core Grant | 30,000 | 85,000 |
| Grant for Children's Projects | 30,000 | - |
| Scottish Department of Health | 10,000 | 12,500 |
| | <u>£70,000</u> | <u>£97,500</u> |

THE HAEMOPHILIA SOCIETY
NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 31ST MARCH 2009

3. OTHER GRANTS AND DONATIONS

| | 2009 (12 Months) | 2008 (15 Months) |
|----------------------------|-----------------------------------|-----------------------------------|
| | £ | £ |
| Trust Income | 89,921 | 69,608 |
| Corporate Income | 236,167 | 217,636 |
| Donations from Individuals | 107,991 | 90,431 |
| Gift Aid | 32,812 | 29,390 |
| | <u>£466,891</u> | <u>£407,065</u> |

4. GIFTS IN KIND

The Society has received gifts in kind in the form of donated facilities for conferences and functions from the following donors:

| | 2009 (12 Months) | 2008 (15 Months) |
|--------|-----------------------------------|-----------------------------------|
| | £ | £ |
| Baxter | 15,000 | 15,000 |
| | <u>£15,000</u> | <u>£15,000</u> |

5. LOCAL GROUP ACTIVITIES

| | Local Group Transactions | Mar 09 Head Office Support | Total |
|---|---------------------------------|-----------------------------------|------------------|
| | £ | £ | £ |
| Income | 13,661 | - | 13,661 |
| Expenditure | (24,616) | (5,921) | (30,537) |
| | (10,955) | (5,921) | (16,876) |
| Transfer from Local Groups to Head Office | 480 | (480) | - |
| | <u>£(10,475)</u> | <u>£(6,401)</u> | <u>£(16,876)</u> |

6. COSTS OF GENERATING VOLUNTARY INCOME

| | 2009 (12 Months) | 2008 (15 Months) |
|---------------------------|-----------------------------------|-----------------------------------|
| | £ | £ |
| Fundraising Salary Costs | 57,376 | 102,313 |
| Fundraising Support Costs | 66,365 | 78,878 |
| | <u>£123,741</u> | <u>£181,191</u> |

7. CHARITABLE ACTIVITIES

| | Undertaken Directly | Grant Activities | Support Costs | 2009 (12 Months) Total | 2008 (15 Months) Total |
|-----------------------------------|----------------------------|-------------------------|----------------------|-------------------------------|-------------------------------|
| | £ | £ | £ | £ | £ |
| Communication & Campaigning | 112,462 | - | 46,431 | 158,894 | 193,835 |
| Information and Advice to members | 188,121 | - | 79,574 | 267,695 | 307,810 |
| Tanner Fund Grants | - | 3,548 | 850 | 4,398 | 23,880 |
| Research Grants | - | 5,000 | 603 | 5,603 | 34,776 |
| Children and Family Activities | 42,042 | - | 17,315 | 59,357 | 93,771 |
| International Activities | 28,307 | - | 6,428 | 34,734 | 39,097 |
| Local Support Groups (See Note 5) | 24,616 | - | 5,921 | 30,537 | 28,242 |
| | <u>£395,548</u> | <u>£8,548</u> | <u>£157,122</u> | <u>£561,218</u> | <u>£721,411</u> |

THE HAEMOPHILIA SOCIETY

NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2009

8. SUPPORT COSTS

| | 2009 (12 Months) | 2008 (15 Months) |
|------------------------|-----------------------------|-----------------------------|
| | £ | £ |
| Office Overheads | 128,913 | 147,927 |
| Charity Administration | 20,726 | 17,793 |
| Salary Core Costs | 83,567 | 131,390 |
| | <u>£233,206</u> | <u>£297,110</u> |

9. GOVERNANCE COSTS

| | | |
|------------------------|----------------|----------------|
| Trustee Expenses | 5,099 | 10,799 |
| Audit Fee | 4,614 | 4,396 |
| Accountancy | - | - |
| Legal and Professional | 1,466 | 12,202 |
| Support Costs | 9,719 | 6,436 |
| | <u>£20,898</u> | <u>£33,833</u> |

