

Witness Name: Katherine Victoria Burt

Statement No: WITN6392001

Exhibits: WITN6392002 - WITN6392267

## **INFECTED BLOOD INQUIRY**

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**WITN6392047**

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# **THE HAEMOPHILIA SOCIETY**

**(A COMPANY LIMITED BY GUARANTEE)**

**CHARITY REGISTRATION NUMBER: 288260**

**SCOTTISH CHARITY REGISTRATION NUMBER SC039732**

**COMPANY REGISTRATION NUMBER: 01763614**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010**



THE HAEMOPHILIA SOCIETY  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010

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**THE HAEMOPHILIA SOCIETY**

**REFERENCE AND ADMINISTRATIVE INFORMATION**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010**

**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  
Philip Dolan MBE  
David Fielding (from October 2009)  
Matt Gregory  
Ann Hithersay (to October 2009)  
Tim Metzgen  
GRO-A (to October 2009)  
GRO-A (from October 2009)  
Debra Pollard  
Dawn Prideaux de Lacy  
Sue Royal (from October 2009)  
Suresh Vaghela (to October 2009)  
Jeremy Young (from January 2009)

**SUB COMMITTEES**

*Resources Sub Committee*

Dawn Prideaux de Lacy  
Ann Hithersay (to October 2009)  
Tim Metzgen  
Elizabeth Rizzuto  
Jeremy Young (from October 2009)

## THE HAEMOPHILIA SOCIETY

### REFERENCE AND ADMINISTRATIVE INFORMATION (Continued)

FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010

#### **MEDICAL ADVISORS**

There are 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 FRCPCH, Consultant Haematologist, Oxford
- Elizabeth Rizzuto – 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
- Helen Campbell – 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 31<sup>ST</sup> MARCH 2010**

<b>SECRETARY</b>	Christopher James
<b>REGISTERED OFFICE</b>	Petersham House 57a Hatton Garden London EC1N 8JG
<b>COMPANY REGISTRATION NUMBER</b>	01763614
<b>CHARITY REGISTRATION NUMBER</b>	288260
<b>SCOTTISH CHARITY REGISTRATION NUMBER</b>	SC039732
<b>BANKERS</b>	The Co-operative Bank Plc 1 Balloon Street Manchester M60 4EP
<b>SOLICITORS</b>	Farrer and Co 66 Lincoln's Inn Fields London WC2A 3LH
<b>AUDITORS</b>	Knox Cropper 8/9 Well Court London EC4M 9DN

**THE HAEMOPHILIA SOCIETY**

**TRUSTEES REPORT**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010**

The Trustees present their report and financial statements of the charity for the year ending 31 March 2010. The financial statements have been prepared in accordance with the accounting policies set out on pages 15 and 16 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 01763614, 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 31<sup>ST</sup> MARCH 2010**

**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 11 trustees, 10 elected and 1 co-opted. 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.

In 2009-10 the Board of Trustees began a Governance Review with the intention of enabling the governance of the Society to work more effectively. This is due for completion in September 2010.



**THE HAEMOPHILIA SOCIETY****TRUSTEES REPORT****FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010****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 one Trustee has been co-opted to bring specific skills to the Board of Trustees (finance and business skills).

New Trustees will 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 will be 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 31<sup>ST</sup> MARCH 2010

#### **Risk statement**

The Board of Trustees regularly reviews the major risks facing the charity and this process was last completed in 2005. The Board of Trustees has 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 2009/10**

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

- *An information day for families in Northern Ireland was delivered in liaison with the Belfast Comprehensive Care Centre*
- *An outdoor activity weekend for teenagers took place in Scotland*
- *A Youth Forum was developed to increase involvement of young people in the Society's activities*

#### Women with bleeding disorders

- *New information for women was developed for the Society's new website*
- *A number of health professional events were attended to increase awareness of the Society's services for women and girls with bleeding disorders*

