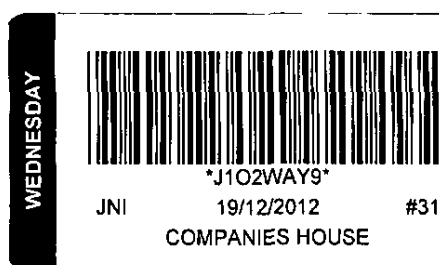


**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**  
**Annual report**  
**for the year ended 31 July 2012**



**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

**Annual report for the year ended 31 July 2012**

	Pages
Reference and administrative details of the charity	1
Trustees' report	2 - 11
Independent auditors' report	12 - 13
Statement of financial activities	13
Note of historical cost profits and losses	14
Balance sheet	15
Cash flow statement	16
Notes to the financial statements	17 - 31

# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

1

## **Reference and administrative details of the charity**

### **Patron**

His Grace the Duke of Abercorn KG

### **Trustees/Directors**

Professor Roy Spence OBE (Chairman) & (Chairman, Research Advisory Panel)  
Mr Boyd Carson (Honorary Treasurer) & (Chairman, Finance & Policy Committee)  
Dr Jim Birnie  
Dr Terry Maguire  
Mr John Curran  
Mr Geoff Hill  
Ms Alison Porter (Resigned 23<sup>rd</sup> July 2012)  
Dr Andrew Gilliland  
Mr John Leckey  
Lady Christine Eames  
Ms Julieann Tsang  
Dr Trevor Morrow  
Ms Breda Teahan

### **Company Secretary**

Mrs Roisin Foster

### **Senior Management Team**

Chief Executive - Mrs R Foster  
Head of Administration - Mrs P Barrett  
Head of Appeals & Marketing - Mrs J Savage  
Head of Cancer Prevention - Mr G McElwee  
Head of Care Service - Mrs E Atkinson

### **Registered office/Principal office**

40-44 Eglantine Avenue  
Belfast  
BT9 6DX

### **Independent auditors**

PricewaterhouseCoopers LLP  
Chartered Accountants and Statutory Auditors  
Waterfront Plaza  
8 Laganbank Road  
Belfast  
BT1 3LR

### **Solicitors**

Cleaver Fulton Rankin  
50 Bedford Street  
Belfast  
BT2 7FW

### **Investment managers**

Cunningham Coates Limited  
19 Donegall Street  
Belfast  
BT1 2HA

### **Bankers**

Danske Bank Limited  
Donegall Square West  
Belfast  
BT1 6JS

### **Charity number**

XN 48265

# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

2

## **Trustees' report for the year ended 31 July 2012**

The Directors present their report, together with the financial statements of the charity for the year ended 31<sup>st</sup> July 2012. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum & Articles of Association, the Charities Act 1993 and the Statement of Recommended Practice: Accounting and Reporting by Charities 2005.

### **STRUCTURE, GOVERNANCE & MANAGEMENT**

#### **Directors & Organisational Structure**

In May 2012, the Trustees of the Ulster Cancer Foundation decided to change the name of the charity to Cancer Focus Northern Ireland. This change aims to broaden the appeal and impact of the organisation, but does not make any material change to the legal status, mission or structure of the charity. There have been no changes to the Revenue & Customs Number XN48265 nor the Company Registration Number.

Cancer Focus Northern Ireland is a Company Limited by Guarantee and not having a share capital constituted under the Companies Act 2006 and is a registered charity, number XN48265.

The Memorandum & Articles of Association allows for at least 5 and not more than up to 18 directors to be appointed. Trustees serve for a term of 4 years, at the end of which they may be appointed to serve for a further 4 years. All Directors must retire after 8 years' service with the exception of the Chairman or the Treasurer who may remain in office if the majority of the remaining Trustees deem it in the best interests of the charity to do so.

The Memorandum & Articles of Association are reviewed on an annual basis to ensure that our governance arrangements are appropriate and effective.

When new directors are appointed they are given an introduction to the work of Cancer Focus Northern Ireland, with the information they need to fulfil their roles, which includes information about the role of directors, company, trustee and charity law.

At the quarterly directors' meeting (Council), the directors agree the broad strategy of Cancer Focus Northern Ireland and monitor all the activities of the charity. Each director takes collective responsibility for monitoring the work of Cancer Focus Northern Ireland. There are 4 main sub-committees established to assist the Council; namely the Finance & Policy Committee, Human Resources & Remuneration Sub-Committee, the Research Advisory Panel and the Services Advisory Panel. Each sub-committee must include at least one director and each committee reports on activities and makes recommendations to Council.

The charity's Chief Executive is responsible for the day to day operation of the charity, manages the staff of the charity on behalf of the directors and is also the Company Secretary.

Cancer Focus Northern Ireland is a member of the International Union Against Cancer, Association of European Cancer Leagues, Association of Medical Research Charities and works as Action on Smoking & Health (Northern Ireland). The charity also works closely with a wide range of partner organisations and umbrella bodies.

#### **Risk Management**

The charity's directors and senior management team have considered the major risks to which the charity is exposed and have reviewed those risks and established systems and procedures to manage those risks.