10. STAFF COSTS

The number of full time equivalent staff employed by the Society during the year was:

| | 2009 (12 Months) | 2008 (15 Months) |
|-------------------|-----------------------------|-----------------------------|
| | No. | No. |
| Direct Charitable | 6 | 6 |
| Fundraising | 1.5 | 2.5 |
| Governance | 1 | 1 |
| | <u>8.5</u> | <u>9.5</u> |

The aggregate staff costs were:

| | £ | £ |
|--------------------------------|-----------------|-----------------|
| Salaries | 286,616 | 402,772 |
| National Insurance | 26,997 | 40,926 |
| Employers Pension Contribution | 15,676 | 12,377 |
| | <u>£329,289</u> | <u>£456,075</u> |

During the year, 12 trustees (2008: 12) received £3,477 (2008: £7,802) reimbursements for travel expenses incurred.

No employees received emoluments greater than £60,000 during the year ended 31st March 2009.

THE HAEMOPHILIA SOCIETY**NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)****FOR THE YEAR ENDED 31ST MARCH 2009****11. TANGIBLE FIXED ASSETS**

| | Leasehold Improvements £ | Land & Buildings £ | Computers and Office Equipment £ | Total £ |
|-------------------------------------|--------------------------------|--------------------------|---|----------------|
| Cost | | | | |
| At 1 st April 2008 | 9,606 | - | 48,396 | 58,002 |
| Additions | - | - | - | - |
| At 31st March 2009 | <u>£9,606</u> | <u>£-</u> | <u>£48,396</u> | <u>£58,002</u> |
| Accumulated Depreciation | | | | |
| At 1 st April 2008 | 3,025 | - | 35,224 | 38,249 |
| Charge for the Year | 961 | - | 7,403 | 8,364 |
| At 31st March 2009 | <u>£3,986</u> | <u>£-</u> | <u>£42,628</u> | <u>£46,613</u> |
| Net Book Values | | | | |
| At 31st March 2009 | <u>£5,620</u> | <u>£-</u> | <u>£5,769</u> | <u>£11,389</u> |
| At 31st March 2008 | <u>£6,581</u> | <u>£-</u> | <u>£13,172</u> | <u>£19,753</u> |

12. INVESTMENTS

| | COIF Investments £ | Other Equities £ | 31 st March 2009 £ | 31 st March 2008 £ |
|------------------------------------|--------------------------|------------------------|-------------------------------------|-------------------------------------|
| COIF Investments | | | | |
| At 1st April 2008 | 193,371 | 1,646 | 195,017 | 208,710 |
| Additions | - | 322 | 322 | - |
| Disposals | (90,000) | - | (90,000) | - |
| Loss on Investments | (20,769) | (1,788) | (22,557) | (13,693) |
| Carried Forward at 31st March 2009 | <u>£82,602</u> | <u>£180</u> | <u>£82,782</u> | <u>£195,017</u> |

13. DEBTORS

| | 31 st March 2009 £ | 31 st March 2008 £ |
|----------------|-------------------------------------|-------------------------------------|
| Debtors | 23,384 | 65,685 |
| Prepayments | 31,793 | 29,218 |
| Accrued Income | - | - |
| | <u>£55,177</u> | <u>£94,903</u> |

14. CREDITORS

| | | |
|---|----------------|----------------|
| Trade Creditors | 19,596 | 21,686 |
| Other Creditors | - | - |
| Deferred Income (including membership fees in advance) | - | - |
| Accruals | 24,914 | 24,985 |
| Other Tax & Social Security | 6,034 | 10,242 |
| | <u>£50,544</u> | <u>£56,913</u> |

THE HAEMOPHILIA SOCIETY

NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2009

15. UNRESTRICTED FUNDS

| | Balance | | | | Transfer | Balance |
|---------------------------------|-----------------|-----------------|-------------------|----------------------------|--------------------------|-----------------|
| | 01.04.08 | Incoming | (Outgoing) | Gains/ (Losses) | Between Funds | 31.3.09 |
| <u>Designated Funds:</u> | £ | £ | £ | £ | £ | £ |
| Dilapidation Fund | 15,000 | - | - | - | (15,000) | - |
| Research Fund | 5,000 | - | (5,000) | - | - | - |
| North West Fund | 72,213 | - | (11,861) | - | (60,352) | - |
| | <u>92,213</u> | <u>-</u> | <u>(16,861)</u> | <u>-</u> | <u>(75,352)</u> | <u>-</u> |
| Local Groups | 56,998 | 13,661 | (24,616) | - | 480 | 46,522 |
| General Funds | 24,002 | 432,050 | (415,352) | (22,557) | 74,872 | 93,016 |
| | <u>£173,213</u> | <u>£445,711</u> | <u>£(456,829)</u> | <u>£(22,557)</u> | <u>£ -</u> | <u>£139,538</u> |

All of these funds were undesignated during the year.