#### Health and Independence

- *A lifestyle and physiotherapy DVD for older people with bleeding disorders was launched*
- *Micro physiotherapy clinics for older people were delivered in isolated areas*
- *The Activate Project was launched with funding from the MacFarlane Trust to provide social networking opportunities for people affected by HIV*

#### People with Inhibitors

- *Two support events were run and two Inhibitors magazines produced*
- *Small grants were provided for those affected by inhibitors*

#### Campaigning activity

- *The Society worked with individual campaigners and groups in reacting to the Government's response to Lord Archer's report*
- *Lord Morris' Contaminated Blood Bill was introduced and the Society lobbied Parliamentarians to support the Bill and generated media interest*
- *The Society liaised with and supported the Penrose Inquiry in encouraging people to come forward and give evidence*

#### Get Involved Get the Best

- *Support was provided for a number of volunteer project leaders in some commissioning areas*
- *Patient and Society representatives played a role in the procurement process for blood products and home delivery*
- *An biannual Haemophilia Alliance and Department of Health meeting was established following the Government's response to the Archer Report*
- *Provided patient representatives for all Comprehensive Care Centre Triennial Audits*

#### Local groups and representatives

- *The Society supported 16 local groups in 2009/10*

## **THE HAEMOPHILIA SOCIETY**

### **TRUSTEES REPORT**

#### **FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010**

##### **Information and advice**

- *The Society maintained its Helpline service, dealing with a range of inquiries including issues around new diagnoses, insurance and general support*
- *The new Benefits Information and Support service, established last year, has helped many members with DLA and other benefit claims*
- *A total of 1,113 telephone and email enquiries were responded to during the year*
- *A new website was launched providing a better platform for information and support with a wide-range of new material*
- *The Society's facebook provided a new forum for peer support and is predominately used by parents*

##### **Scottish Development Project**

- *The project came to an end in December 2009 having established Haemophilia Scotland and having met nearly all its objectives*
- *The project provided face-to-face outreach work to those feeling isolated due to their condition and built strong relationships with health providers and other key stakeholders 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 2009/10 was £2,383.

## THE HAEMOPHILIA SOCIETY

### TRUSTEES REPORT

#### FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010

#### **Objectives for 2010/11**

##### Children and Families

1. To develop the Young Bloods website and information for families on the new Society site
2. To involve the members of the Youth Forum in the running of Society activities and to recruit more young people to the forum
3. To bring people together by running events for children and families and providing opportunities for peer support including two activity events for young people and family weekend for families with newly-diagnosed children
4. Develop a facebook site for teenagers

##### Inhibitors

1. To provide specific information resources on inhibitors including the new Inhibitor 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 offer small grants
4. 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 through the new website
2. To put women in touch with each other through outreach work, website discussion forums and face book
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 social networks and the expansion of the Activate Project
2. To encourage better health management by promoting the DVD on lifestyle and physiotherapy for older people and by running specialist physiotherapy clinics

##### Get Involved Get the Best

1. To launch "Haemophilia Care - Your Service" a guide to services for patients
2. To train and support volunteer service user representatives through the Get Involved Get the Best project
3. To feedback and develop the Triennial Audit process
4. To feedback and help develop national procurement process for blood products and home delivery
5. 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
6. To work with health care professionals and provide information resources for Centres

##### Campaigning

1. To work with individual campaigners and groups to influence the new Government to implement Lord Archer's recommendations
2. To work with Lord Morris in supporting the progress of the Contaminated Blood Bill

##### Local Groups

1. 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

## THE HAEMOPHILIA SOCIETY

### TRUSTEES REPORT

#### FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010

#### Information Resources

1. To provide resources, newsletters and websites giving up to date information including HQ, new website and Factor Fax
2. To provide information and support including the information and support line
3. To develop and provide information on benefits through the website

#### Haemophilia Scotland

1. To seek funding to set-up a permanent service through Haemophilia Scotland

#### International

- a. To complete the Twinning programme with Armenia
- b. To attend the World Haemophilia Federation Congress 2010
3. To develop our involvement with the European Haemophilia Consortium and to attend the Conference in Lisbon

#### **Key fundraising activities**

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

We are placing greater emphasis on unrestricted and restricted trust income to replace grants coming to an end in 2010-11. We are looking to develop our relationship with members to increase voluntary donations and to explore new opportunities with the pharmaceutical industry.