Major risks are identified and ranked in terms of their potential impact and likelihood. Major risks, for this purpose, are those that may have a significant effect on the charity.

- Governance & Management
- Finance
- Operations
- External Factors
- Legal & Regulation Compliance

Risks are reviewed on an annual basis to ensure that adequate systems and procedures are in place. Where appropriate, risks

# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

3

## **Trustees' report for the year ended 31 July 2012 (continued)**

are covered by insurance.

In assessing risk, our directors recognise that some areas of our work require the acceptance and management of risk, if our key objectives are to be achieved.

The directors and senior management team are involved in managing the areas of higher risk on an ongoing basis through the implementation of our Strategic and Operational Plans.

### **Objectives & Activities**

The objectives of the charity, according to the Memorandum & Articles of Association are:

“For the public benefit and primarily within Northern Ireland to support and further the control of cancer and allied diseases and to alleviate trauma, pain and suffering there-from and in particular, to provide caring services and information for patients with cancer, their families and all concerned both for them and about cancer to fund internationally competitive, high quality research into the causes, treatment and prevention of cancer to reduce the incidence of cancer and promote its early diagnosis and treatment, and to raise professional and public awareness of cancer issues and influence policy makers to improve cancer services and public health policy”.

### **Mission Statement**

Cancer Focus Northern Ireland is a local charity that helps to save lives and enhance the quality of life of everyone affected by cancer through care services, research, prevention, public campaigns and advocacy.

The activities carried out by Cancer Focus Northern Ireland, as outlined in our Strategic Plan 2010-2015, can be broadly categorised into the following programmes:

#### **Care Services**

Aim: To provide a range of care services and information to meet the needs of all those affected by cancer.

#### **Cancer Research**

Aim: To promote and support internationally competitive, high quality research into the causes, treatment and prevention of cancer.

#### **Cancer Prevention**

Aim: To reduce the risk of developing cancer and promote its early diagnosis.

#### **Campaigning & Advocacy**

Aim: To raise professional and public awareness of cancer issues and influence policy makers to improve cancer services and public health policy.

### **Strategic and Operational Planning**

During 2010, following extensive consultation with stakeholders, Cancer Focus Northern Ireland developed a Strategy for 2010-2015. The particular pressures associated with strategic planning in an uncertain environment were acknowledged and the following strategic goals were agreed.

That by 2015, Cancer Focus Northern Ireland will have:

- A robust governance framework compliant with legislation, the regulatory environment and best practice
- A corporate identity with high impact reflecting the heart and ethos of Cancer Focus Northern Ireland
- Implemented a programme of targeted cancer prevention campaigns in prioritising those whom research shows to be at highest risk of cancer
- Made progress towards the achievement of Cancer Focus Northern Ireland's vision for a tobacco-free Northern Ireland
- Increased the profile of cancer issues among the public, professionals and decision-makers to increase knowledge, change attitudes and behaviour, and improve cancer services and health policy

# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

4

## **Trustees' report for the year ended 31 July 2012 (continued)**

- Further developed the Centre of Excellence model prioritising services in touch with the aspirations of people living with cancer, reaching more communities and targeting marginalised groups
- Maximised income available to fund frontline work
- Developed the potential of our network of shops
- Invested in the management and development of the people responsible for the delivery of our work
- Effectively managed our resources, ensuring compliance with best practice in accounting procedures and evidencing best value in expenditure
- Maximised the impact of investment in research
- Excellence in internal and external communication

Annual Objectives for the current planning period were drawn up. The Chief Executive and Senior Management Team report twice a year to the Trustees on the progress made towards achieving the organisation's strategic goals and operating objectives.

### **Grant Making Policy**

Cancer Focus Northern Ireland invites applications for cancer research grants from Queen's University Belfast (Centre for Cancer Research and Cell Biology (Oncology)), the University of Ulster (Faculty of Life & Health Sciences) and the Northern Ireland Cancer Registry. Proposals are independently peer reviewed and assessed in detail against the scientific research criteria established by the Research Advisory Panel and the Board. The organisation's Policy Statement on Research Funding is currently under review and will be ratified before the next call for proposals in Spring 2012.

The Research Advisory Panel receives the proposals and annual progress reports each Spring and makes recommendations to the Board of Directors each June.

Research Grants are funded on a 3 year programme grant basis and the continuation of the grant within that term is subject to a satisfactory annual progress report. Grant recipients are required to present this report annually before the Research Advisory Panel to answer questions on scientific progress or direction.

The Board of Directors carried out a strategic review of Research Funding during 2010, developing a research investment strategy to maximise the impact of the funds invested in research. On the basis of this review, a decision was made to disinvest from an open-ended programme grant to Queen's University, Belfast and to invest instead in a 4 year Research Fellowship at Queen's.

### **Contribution of Volunteers**

Volunteers freely offer their time, experience, skills and knowledge to help Cancer Focus Northern Ireland fulfil our mission and goals. Volunteer roles are varied and include driving cancer patients for treatment, raising funds, working in our shops, administrative duties and participating in health fairs or other public awareness events. During the current year, 305 volunteers contributed over 26,505 hours in a diverse range of roles to further the organisation's work across Northern Ireland. This is equivalent to 16 full-time staff members and greatly enhances the impact of our work.

