

The Healthcare Play Specialist Education Trust

Registered Charity number 292218

**Trustees Report
&
Financial Statements**

Year ended 30th September 2021

The Healthcare Play Specialist Education Trust
Registered Charity number 292218
Trustees Report & Financial Statements
Year ended 30th September 2021

Contents

	Pages
Charity Information	1
Trustees Report	2-7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance sheet	10
Notes to the Accounts	11
Income & Expenditure Account	12

The Healthcare Play Specialist Education Trust

Registered Charity number 292218

Charity Information

Registered Charity Name The Healthcare Play Specialist Education Trust

Charity Number 292218

Trustees

Rhonda Alexander	
Christina Clegg	Chair
Joy Clapham	Vice Chair
Aimee Coltman	
Frances Barbour	
Judith Dibble	
Irene O'Donnell	
Emma Eardley	
Catherine Gardner	
Norma Jun-Tai	
Janet Morris	
Laila Paulsen-Becejac	
Lee Pryor	
Lynn Ann Randall	
Richard Spicer	Treasurer
Tracy Sutherland	
Alison Tonkin	Secretary
Nicola Voos	

Correspondence Address Box 205
44-46 Morningside Road
Edinburgh EH10 4BF

Independent Examiner C Veasey ACA MAAT
Edward Thomas Peirson & Sons
Chartered Accountants
21 The Point
Market Harborough
Leicestershire LE16 7NU

Principal Office 155 Portland Crescent
Stanmore
Middlesex HA7 1LR

Bankers National Westminster Bank Plc
4/6 Grove Street
Wilmslow
Cheshire SK9 1EE

The Healthcare Play Specialist Education Trust
Registered Charity number 292218
Trustees Annual Report

Year ended 30th September 2021

The trustees have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 30th September 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown on the schedule of Charity Information on page 1 of this report.

THE TRUSTEES

The trustees who, unless otherwise stated, served the charity during the period and up to the date of this report were as follows:

Rhonda Alexander	
Christina Clegg	Chair
Joy Clapham	Vice Chair
Aimee Coltman	
Frances Barbour	
Judith Dibble	
Irene O'Donnell	
Emma Eardley	
Catherine Gardner	
Norma Jun-Tai	
Janet Morris	
Laila Paulsen-Becejac	
Lee Pryor	
Lynn Ann Randall	
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The Healthcare Play Specialist Education Trust
Registered Charity number 292218
Trustees Annual Report (continued)

Year ended 30th September 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Healthcare Specialist Education Trust (HSPET) is a registered charity (Number 292218) and is governed by a trust deed. The trust was established under a trust deed dated 25th June 1985 which was amended by deeds of variation dated 19th May 1994, 26th July 2006 and 29th January 2014.

Organisation

The charity is governed by its trust deed which specifies that there must be a minimum of fifteen and a maximum of twenty four trustees.

Trustees must be appointed for a term of three years or less by resolution of the Trustees passed at a Special Meeting and may stand for re-appointment for a further period of three years. In exceptional circumstances a trustee may be allowed to exceed the six year maximum where this is deemed to be in the best interest of the Trust.

The Board is required to meet at least two times a year and in practice meets four times a year.

OBJECTIVES AND ACTIVITIES

Principal activity

The charity's principal activity is to advance education with particular reference to the study of developmental and therapeutic play, including psycho-social care, in hospital of children and their families. Registration of those who have successfully completed an approved course, and those on the register who meet the continuous professional development standards for re-registration.

Investment Powers and Restrictions

Investments are held for the long term generation of income. The charity will not knowingly invest in securities that do not accord with its principles.

Year ended 30th September 2021

ACHIEVEMENTS AND PERFORMANCE

As with last year COVID-19 has had an ongoing impact on the work of the Board, with both some positive outcomes and challenges as we supported registrants working in healthcare settings and students entering the profession.

We have worked closely with registrants and posted news updates online, based on information from NHS England and Public Health England and the advice they have provided to practitioners. We have advised registrants to work closely with their employers and to follow all local policies and guidelines. As with the first lockdown during the second and third phase of the lockdown pandemic many registrants worked in areas or roles outside of their registrant core role, as defined in local major incident plans. We advised registrants that their registration would be maintained during this period.

Nearly all study leave was cancelled along with many conferences and courses.