## **FINANCIAL REVIEW**

### Overview

Income for the 12 months YE10 of £697,285 represents an increase of c.£25,000 from YE09 in which income was £674,194.

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 was fully in place by March 2010 with staff numbers at 7.7. The Board also reviewed the accommodation position and notified its landlord that it intended to take the break in the lease at December 2009. Following discussions with the landlord and a full review of the options available to the Society, the decision was taken to renegotiate the lease and this resulted in a static rent and service charge for a further five years with an initial 12 month free rent period being granted. Furthermore, the dilapidations requirement was reset as if the lease had only just started. Following the various actions taken by the Society, overall expenditure for YE10 was significantly reduced to £627,933 from £711,647 in FY09. This is a 12% reduction in expenditure.

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 seven years as they consider this investment suitable for the charity. In March 2009 the funds had a market value of £82,602, rising during the year to £94,554 at 31<sup>st</sup> March 2010, an unrealised gain for FY10 of £11,952 on the COIF investments. A further small unrealised gain on legacy shares brought the overall total of unrealised gains to £12,018.

The combination of the restructuring of the Society and the focus on costs meant that the net movement of funds produced an overall gain in FY10 of £81,370. This represents a significant turnaround from the loss of £60,010 in FY09.

## THE HAEMOPHILIA SOCIETY

### TRUSTEES REPORT

#### FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010

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.

In May 2009 in its response to the Archer Inquiry Report the Government introduced a Capacity Building Restricted Grant to the Society of £100,000 per annum for 5 years. The first of these grants was received in February 2010. The Society understands the 2<sup>nd</sup> year grant is currently under review.

Income in FY10 was also boosted by two significant individual donations totalling £30,000 and two unrestricted company donations (non-pharmaceutical) totalling £74,500.

#### 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.

The Society has continued to implement its strategy to attain this target and in FY10 general funds increased by £127,233, the amount of free reserves (excluding Local Group funds) held at the end of FY10 being £220,249 (£93,016 at the end of FY09). This quantum of reserves is equivalent to c. four months' running costs and the Society is focussed on increasing this amount towards the six months' over FY11.

#### Designated Funds

There were no designated funds during the year as the Trustees wished to concentrate resources on building up reserves.

### **TRUSTEE RESPONSIBILITIES**

Company law requires the Board of Trustees, who are directors for Companies Act 2006 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 2006. 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**

15<sup>th</sup> September 2010

GRO-C

**INDEPENDENT AUDITORS' REPORT TO THE**  
**MEMBERS OF**  
**THE HAEMOPHILIA SOCIETY**

We have audited the financial statements of The Haemophilia Society for the year ended 31<sup>st</sup> March 2010 which comprise the Statement of Financial Activities the summary Income and Expenditure Account, the 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 Chapter 3 of Part 16 of the Companies Act 2006. 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 auditor's 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 opinions we have formed.

**RESPECTIVE RESPONSIBILITIES OF THE BOARD OF TRUSTEES AND AUDITORS**

The trustees' (who are also the directors of the company for the purposes of company law) 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) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Trustees' Responsibilities.

We have been appointed auditors under the Companies Act 2006 and section 44(1)(c) of the Charities and Trustees 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, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and have been prepared in accordance with the Companies Act 2006 and the Charities and Trustee Investment (Scotland) Act 2005. We also report to you whether, in our opinion, the information given in the Trustees' Report is consistent with those financial statements.

We also report to you if, in our opinion, the charity has not kept adequate and proper accounting records, if the charity's financial statements are not in agreement with these accounting records, if we have not received all the information and explanations we require for our audit, or if certain disclosures of trustees' remuneration specified by law are not made.