The Trustees of Cancer Focus Northern Ireland are very grateful to everyone who volunteered during the year and supported the organisation's work with commitment and enthusiasm.

### **Achievements & Performance**

2011/2012 will:

*Objective 1: A robust governance framework compliant with legislation, the regulatory environment and best practice*

The Memorandum and Articles of the organisation were revised in light of best practice to be agreed by Special Resolution in October 2011. All directors received training in the role and legal responsibilities of charity Trustees. In September 2012, the Board established a sub-committee for Human Resources & Remuneration. The charity's risk assessment was reviewed and updated.

# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

5

## **Trustees' report for the year ended 31 July 2012 (continued)**

*Objective 2: A corporate identity with high impact reflecting the heart and ethos of the organisation*

In 2011/12, the Trustees invested a portion of the charity's reserves in developing a new corporate identity for the organisation. In May, the Ulster Cancer Foundation was re-launched as Cancer Focus Northern Ireland with a new logo and updated visual identity. This decision was made after extensive consultation and is considered by the Trustees as a necessary investment in

the future of the organisation. The charity's website has been redesigned to make it more accessible and all our printed materials have been redesigned. The charity's Care Services and Cancer Prevention Services have been presented in 2 new brochures called Living Well and Keeping Well. As part of the transition to the new identity, a brief history of the organisation, The Journey So Far, was produced for the re-launch.

*Objective 3: Implemented a programme of targeted cancer prevention campaigns in prioritising those whom research shows to be at highest risk of cancer*

Over the past year, Cancer Focus Northern Ireland's cancer prevention programmes reached 64,418 people which was an increase of 6.6% on 2010/11.

1,425 people have benefitted from the Man Alive Project funded by a grant from the Big Lottery Fund to bring cancer prevention messages to marginalised communities in the Southern Trust area. This work was presented at the European Cancer Leagues' Conference in Rome in May 2012.

Cancer Focus Northern Ireland offers a comprehensive schools education package delivering a range of healthy lifestyle messages which are both age appropriate and linked to the Northern Ireland Revised Curriculum.

7,950 nursery school children benefitted from the Genevieve Project which focuses on healthy eating and physical activity for early years. 1,800 primary school children took part in Fit Factor sponsored by LIDL providing education on healthy eating and physical activity for Primary 3/4.

Cancer Focus Northern Ireland participated in over 150 health fairs reaching 4,700 people and provided health promotion sessions to 1,481 people at their place of work. A further 9,000 people visited the Cancer Focus Northern Ireland stand at the Balmoral Show for advice on reducing cancer risk. As part of Men's Health Week in June 2012, we organised a conference attended by over 100 men at the North South Ministerial Headquarters in Armagh with a keynote address by Health Minister Edwin Poots.

During the year, Cancer Focus Northern Ireland co-chaired the Public Health Agency's Skin Cancer Implementation Group.

*Objective 4: Made progress towards the achievement of Cancer Focus Northern Ireland's vision for a tobacco-free Northern Ireland*

Cancer Focus Northern Ireland continues to provide a pilot Smoker's Helpline for smokers who want to quit. Over the past year, 1,341 contacted the quit line. 29,004 Primary 6 and 7 children participated in Cancer Focus Northern Ireland's Smokebusters Campaign. 740 people used our Smoking Cessation Service and Cancer Focus Northern Ireland staff provided specialist training to 160 smoking cessation advisors.

Campaigning to reduce the impact smoking has on our community, continued to feature strongly in our campaigning and inter-agency working. Over the past year, Cancer Focus Northern Ireland has campaigned for the removal of point of sale advertising and vending machines, smoke-free cars and homes and the introduction of plain packaging of tobacco products and the registration of retailers.

Cancer Focus Northern Ireland sits on and co-chairs a sub group of the Public Health Agency's Implementation Group for Northern Ireland's Tobacco Control Strategy. We co-ordinated ASH(NI) in liaison with ASH groups in other jurisdictions and facilitated No Smoking Day in 2012.

*Objective 5: Increased the profile of cancer issues among the public, professionals and decision-makers to increase knowledge, change attitudes and behaviour, and improve cancer services and health policy*

Cancer Focus Northern Ireland facilitated 6 meetings of the All Party Group on Cancer. This included the groups AGM and information and discussion sessions on access to cancer drugs, skin cancer, cancer trends over the past 10 years, plain

# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

6

## **Trustees' report for the year ended 31 July 2012 (continued)**

packaging for tobacco products, and cancer control and patient support in Europe with the European Cancer League.

Throughout the year we organised a series of public campaigns on Access to Cancer Drugs, Breast Cancer, Bowel Cancer, Skin Cancer, New Year - New You, Healthy School Lunch Boxes, Men's Health, Oral Cancer and Lung Cancer.

As co-ordinator of the Sunbeds Working Group our research, training, media and advocacy work were key to the introduction of sunbeds legislation in April 2012.