The Dilapidation Fund was intended for dilapidation charges and necessary refurbishment of the Hatton Garden office accommodation, upon vacation, to restore the premises to the condition they were in when initially occupied by the Society (See note 20). The **Designated Research Fund** was to be used to contribute to the advancement of scientific research in the field of Haemophilia. The balance of £5,000 related to committed grants. The **North West Fund** is intended for the use in the North West region.

THE HAEMOPHILIA SOCIETY
NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 31ST MARCH 2009

16. RESTRICTED FUNDS

| | Balance 01.04.08 | Incoming | (Outgoing) | Transfer between funds | Balance 31. 3.09 |
|-----------------------------------|---------------------|-----------------|-------------------|------------------------------|---------------------|
| | £ | £ | £ | £ | £ |
| Scottish Development Project | 49,348 | 20,187 | (53,643) | - | 15,892 |
| Twinning Project | 4,066 | - | (2,000) | - | 2,066 |
| Women and Bleeding Disorders | 2,000 | 15,000 | (9,923) | - | 7,077 |
| Children & Families | 2,500 | 54,550 | (37,692) | - | 19,358 |
| Core Membership and Info Services | 5,499 | 31,250 | (36,749) | - | - |
| Factor Fax Campaign | - | 3,000 | (3,000) | - | - |
| Awards | 484 | 400 | (400) | - | 484 |
| India Child Appeal | 330 | 13,620 | (13,860) | - | 90 |
| Inhibitors | 11,784 | 25,435 | (28,007) | - | 9,212 |
| Health & Independence | 18,219 | 910 | (8,616) | - | 10,513 |
| World Haemophilia Day | - | 5,000 | (5,000) | - | - |
| Tanner Fund (Inhibitors) | 6,000 | 5,000 | (6,603) | - | 4,397 |
| Website | 16,450 | 3,750 | (6,000) | - | 14,200 |
| Get Involved Get The Best | 10,071 | 10,000 | (6,546) | - | 13,525 |
| Physiotherapy Clinics | - | 19,000 | (138) | - | 18,862 |
| AGM Conference | 5,000 | - | (2,285) | - | 2,715 |
| Sponsored Cycle Ride | - | 5,000 | (3,856) | - | 1,144 |
| Birchgrove Bench & Bulbs | - | 421 | - | - | 421 |
| Memorial Service | - | 460 | - | - | 460 |
| Parents & Careers' | - | 500 | (500) | - | - |
| Luther Pendragon (Gift in Kind) | 15,000 | 15,000 | (30,000) | - | - |
| | £146,751 | £228,483 | £(254,818) | - | £120,416 |

Scottish Development Project

This fund is used to finance outreach work in Scotland.

Twinning Project

The UK Society has been twinned with the Armenia Haemophilia Society for over five years. Through the arrangement the UK supports the development of the Armenia Society through exchange of know-how, information and training.

Women and Bleeding Disorders Project

The Society has been raising funds for an education project which aims to raise awareness of the particular needs of women and girls who may be affected by a bleeding disorder as a carrier of the haemophilia gene, through having von Willebrands disorder, or as a parent, partner or carer of someone with a bleeding disorder.

Children and Families Fund

This fund is used for all our children and families activities including childcare at events and adventure holidays.

THE HAEMOPHILIA SOCIETY

NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31ST MARCH 2008

16. RESTRICTED FUNDS (Continued)

Membership and Information Fund

This fund is used for our membership and information services which include our telephone helpline and publications. It is also used to give hardship grants to individuals needing financial assistance.

Philip Morris Art Award Fund

This award is open to students with Haemophilia or related bleeding disorder studying the arts. Preference will be given to a student studying music, as a reflection of Philip's love of music developed in later life. The sum available in any one year will be the interest earned on an initial investment of £12,000.