We read the Trustees' Report and consider the implication for our report if we become aware of any apparent misstatements within it.

**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 31<sup>st</sup> March 2010 and of its incoming resources and application of resources, including its income and expenditure, for the period then ended.
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- the financial statements have been prepared in accordance with the Companies Act 2006 and the Charities and Trustee investment (Scotland) Act 2005 and;
- the information given in the Trustees' Report is consistent with the financial statements.

8/9 Well Court  
London EC4M 9DN

15<sup>th</sup> September 2010

**GRO-C**  
Kevin Lally (Senior Statutory Auditor)  
For and on behalf of Knox Cropper  
Chartered Accountants  
Statutory Auditors

**THE HAEMOPHILIA SOCIETY**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010**  
**(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)**

	Notes	Un- restricted Funds	Restricted Funds	Endowed Funds	Total Funds 2010	Total Funds 2009
		£	£	£	£	£
<b>INCOMING RESOURCES FROM GENERATED FUNDS</b>						
<b>Voluntary income</b>						
Government Grant - Core	2	30,000	-	-	30,000	30,000
Government Grants – Project	2	-	140,000	-	140,000	40,000
Other Grants and Donations	3	301,243	130,500	-	431,743	466,891
Legacies		100	-	-	100	32,280
Gifts in Kind	4	-	16,000	-	16,000	15,000
<b>Activities for generating funds</b>						
Local Group Activities	5	15,615	-	-	15,615	13,661
Annual Draw and Events		55,042	2,010	-	57,052	67,886
<b>Investment Income</b>		4,983	-	-	4,983	6,893
<b>Other Income</b>						
Other		1,792	-	-	1,792	1,583
		408,775	288,510	-	697,285	674,194
<b>TOTAL INCOMING RESOURCES</b>						
<b>RESOURCES EXPENDED</b>						
<b>Cost of Generating Funds</b>						
Costs of Generating Voluntary Income	6	67,043	374	-	67,417	123,741
Fundraising Trading Costs		5,514	-	-	5,514	5,790
		72,557	374	-	72,931	129,531
<b>Charitable Activities</b>						
Communication & Campaigning	7	71,684	73,628	-	145,312	158,894
Information and advice		79,623	192,640	-	272,263	267,695
Tanner Fund Grants		850	2,383	-	3,233	4,398
Research Grants		-	-	-	-	5,603
Children and Family Activities		10,727	49,553	-	60,280	59,357
International Activities		16,013	17,827	-	33,840	34,734
Local Support Groups		18,036	155	-	18,191	30,537
		196,933	336,186	-	533,119	561,218
<b>Governance Costs</b>	9	21,883	-	-	21,883	20,898
<b>TOTAL RESOURCES EXPENDED</b>						
		291,373	336,560	-	627,933	711,647
<b>NET INCOMING/(OUTGOING) RESOURCES</b>						
		117,402	(48,050)	-	69,352	(37,453)
Gain/(Loss) on investments		12,018	-	-	12,018	(22,557)
<b>Net movement in Funds</b>		129,420	(48,050)	-	81,370	(60,010)
<b>Fund balance brought forward at 1st April 2009</b>						
		£139,538	£120,416	£19,344	£279,298	339,308
<b>Fund balance carried forward at 31st March 2010</b>						
		£268,958	£72,366	£19,344	£360,668	£279,298