*Objective 6: Further developed the Centre of Excellence model prioritising services in touch with the aspirations of people living with cancer, reaching more communities and targeting marginalised groups*

As part of rebranding, all of our care services were summarised in a brochure Living Well with a cancer diagnosis. During the year, over 4,000 people were supported by Cancer Focus Northern Ireland patient support services.

977 Helpline calls were handled; 2,382 Counselling Sessions held in the Belfast Cancer Centre, Craigavon Area Hospital, Altnagelvin, Antrim, Erne and Omagh, with a new community based service established in the South Eastern Trust reaching in total 519 cancer patients. 611 individual Art Therapy sessions were delivered, including some work at patients' bedside; 84 people attended group, open studio and taster art therapy sessions. 7 art journaling workshops were held. 526 women used the specialist Fitting Service. 83 Cancer Support Groups were held attended on average by 24 people each meeting living with cancer. 43 people attended a Living Well weekend in Corrymeela with taster sessions of all of our services. 84 people across Northern Ireland benefitted from Cancer Focus Northern Ireland's Zest for Life, life coaching programme; 45 people attended Recovery Yoga programmes; 143 people took part in walking groups led by trained volunteers. The Cancer Focus Northern Ireland Beauty for Life Service, supported by Clarins, reached over 300 cancer patients. Creative Writing continues to be offered as a group activity in Belfast with plans to extend to other areas in the coming year.

In June 2012 we organised an exhibition of the work of Matthew Knowles who through Cancer Focus Northern Ireland's Art Therapy, created a powerful body of work depicting the impact of his response to his own cancer diagnosis and treatment. Matthew's Amazing Journey was staged at Cancer Focus Northern Ireland's Head Quarters in June 2012 and will start a Northern Ireland tour with a 3 week exhibition to medical students and staff in the Whitla Medical Centre at Queen's University, Belfast.

The Family Support Service supported 170 children living with someone affected by cancer. The CLIMB Programme (Children's Lives Include Moments of Bravery) was organised twice during the year to support children who have a parent or other close relative with a cancer diagnosis. 17 family bereavement groups were held and 78 parent support sessions were held across the year. This work is supported by funding from Children in Need and Danske Bank. An external evaluation of the Family Support Service will be published by the end of 2012. The Family Support Co-Ordinator has also been invited to run training sessions in other organisations.

Senior staff participate in steering groups and workshops within Northern Ireland to further enhance support services for cancer patients. The Head of Department is actively involved in a working group of European Cancer Leagues to improve support services for cancer patients at a European level.

*Objective 7: Maximised income available to fund frontline work*

The charitable work of Cancer Focus Northern Ireland is over 90% funded by public donations and other voluntary sources, and we are deeply indebted to all of the individuals, businesses and other organisations that support our work.

We are very mindful of the challenges in raising funds during a recession and we are pleased to report a 4.5% increase in income this year. In 2011, we invested in community fundraising and saw income increase from £107,110 in 2010/11 to £464,455 in 2011/12. During the year, we made successful bids to be the official charity for the Deep River Rock Belfast City Marathon in 2013, a successful bid for funding from SWARD for a rural development programme in the South West of the province and were awarded a grant of almost £500,000 over 5 years from the Big Lottery Fund to develop a cancer awareness / prevention programme for older people in partnership with Oaklee Homes Group. The impact of these successes will be reflected in the accounts for the coming year.

In 2011, Cancer Focus Northern Ireland was successful in our bid to be Danske Bank's nominated charity. In December 2011, the bank presented Cancer Focus Northern Ireland with a cheque for £152,627 which included both staff fundraising and



# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

7

## **Trustees' report for the year ended 31 July 2012 (continued)**

matched income of £50,000 from bank resources. They also announced that our relationship as nominated charity would continue for a further year until December 2012.

We continue to be the official charity of LIDL who every year sponsor our Fit Factor Programme in schools, support our events and organise locally based fundraising. This partnership won the Best Corporate Partnership Ulster Grocer Award 2012.

We are also grateful to the continued support of Clarins who provide products for our Beauty for Life Service and for fundraising events, to Medicare who support our Think Pink Campaign and to BT who support our Men's Health Programme.

In 2011/12, we were fortunate to have been nominated as the official charity for Cleaver Fulton Rankin, who are also our solicitors, in support of our Zest for Life Programme.

We are grateful to the many other companies who have supported our work throughout the year and mention specifically Schrader Electronics, B/E Aerospace and Clarehill Plastics who have all adopted us as Charity of the Year.

While we are always indebted to the companies who support us, this year as we rebranded we were particularly grateful to our partners for circulating information and allowing us access to advertising space to help promote our new brand.

### *Objective 8: Developed the potential of our network of shops*

2011/12 has seen considerable investment in our network of shops, both in the fabric of the shops and in their management. Surveys have been carried out on the condition of all of our shops. As a result of this, the shop in Lisburn was closed for safety reasons. During the year, shops in Ballyhackamore, Bangor, Lisburn Road and Finaghy have been fully refurbished in keeping with our new visual identity. A further shop has been acquired on the Lisburn Road in Belfast which will be opened in October 2012. Except where leases are due to expire, the remaining shops will be refurbished in the coming year.