First and second year students had some placements suspended and disruption to studies, the colleges continued with to a blended learning model. All students had to complete all the academic studies and clinical practice hours before they could graduate and enter the HPSET Public Register. All students successfully completed all elements of the course, as they showed commitment and worked with new ways of working and accessing the classroom.

Some registrants worked in adult areas when their wards were converted for short periods of time into COVID RED wards, with Consultant's and adult nurses wanting to continue the working relationship with the Health Play Specialist, as they saw a difference in the response of patients to their work and interventions. Children's wards are now themselves seeing a significant increase in number of Covid related cases they are dealing with in patience.

The Return to Practice Programme has been re-written and was published in December 2020. The Mentor Training Programme has been re-written and was published in December 2020.

The HPSET Board continued to meet via ZOOM meetings on a fairly regular basis and for shorter periods of time often in smaller group digitally online. The work of the board has progressed and savings have been made as a result. The cost of travel, accommodation, room hire and lunch has been removed for this period of time. We will review the meeting structure and have limited face to face meetings post all COVID 19 restrictions being removed hopefully in the next trust year.

The second year of the new online Audit Profile submissions was successfully completed. Over 200 profiles were submitted, marked and feedback provided to registrants. The standards of the profile have been raised and samples added to the website.

The Healthcare Play Specialist Education Trust
Registered Charity number 292218
Trustees Annual Report (continued)

Year ended 30th September 2021

FINANCIAL REVIEW

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting for Charities' issued in October 2019 in preparing the annual report and financial statements of the charity.

Results for the year

Financially there was a surplus of £11,975 (2020: -£493) in the net movement of funds for the year.

The main sources of income continued to be in indexation and re-registration fees.

Reserves Policy

The trustees aim to retain unrestricted reserves equivalent to at least twelve months of forecasted expenditure. As at 30th September 2021 unrestricted reserves amounted to approximately 57 months of expenditure (2020: 36 months), based upon expenditure incurred during the year.

PLANS FOR FUTURE

Unfortunately, just as last year we did not meet all our targeted areas of work during the last financial year due to COVID 19 and the need to focus on supporting and advising the profession. We will continue to develop our work plans.

Budget setting for 2021/22 was a challenge, as we were unable to accurately predict again how many students would enrol for the course. We were however again pleased with the number of students that did enrol this year eventually which can again be directly linked to the new Higher Apprenticeship Awards.

We continue to invest in the website to maintain its functionality and security. Our online training packages have been uploaded throughout last and this year as an ongoing resource available for our members.

Progress on the merger of HPSET and the National Association of Play Specialist (NAHPS) has been slow and as with most things interrupted by COVID-19. The task on receiving initial legal advised from Birketts as emerged to being more complicated than originally thought and because of this we have now appointed them to work with both organisation over the next year to hopefully completed the task by late 2022.

The Healthcare Play Specialist Education Trust
Registered Charity number 292218
Trustees Annual Report (continued)

Year ended 30th September 2021

PLANS FOR FUTURE (continued)

Work continues again slowly to build the case for membership of the Professional Standards Authority (PSA) as this year we have decided to focus main our energy on the proposed merger.

The focus of the Board for 2022 will be:

- the merger with NAHPS and the formation of the new charity and its structures and financial management.
- Gathering evidence for the PSA application which will take another 3 years to complete.
- To engage with the profession.
- To update and review current systems and processes to ensure we are PSA compliant.
- To be financially secure and aware that we are working in a challenging and changing environment.

The Healthcare Play Specialist Education Trust
Registered Charity number 292218
Trustees Annual Report (continued)

Year ended 30th September 2021

RESPONSIBILITIES OF THE TRUSTEES

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year. Under that law trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing these 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
- * Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved and signed on behalf of the trustees

Mrs Christina Clegg
Chair

25-Nov-21

The Healthcare Play Specialist Education Trust
Registered Charity number 292218

Independent Examiner's Report to the Trustees of The Healthcare Play Specialist Education Trust

I report on the accounts of the Healthcare Play Specialist Education Trust (charity number 292218) for the year ended 30th September 2021, which are set out on pages 8 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('The Charities Act') and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

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

Independent examiner's statement

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

1. Which gives me reasonable cause to believe that in, any material respect, the requirements
 - * to keep accounting records in accordance with section 130 of the Charities Act; and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Edward Thomas Peirson & Sons
Chartered Accountants
21 The Point
Market Harborough
Leicestershire LE16 7NU