**THE HAEMOPHILIA SOCIETY****BALANCE SHEET****AS AT 31<sup>ST</sup> MARCH 2010**

	Notes	31 <sup>st</sup> March 2010		31 <sup>st</sup> March 2009	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	11		9,872		11,389
Investments	12		95,071		82,782
			<u>104,943</u>		<u>94,171</u>
<b>CURRENT ASSETS</b>					
Debtors	13	141,375		55,177	
Cash at Bank and in hand		<u>172,772</u>		<u>180,494</u>	
		314,147		235,671	
<b>CREDITORS:</b> Amounts falling due within one year					
Creditors	14	<u>(58,422)</u>		<u>(50,544)</u>	
<b>NET CURRENT ASSETS</b>			255,725		185,127
			<u>£360,668</u>		<u>£279,298</u>
<b>FUNDS</b>					
Unrestricted General Funds	15		220,249		93,016
Designated funds	15		-		-
Local Group funds	15		48,709		46,522
Restricted funds	16		72,366		120,416
Endowed funds	17		19,344		19,344
			<u>£360,668</u>		<u>£279,298</u>

Approved by the Board of Trustees on 15<sup>th</sup> September 2010 and signed on its behalf by:

<b>GRO-C</b>
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Elizabeth Rizzuto, Chair

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

Company Registration Number 01763614

**THE HAEMOPHILIA SOCIETY**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010**

**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 31<sup>ST</sup> MARCH 2010**

**1. 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**

£70,000 was received under section 64 Charitable Grants from the Department of Health, £30,000 Core grant and £40,000 Project Grant. £100,000, the first of five yearly capacity building grants, was also received.

	<b>2010</b>	<b>2009</b>
	£	£
Core Grant	30,000	30,000
Grant for Children's Projects	40,000	30,000
Scottish Department of Health	-	10,000
Capacity Building Grant	100,000	-
	<u>£170,000</u>	<u>£70,000</u>

**THE HAEMOPHILIA SOCIETY**  
**NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010**

**3. OTHER GRANTS AND DONATIONS**

	<b>2010</b>	<b>2009</b>
	£	£
Trust Income	77,547	89,921
Corporate Income	178,809	236,167
Donations from Individuals	142,269	107,991
Gift Aid	33,118	32,812
	<u>£431,743</u>	<u>£466,891</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:

	<b>2010</b>	<b>2009</b>
	£	£
Baxter	<u>£16,000</u>	<u>£15,000</u>

**5. LOCAL GROUP ACTIVITIES**

	<b>Local Group Transactions</b>	<b>Head Office Support</b>	<b>Total</b>
	£	£	£
Income	15,615	-	15,615
Expenditure	<u>(13,428)</u>	<u>(4,763)</u>	<u>(18,191)</u>
	2,187	(4,763)	(2,576)
Transfer from Local Groups to Head Office	-	-	-
	<u>£2,187</u>	<u>£(4,763)</u>	<u>£(2,576)</u>

**6. COSTS OF GENERATING VOLUNTARY INCOME**

	<b>2010</b>	<b>2009</b>
	£	£
Fundraising Salary Costs	31,820	57,376
Fundraising Support Costs	<u>35,597</u>	<u>66,365</u>
	<u>£67,417</u>	<u>£123,741</u>

**7. CHARITABLE ACTIVITIES**

	<b>Undertaken Directly</b>	<b>Grant Activities</b>	<b>Support Costs</b>	<b>2010</b>	<b>2009</b>
	£	£	£	£	£
Communication & Campaigning	107,136	-	38,176	145,312	158,894
Information and Advice to members	197,146	-	75,117	272,263	267,695
Tanner Fund Grants	-	2,383	850	3,233	4,398
Research Grants	-	-	-	-	5,603
Children and Family Activities	44,462	-	15,818	60,280	59,357
International Activities	25,148	-	8,692	33,840	34,734
Local Support Groups (See Note 5)	13,428	-	4,763	18,191	30,537
	<u>£387,320</u>	<u>£2,383</u>	<u>£143,416</u>	<u>£533,119</u>	<u>£561,218</u>

**THE HAEMOPHILIA SOCIETY**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010**

**8. SUPPORT COSTS**

	<b>2010</b>	<b>2009</b>
	£	£
Office Overheads	120,483	128,913
Charity Administration	13,433	20,726
Salary Core Costs	57,321	83,567
	<u>£191,237</u>	<u>£233,206</u>