In order to develop the retail business and improve standards, a Retail Consultant was recruited to work with staff throughout the year. New systems for stock acquisition and management have been introduced and a business case drawn up for further rationalising and improvement in this area of work.

### *Objective 9: Invested in the management and development of the people responsible for the delivery of our work*

The Trustees recognise that the effective delivery of programmes to meet Cancer Focus Northern Ireland's charitable objectives depends on the skills, expertise and effective management of our staff and the commitment and support of volunteers. The charity employs 115 people supported by 305 active volunteers at Headquarters and in our services, and 288 volunteers engaged in raising funds.

During the year we introduced a salary scale for the organisation and a Performance Related Bonus System in the Retail Department. We have also held a series of workshops and events to engage all staff members in the planning and decision making processes in the organisation.

Our family friendly workplace policies were recognised by being selected as a finalist in the Northern Ireland Childcare Works Awards.

### *Objective 10: Effectively managed our resources, ensuring compliance with best practice in accounting procedures and evidencing best value in expenditure*

The Finance & Policy Committee met monthly to exercise oversight of the organisation's financial activities. A Best Value Working Group reported to the Senior Management Team on procurement. A procedure for the development and presentation of business cases for proposed development has been introduced and consistently applied. Following a full assessment, a decision has been made to invest in an updated accounts package to allow for closer oversight of income and expenditure on a project by project basis. A first draft of the proposed new format has been drawn up; it is anticipated that the new system will be fully operational by the middle of the 2012/13 financial year.

Through Business in the Community we were fortunate to have had pro bono advice from Equiniti, a leading IT company, on our future IT needs. A report has been received and recommendations are being costed and evaluated. It is recognised that the obsolescence of our current IT system presents unacceptable risk for the charity and during the incoming year, we will need to

# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

8

## **Trustees' report for the year ended 31 July 2012 (continued)**

invest in new IT solutions to meet our needs in the coming years.

### *Objective 11: Maximised the impact of investment in research*

The Trustees and Research Advisory Committee have given considerable attention to the strategic direction of our research funding investment. It is recognised that Cancer Focus Northern Ireland (as Ulster Cancer Foundation) was set up initially to fund cancer research in Northern Ireland, provide education on the causes and symptoms of cancer and provide support to people living with cancer. Throughout the past 43 years we have remained true to this mission and the Trustees are fully committed to continuing to fund leading edge cancer research in Northern Ireland. In that context, a decision was made to replace the open-ended programme grant to the Centre for Cancer Research and Cell Biology at Queen's University, Belfast, with a 4 year fixed term funding for a Research Fellow at Queen's University, Belfast to enable us to support emerging research talent at post-doctoral level. Dr Kienan Savage, whose research is focused on breast cancer, will take up this post in November 2012.

During 2011/12 Cancer Focus Northern Ireland invested £248,160 in research at Queen's University, Belfast, University of Ulster and the Northern Ireland Cancer Registry.

Projects funded in year were:  
*Queen's University, Belfast*

Professor Patrick Johnston's Programme Grant:

*Northern Ireland Cancer Registry*

"Development of a Northern Ireland Colorectal Polyp Register" – Dr Anna Gavin

"Why do Cancer Patients Die in Hospital" : Part II – "What Enables Cancer Patients to Die at Home" - Dr Anna Gavin

*University of Ulster*

"Investigating the Actual and Potential Role of the GP & Primary Health Care Nurse in the Prevention of Cancer : A Mixed Methods Study" - Dr Sinead Keeney, Institute of Nursing Research

"Developing and Evaluating a Self-management Psychosocial Intervention for Men with Prostate Cancer and their Partners – A Feasibility Study" - Dr Eilis McCaughan, Institute of Nursing Research

### *Objective 12: Excellence in internal and external communication*

Our main aim in publicising our organisation and our work is that when individual families are facing the impact of a cancer diagnosis, they are aware that Cancer Focus Northern Ireland is there to support them. It is vital, therefore, that we have a well recognised name and visual identity. During the year, we have invested in that visual identity through rebranding and renaming our charity. We have worked to create a consistent message, reflecting the vibrancy of our organisation. Public campaigns were organised to support cancer prevention initiatives, including Breast Cancer, Bowel Cancer and promoting healthy choices through the New Year, New You Campaign. In addition, the organisation has been at the forefront of a campaign to ensure equity of access to cancer drugs for patients in Northern Ireland.

Publicity for our comprehensive range of fundraising events ensured that the work of Cancer Focus Northern Ireland was represented in regional and local media throughout the year. This also ensures that when people are affected by cancer, they know we are there to help.

Internal communications have been developed in year to ensure that all internal stakeholders were involved and engaged in the rebranding process.

### **Financial Review**

During the year, the charity raised, net of costs, £2,919,829 from the general public and other sources through its fundraising activities and income from shops.

# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

9

## **Trustees' report for the year ended 31 July 2012 (continued)**

As shown in the restricted funds column in the Statement of Financial Activities, £320,500 of income was for particular projects and we still hold £164,497 which will be used as these projects progress.

### **Rebranding**

The charity rebranded during the period and invested in design, consultancy and advertising to promote the new brand and raise public awareness of the charity.