C Veasey ACA MAAT
18th February 2022

The Healthcare Play Specialist Education Trust
Registered Charity number 292218
Statement of Financial Activities
Year ended 30th September 2021

	<u>2021</u>			<u>2020</u>
	Unrestricted funds	Restricted funds	Total	Total
	£	£	£	£
Incoming resources				
Investment income	138	-	138	709
Bank interest receivable	2	-	2	14
Charitable trading activities	30,793	-	30,793	24,149
Other incoming resources	-	-	-	100
Total unrestricted income	30,933	-	30,933	24,972
Resources expended				
Charitable activities	1,846	-	1,846	1,248
Governance costs	714	-	714	5,300
Office expenses	15,780	-	15,780	18,317
Financial costs	618	-	618	600
Total expenditure	18,959	-	18,959	25,466
Net movements in funds for the year	11,975	-	11,975	(493)
Total funds brought forward	79,531	-	79,531	80,024
Total funds carried forward	91,506	-	91,506	79,531

There were no recognised losses for 2020 or 2021 other than those included in the financial statements.

The Healthcare Play Specialist Education Trust
Registered Charity number 292218
Balance sheet as at 30th September 2021

	Note	<u>2020</u>		<u>2019</u>	
		£	£	£	£
Fixed Assets					
Investment - Income Bond	2		53,000		53,000
Current Assets					
Cash at bank and in hand		<u>39,724</u>		<u>27,131</u>	
		<u>39,724</u>		<u>27,131</u>	
Current Liabilities					
Accruals		<u>1,218</u>		<u>600</u>	
		<u>1,218</u>		<u>600</u>	
Net Current Assets			38,506		26,531
Total Assets less current liabilities			<u><u>91,506</u></u>		<u><u>79,531</u></u>
Capital					
Unrestricted Funds			<u><u>91,506</u></u>		<u><u>79,531</u></u>

Approved by the trustees on 25 November 2021

and signed on their behalf by:

Mrs Christina Clegg
Chair

Mr Richard Spicer
Treasurer

The Healthcare Play Specialist Education Trust

Registered Charity number 292218

Notes to the accounts for the year ended 30th September 2021

1 Accounting policies

1.1 Basis of preparation of accounts

These accounts are prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note to the accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Charities Act 2011.

1.2 Investment

All investments are in National Saving bonds and valued at cost

1.3 Income

Voluntary income and donations are accounted for as received by the charity. No permanent endowment have been received in the period.

1.4 Value Added Tax

Value added tax is not recoverable by the charity.

2 Investment - Income Bond

	2021	2020
	£	£
Historical cost	<u>53,000</u>	<u>53,000</u>
Market value	<u>53,000</u>	<u>53,000</u>

The Income Bonds are held with National Savings and Investments and currently pay 1.15% interest per annum.

3 Employees

The charity has no employees.

4 Transactions with trustees and related parties

None of the trustees have been paid any remuneration from the charity. Trustees are reimbursed for expenses incurred attending meetings and undertaking duties related to their duties as trustees as authorised by the governing trust deed.

	<u>2021</u>	<u>2020</u>
	£	£
Trustee expenses and costs.	<u>714</u>	<u>4,182</u>
	<u>714</u>	<u>4,182</u>

The Healthcare Play Specialist Education Trust
Registered Charity number 292218
Income and expenditure account
Year ended 30th September 2021

	<u>2021</u>		<u>2020</u>	
	£	£	£	£
INCOME				
Investment	140		723	
Charitable activities	30,793		24,149	
Refunds	-		-	
Other income	-		100	
	<u> </u>	30,933	<u> </u>	24,972
EXPENDITURE				
Governance costs				
Hire of room	-		1,118	
Trust board costs	714		4,182	
	<u>714</u>		<u>5,300</u>	
Office expenses				
Office expenses	855		816	
Office fees	9,600		8,601	
Bank charges	253		245	
Website	5,073		8,655	
	<u>15,780</u>		<u>18,317</u>	
Other costs				
Insurance	1,846		1,148	
Prize	-		100	
	<u>1,846</u>		<u>1,248</u>	
Financial costs				
Independent examination	618		600	
	<u>618</u>		<u>600</u>	
		18,959		25,465
(DEFICIT) FOR THE YEAR		<u><u>11,975</u></u>		<u><u>(493)</u></u>