**9. GOVERNANCE COSTS**

Trustee Expenses	9,725	5,099
Audit Fee	4,200	4,614
Accountancy	-	-
Legal and Professional	495	1,466
Support Costs	7,463	9,719
	<u>£21,883</u>	<u>£20,898</u>

**10. STAFF COSTS**

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

	<b>2010</b>	<b>2009</b>
	No.	No.
Direct Charitable	5.5	6
Fundraising	1	1.5
Governance	0.5	1
	<u>7</u>	<u>8.5</u>

The aggregate staff costs were:

	£	£
Salaries	234,701	286,616
National Insurance	23,820	26,997
Employers Pension Contribution	8,480	15,676
	<u>£267,001</u>	<u>£329,289</u>

During the year 11 trustees (2009: 12) received £2,896 (2009: £3,477) reimbursements for travel expenses incurred.

No employees received emoluments greater than £60,000 during the year ended 31<sup>st</sup> March 2010 (2009: none)

**THE HAEMOPHILIA SOCIETY**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010**

**11. TANGIBLE FIXED ASSETS**

	Leasehold Improvements £	Land & Buildings £	Computers and Office Equipment £	Total £
<b>Cost</b>				
At 1st April 2009	9,606	-	48,396	58,002
Additions	-	-	3,722	3,722
<b>At 31st March 2010</b>	<b>£9,606</b>	<b>£-</b>	<b>£52,118</b>	<b>£61,724</b>
<b>Accumulated Depreciation</b>				
At 1 <sup>st</sup> April 2009	3,986	-	42,627	46,613
Charge for the Year	960	-	4,279	5,239
<b>At 31st March 2010</b>	<b>£4,946</b>	<b>£-</b>	<b>£46,906</b>	<b>£51,852</b>
<b>Net Book Values</b>				
<b>At 31st March 2010</b>	<b>£4,660</b>	<b>£-</b>	<b>£5,212</b>	<b>£9,872</b>
<b>At 31st March 2009</b>	<b>£5,620</b>	<b>£-</b>	<b>£5,769</b>	<b>£11,389</b>

**12. INVESTMENTS**

	COIF Investments £	Other Equities £	31 <sup>st</sup> March 2010 £	31 <sup>st</sup> March 2009 £
<b>COIF Investments</b>				
At 1st April 2009	82,602	180	82,782	195,017
Additions	-	271	271	322
Disposals	-	-	-	(90,000)
Gain/(Loss) on Investments	11,952	66	12,018	(22,557)
Carried Forward at 31st March 2010	<b>£94,554</b>	<b>£517</b>	<b>£95,071</b>	<b>£82,782</b>

**13. DEBTORS**

	31 <sup>st</sup> March 2010 £	31 <sup>st</sup> March 2009 £
Debtors	122,646	23,384
Prepayments	18,729	31,793
Accrued Income	-	-
	<b>£141,375</b>	<b>£55,177</b>

**14. CREDITORS**

Trade Creditors	18,960	19,596
Accruals	32,395	24,914
Other Tax & Social Security	7,067	6,034
	<b>£58,422</b>	<b>£50,544</b>

**THE HAEMOPHILIA SOCIETY**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010**

**15. UNRESTRICTED FUNDS**

	Balance 01.04.09 £	Incoming £	(Outgoing) £	Gains/ (Losses) £	Transfer Between Funds £	Balance 31.3.10 £
Local Groups	46,522	15,615	(13,428)	-	-	48,709
General Funds	93,016	393,160	(277,945)	12,018	-	220,249
	<u>£139,538</u>	<u>£408,775</u>	<u>£(291,373)</u>	<u>£12,018</u>	<u>£-</u>	<u>£268,958</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 31<sup>ST</sup> MARCH 2010**