### **Investment Policy**

The directors have the power to invest in such assets as they see fit. The Treasurer is responsible for liaising with the Investment Managers and reporting to the Board at each meeting.

### **Reserves Policy**

The charity has free reserves of around £1,234,304 which represents approximately 6 months unrestricted expenditure on charitable activities. The directors believe that it is prudent to work towards holding 10 months funding and plans to do this over a period of ten years.

The main reason for holding reserves is to ensure that the charity has enough resources to fund the programmes it is supporting and to meet any emergencies that may arise.

### **Plans for the Future**

In preparing for rebranding our organisation, considerable time has been devoted to analysing how the organisation has developed since its founding in 1971. It is encouraging to note that throughout our lifetime, we have been true to our founding mission - to fund locally based leading edge cancer research, provide education on cancer prevention and signs and symptoms and provide support services for people living with a cancer diagnosis. While we may have changed the name and the brand of the organisation, we have not changed its heart, soul or central mission.

In this context, Cancer Focus Northern Ireland will continue to prioritise developing services to meet the expressed needs of our beneficiaries. We will ensure that any developments have clearly identified income streams and that all services are regularly reviewed to ensure they continue to meet need. Efforts will be made to expand community based services working in partnership with other providers where this is feasible.

We acknowledge that all voluntary organisations are facing immense challenges in meeting the needs and expectations of beneficiaries against a background of enduring recession. Throughout the year we will continue to engage in activities to generate funds to fulfil our charitable objectives. The coming year will see a great investment maximising the opportunities presented by being the Official Charity for the Belfast Marathon and the Northern Bank, together with a myriad of events in communities across Northern Ireland.

Despite the difficult funding environment, we anticipate expanding our services due to the Big Lottery Fund grant to develop a cancer awareness / prevention programme for older people, SWARD funding to develop services in rural communities in the South West, an expansion of our contract with the Public Health Agency to deliver Smoking Cessation Services in the South East area as well as Greater Belfast and funding from the Public Health Agency to co-ordinate the implementation of the Department of Health's Strategy on Skin Cancer.

*The first Cancer Focus Northern Ireland Research Fellow will begin a 4 year fellowship to research DNA repair in breast cancer and we will call for new research proposals to meet the research funding priorities agreed by the charity's Trustees.*

The Trustees of Cancer Focus Northern Ireland recognise, therefore, that it will be a challenging and rewarding year and express continued gratitude to all who support and deliver the organisation's work.

### **Statement of trustees' responsibilities**

The trustees (who are also directors of Cancer Focus Northern Ireland for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

10

**Trustees' report for the year ended 31 July 2012 (continued)**

**Statement of trustees' responsibilities (continued)**

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable for that period. In preparing these financial statements, the trustees are required to:

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

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Approved by the directors and signed on their behalf by:



Mrs Roisin Foster  
Company Secretary  
13 November 2012

# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

11

## **Independent auditors' report to the trustees' of Cancer Focus Northern Ireland (a company limited by guarantee)**

We have audited the financial statements of Cancer Focus Northern Ireland for the year ended 31 July 2012 which comprise the Statement of Financial Activities, including the Summary Income and Expenditure Account, the Note of Historical Cost Profit and Losses, the Balance Sheet, the Cash Flow Statement, the Accounting Policies and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

### **Respective responsibilities of trustees and auditors**

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

This report, including the opinions, has been prepared for and only for the charity's members as a body in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and for no other purpose. We do not, in giving these opinions, accept or assume responsibility for any other purpose or to any other person to whom this report is shown or into whose hands it may come save where expressly agreed by our prior consent in writing.

### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 July 2012 and of its incoming resources and application of resources, including its income and expenditure and cash flows, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

12

**Independent auditors' report to the trustees' of Cancer Focus Northern Ireland**  
**(a company limited by guarantee) (continued)**

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

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.



Martin Pitt (Senior Statutory Auditor)  
**For and on behalf of PricewaterhouseCoopers LLP**  
Chartered Accountants and Statutory Auditors  
PricewaterhouseCoopers LLP  
Belfast