GRO-A *Memorial Award Fund*

This is a bursary awarded to an individual with Haemophilia or related bleeding disorder in pursuit of one of the professions or study relating to a profession. This award has been made possible by The GRO-A family in memory of their son. The sum available in any one year will be interest earned on the initial investment of £6,000.

Indian Child Appeal

The Indian Child Appeal was set up in 2003, in collaboration with the Haemophilia Federation in India. This fund is used to sponsor children with Haemophilia to enable them to access treatment so that they can live full and active lives.

Inhibitors

The Inhibitor Support Group was formed in 2004 as an entity independent from the Society and facilitated by Kate Bleby of Max Medicom. From January 2006, the Society took over its running. It exists to provide information and support to all who are affected by an inhibitor to their treatment for a bleeding disorder, or who have acquired haemophilia (or a related acquired bleeding disorder). The project is seen as a core work of the Society and as such, support for people with inhibitors is a long-term priority.

Factor Fax Campaign

Funding to produce a fax folder and leaflet for children.

Health & Independence

A project addressing issues faced by older people affected with Haemophilia and related bleeding disorders.

World Haemophilia Day

Events related to the annual World Haemophilia Day.

Tanner Fund (Inhibitors)

A hardship fund for people with Inhibitors, providing grants of up to £200. These are given on the recommendation of a medical practitioner or social worker.

Get Involved: Get The Best

A project supporting and training lay/patient representatives influencing care locally and nationally.

Physiotherapy Clinics

Project costs for the provision of specialist clinics working with local health professionals.

AGM Conference

A residential weekend conference for Society members, held biennially in different regions of the UK.

THE HAEMOPHILIA SOCIETY**NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)****FOR THE YEAR ENDED 31ST MARCH 2008****16. RESTRICTED FUNDS (Continued)*****Sponsored Cycle Rides***

Sponsorship for the Blood, Sweat and Tyres team cycling 1,200 miles from John O'Groats to Land's End.

Birchgrove Bench & Bulbs

Sponsorship of a wood of 1200 trees in Swindon by a special interest group providing peer support to Haemophiliacs with HIV.

Memorial Service

Funds held for the administration of an annual service of thanksgiving and remembrance held in central London.

Parents & Carers

A project supporting parents and carers of children and young people with bleeding disorders.

Luther Pendragon

Funding provided by Baxter direct to the company Luther Pendragon to work with the Society on communication issues.

17. ENDOWED FUNDS

The endowed funds include the Philip Morris Art Award Fund and the GRO-A Memorial Award Fund. The interest earned on these funds is credited to the relevant restricted fund to fund awards.

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | Fixed Assets | Net Current Assets | Total |
|--------------------|-------------------------|-------------------------------|-----------------|
| | £ | £ | £ |
| Endowed Funds | 19,344 | - | 19,344 |
| Restricted Funds | - | 120,416 | 120,416 |
| Unrestricted Funds | 74,827 | 18,189 | 93,016 |
| Designated Funds | - | - | - |
| Local Group Funds | - | 46,522 | 46,522 |
| | <u>£94,171</u> | <u>£185,127</u> | <u>£279,298</u> |

THE HAEMOPHILIA SOCIETY**NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)****FOR THE YEAR ENDED 31ST MARCH 2008****19. LIMITED BY GUARANTEE**

The Society has no share capital and is limited by guarantee. The liability of each of the twelve trustee members is a maximum of £1.

20. LEASE COMMITMENTS

At 31st March 2009 the company had annual commitments under operating leases as set out below. The figures stated are the amounts payable in the following year.

| | 31st March 2009 | | 31st March 2008 | |
|-------------------------------|---------------------------------------|---------------|---------------------------------------|---------------|
| | Land and Building | Other | Land and Building | Other |
| | £ | £ | £ | £ |
| Operating Leases that expire: | | | | |
| Within one year | - | - | - | - |
| In the second to fifth years | 60,952 | 5,929 | 65,299 | 5,993 |
| | <u>£60,952</u> | <u>£5,929</u> | <u>£65,299</u> | <u>£5,993</u> |

The Land and Buildings commitment represents the lease on the Petersham House premises. Negotiations to obtain a new lease on revised terms from 25th December 2009 (the date of a break clause) for Petersham House are currently ongoing.