**16. RESTRICTED FUNDS**

	Balance 01.04.09	Incoming	(Outgoing)	Transfer between funds	Balance 31. 3.10
	£	£	£	£	£
Scottish Development Project	15,892	18,321	(18,296)	-	15,917
Twinning Project	2,066	5,798	(3,817)	-	4,047
Women and Bleeding Disorders	7,077	-	(6,253)	-	824
Children & Families	19,358	45,111	(49,553)	-	14,916
Core Membership and Info Services	-	28,035	(28,035)	-	-
Awards	484	-	-	-	484
India Child Appeal	90	14,265	(14,010)	-	345
Inhibitors	9,212	28,510	(28,438)	-	9,284
Health & Independence	10,513	-	(10,349)	-	164
Tanner Fund	-	1,000	(200)	-	800
Tanner Fund (Inhibitors)	4,397	-	(2,183)	-	2,214
Website	14,200	-	(14,200)	-	-
Get Involved Get The Best	13,525	4,180	(3,427)	-	14,278
Physiotherapy Clinics	18,862	644	(14,861)	-	4,645
AGM Conference	2,715	9,000	(11,715)	-	-
Sponsored Cycle Ride	1,144	-	(374)	-	770
Birchgrove Bench & Bulbs	421	2,840	(3,000)	-	261
Memorial Service	460	874	(462)	-	872
Cornwall and Devon	-	200	(155)	-	45
ACTIVATE	-	11,232	(11,232)	-	-
Local Group Forum Event	-	2,500	-	-	2,500
Department of Health	-	100,000	(100,000)	-	-
Luther Pendragon (Gift in Kind)	-	16,000	(16,000)	-	-
	<u>£120,416</u>	<u>£288,510</u>	<u>£336,560</u>	<u>£-</u>	<u>£72,366</u>

***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 information and training.

***Women and Bleeding Disorders***

The Society has been raising funds for a service to provide information and support for 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, adventure holidays, information and support.

***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.



## THE HAEMOPHILIA SOCIETY

### NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)

FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010

#### 16. RESTRICTED FUNDS (Continued)

##### ***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.

##### ***Howard Abrahams 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 Abrahams 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.

##### ***Health & Independence***

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

##### ***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.

##### ***Sponsored Cycle Rides***

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

**THE HAEMOPHILIA SOCIETY**

**NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010**

**16. RESTRICTED FUNDS (Continued)**

***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.

***Cornwall and Devon***

Funds to support the formation and activities of the Cornwall and Devon raised by the group and held by the Society.

***Activate***

Funds provided by the MacFarlane Trust to provide activities and support for those affected by bleeding disorders and HIV.

***Local Group Forum Event***

Funds provided for an event to provide support and information for Local Group officers.

***Department of Health***

A capacity building grant to support the Society's activities in providing support and information for those affected by 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 Howard Abraham 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**

	<b>Fixed Assets</b>	<b>Net Current Assets</b>	<b>Total</b>
	£	£	£
Endowed Funds	19,344	-	19,344
Restricted Funds	-	72,366	72,366
Unrestricted Funds	85,598	134,651	220,249
Designated Funds	-	-	-
Local Group Funds	-	48,709	48,709
	<u>£104,942</u>	<u>£255,726</u>	<u>£360,668</u>

**THE HAEMOPHILIA SOCIETY****NOTES FORMING PART OF THE FINANCIAL STATEMENTS (Continued)****FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2010****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 2010 the Society had annual commitments under operating leases as set out below. The figures stated are the amounts payable in the following year.

	<b>31<sup>st</sup> March 2010</b>		<b>31<sup>st</sup> March 2009</b>	
	<b>Land and Building</b>	<b>Other</b>	<b>Land and Building</b>	<b>Other</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Operating Leases that expire:				
Within one year	-	-	-	-
In the second to fifth years	29,734	6,025	60,952	5,929
	<u>£29,734</u>	<u>£6,025</u>	<u>£60,952</u>	<u>£5,929</u>

The Land and Buildings commitment represents the lease on the Petersham House premises which was renegotiated during the year. The above commitment represents twelve months Service Charge and three months rent as the first nine months of 2010/11 are rent free under the terms of the new agreement.