21 November 2012

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

13

**Statement of financial activities (including income and expenditure account)**  
**for the year ended 31 July 2012**

	Notes	Unrestricted funds £	Restricted funds £	Total 2012 £	Total 2011 £
<b>Incoming resources/income</b>					
<b>Incoming resources from generated funds</b>					
- Activities for generating funds	2	2,202,283	-	<b>2,202,283</b>	2,052,382
- Investment income	2	28,767	-	<b>28,767</b>	32,632
- Shop income		717,546	-	<b>717,546</b>	681,737
<b>Incoming resources from charitable activities</b>					
- Provision of care services		19,279	-	<b>19,279</b>	46,947
- Cancer prevention programs		36,256	320,500	<b>356,756</b>	365,012
<b>Total incoming resources</b>		<b>3,004,131</b>	<b>320,500</b>	<b>3,324,631</b>	<b>3,178,710</b>
<b>Resources expended/expenditure</b>					
<b>Cost of generating funds</b>					
- Costs of generating income	4	1,248,506	-	<b>1,248,506</b>	1,253,399
- Costs of managing investments for income generation and capital maintenance		-	-	<b>-</b>	1,939
- Shop expenditure		649,583	-	<b>649,583</b>	515,224
<b>Charitable activities</b>					
- Cancer Research and Scientific activities	5	263,892	-	<b>263,892</b>	313,234
- Provision of patient care services	5	743,997	-	<b>743,997</b>	587,332
- Cancer prevention programs	5	250,044	363,908	<b>613,952</b>	585,075
<b>Governance costs</b>		<b>12,500</b>	<b>-</b>	<b>12,500</b>	<b>12,500</b>
<b>Other expenditure - Rebranding</b>		<b>109,489</b>	<b>-</b>	<b>109,489</b>	<b>-</b>
<b>Total resources expended</b>		<b>3,278,011</b>	<b>363,908</b>	<b>3,641,919</b>	<b>3,268,703</b>
<b>Net outgoing resources before recognised gains and losses/net income and expenditure</b>		<b>(273,880)</b>	<b>(43,408)</b>	<b>(317,288)</b>	<b>(89,993)</b>
Unrealised (loss)/gain on revaluation of investment assets	12	(2,145)	-	<b>(2,145)</b>	40,709
Realised gain on disposal of investment assets		2,711	-	<b>2,711</b>	1,345
<b>Net movement in funds</b>		<b>(273,314)</b>	<b>(43,408)</b>	<b>(316,722)</b>	<b>(47,939)</b>
Funds at 1 August 2011		3,027,161	207,905	<b>3,235,066</b>	3,283,005
<b>Funds at 31 July 2012</b>	17-18	<b>2,753,847</b>	<b>164,497</b>	<b>2,918,344</b>	<b>3,235,066</b>

All amounts above relate to the continuing operations of the charity.

The charity has no recognised gains and losses other than those included in the results above, and therefore no separate statement of total recognised gains and losses has been presented.

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

14

**Note of historical cost profits and losses for the year ended 31 July 2012**

	2012	2011
	£	£
Net outgoing resources for the year	(317,288)	(89,993)
Realised gains on disposal of investments	2,711	1,345
<b>Historical cost loss for the year</b>	<b>(314,577)</b>	<b>(88,648)</b>



**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

15

**Balance sheet as at 31 July 2012**

	Notes	2012 £	2011 £
<b>Fixed assets</b>			
Tangible assets	11	1,684,040	1,670,765
Investments	12	470,565	471,941
		<b>2,154,605</b>	<b>2,142,706</b>
<b>Current assets</b>			
Debtors	13	94,384	231,519
Cash at bank and in hand		994,276	1,164,446
		<b>1,088,660</b>	<b>1,395,965</b>
<b>Creditors: amounts falling due within one year</b>	14	<b>(324,921)</b>	<b>(303,605)</b>
<b>Net current assets</b>		<b>763,739</b>	<b>1,092,360</b>
<b>Total assets less current liabilities</b>		<b>2,918,344</b>	<b>3,235,066</b>
<b>Net assets</b>		<b>2,918,344</b>	<b>3,235,066</b>
<b>Income funds:</b>			
<b>Unrestricted funds</b>			
General	17	2,518,131	2,430,576
Designated	17	230,000	588,724
Revaluation reserve	17	5,716	7,861
		<b>2,753,847</b>	<b>3,027,161</b>
<b>Restricted funds</b>	18	<b>164,497</b>	<b>207,905</b>
<b>Total funds</b>		<b>2,918,344</b>	<b>3,235,066</b>

The financial statements on pages 12 to 31 were approved by the Trustees on 13 November 2012 and were signed on its behalf by:



Professor R A J Spence  
Chairman



Mr B Carson  
Honorary Treasurer

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

16

**Cash flow statement for the year ended 31 July 2012**

	Notes	2012 £	2011 £
<b>Net cash outflow from operating activities</b>	21	<b>(128,541)</b>	<b>(12,366)</b>
<b>Returns on investments and servicing of finance</b>			
Interest received		11,414	11,977
Dividend received		17,353	20,655
		<b>28,767</b>	<b>32,632</b>
<b>Capital expenditure and financial investment</b>			
Purchase of tangible fixed assets		(72,338)	(52,531)
Proceeds from sale of investments		43,615	14,088
Purchase of investments		(41,203)	(13,770)
		<b>(69,926)</b>	<b>(52,213)</b>
<b>Net cash outflow before financing</b>		<b>(169,700)</b>	<b>(31,947)</b>
<b>Financing</b>			
Repayment of principal under hire purchase & finance lease agreements		(470)	(8,388)
		<b>(470)</b>	<b>(8,388)</b>
<b>Decrease in cash in year</b>	22 - 23	<b>(170,170)</b>	<b>(40,335)</b>

# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

17

## **Notes to the financial statements for the year ended 31 July 2012**

### **1 Accounting policies**

These financial statements have been prepared on the going concern basis under the historical cost convention, as modified by the revaluation of fixed asset investments, and in accordance with applicable accounting standards including the Statement of Recommended Practice on "Accounting and Reporting by Charities" published in March 2005 and the Companies Act 2006.

The charity has availed itself of and adapted the Companies Act 2006 formats to reflect the special nature of the charity's activities.

#### **Tangible fixed assets**

Tangible fixed assets are capitalised at cost to the charity. In the case of donated assets this is taken to be the estimated value to the charity of the asset. Depreciation is provided on a straight line basis at rates which are sufficient to write them down to their residual value over the estimated useful lives as follows:

Leasehold premises	- 2 - 20%
Equipment, fixtures and fittings	- 10% - 20%
Motor vehicles	- 20%

The Charity will conduct an impairment review when events or circumstances indicate that the carrying amount of the fixed assets may not be recoverable.

#### **Investments**

Investments are stated at mid market value at the balance sheet date. Any realised and unrealised gains and losses on revaluation are shown separately in the statement of financial activities.

#### **Incoming resources**

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

##### **Voluntary income**

Voluntary income received by way of donations and gifts to the charity is included in full in the Statement of Financial Activities when received.

##### **Legacies**

Legacies are recognised when there is entitlement, certainty of receipt and measurability of the legacy. Entitlement to material legacies which are not included are disclosed in the notes.

##### **Grants**

Revenue grants are credited to restricted incoming resources on the earlier date of when they are received or when they are receivable, unless they relate to a specified future period, in which case they are deferred.

Grants for the purpose of capital expenditure are credited to restricted incoming resources when receivable and transferred to unrestricted funds on purchase of assets.

# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

18

## **Notes to the financial statements for the year ended 31 July 2012**

### **1 Accounting policies (continued)**

#### **Income from UCF shops**

Donated goods for resale in charity shops are included as income in the period the goods are sold.

#### **Fundraising income**

Fundraising income is credited to incoming resources when received. If the income relates to a particular event happening after the financial year end it is deferred.

#### **Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under the headings that aggregate all costs related to the category. Expenses including depreciation which cannot be wholly allocated directly to a particular area of the charity's activities are allocated on an agreed percentage basis to cancer research & scientific activities, provision of patient care services, cancer prevention programs and support costs.

#### **Cost of generating funds**

These include the salaries, direct expenditure and overhead costs of staff who promote fund raising, including events and mailings.

#### **Charitable activities**

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to supply them. Support costs are allocated to their relevant activity based on the income received.

#### **Governance costs**

Governance costs include those costs incurred in the governance of its assets which are associated with constitutional and statutory requirements.

#### **Pension costs**

The charity operates a defined contribution scheme for its employees. Contributions are charged to the statement of financial activities in the period to which they relate.

#### **Foreign exchange**

Transactions denominated in foreign currencies are translated at the exchange rate at the date of the transaction. All assets and liabilities denominated in foreign currencies are translated at the rate of exchange at the Balance Sheet or the exchange rate of related foreign exchange contract where appropriate. The resulting gain or loss is dealt with in the statement of financial activities.

#### **Leased assets**

Where assets are financed by leasing agreements that give rights approximating to ownership ('finance leases') the assets are treated as if they had been purchased outright. The corresponding leasing commitments are shown as obligations to the lessor. Depreciation is charged to the profit and loss account on a straight line basis over the shorter of the lease terms and the useful lives of equivalent owned assets. Lease payments are treated as consisting of capital and interest elements and the interest is charged to revenue in proportion to the reducing capital element outstanding.

Rentals under operating leases are charged to revenue as incurred.

**Cancer Focus Northern Ireland  
(formerly known as Ulster Cancer Foundation)  
(a company limited by guarantee)**

19

**Notes to the financial statements for the year ended 31 July 2012**

**1 Accounting policies (continued)**

**Grants payable**

Grants are recognised in the accounts as liabilities after they have been approved by the Trustees even if there are conditions attached to them. This is because there is a valid expectation by the recipients that they will receive the grant.

Where a grant is awarded for a period of greater than one year, future instalments of which are subject to satisfactory reports to the Charity, the future grant instalments are included in commitments but are not recognised in the accounts until satisfactory reports are received. This is because the terms on which these grants are awarded do not create a valid expectation of receipt until the Charity's Trustees are satisfied with the reports received on the use made of the previous year's instalments.

**Value added tax**

The charity is registered for VAT only on its activities in relation to its shops. The rest of the expenditure is either charged to the Statement of Financial Activities or capitalised as part of the cost of the related asset, where appropriate.

**Fund accounting**

The charity has various types of funds for which it is responsible and which require specific disclosure. A definition of the various types of funds is as follows:

**Unrestricted funds**

Funds which are expendable at the discretion of the charity in furtherance of the purpose of the charity. In addition to expenditure on activities such funds may be held in order to finance capital investment and working capital.

**Restricted funds**

Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of overheads and support costs.

**Designated funds**

Designated funds are amounts set aside from unrestricted funds which have been 'earmarked' for particular projects.

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

20

**Notes to the financial statements for the year ended 31 July 2012**

**2 Income**

	Note	2012 £	2011 £
<b>Incoming resources</b>			
<b>Activities for generating funds</b>			
- Donations	3	637,623	694,030
- Legacies	3	268,348	238,163
- Fundraising income		1,296,312	1,120,189
		<b>2,202,283</b>	<b>2,052,382</b>
<b>Investment income</b>			
- Dividend income		17,353	20,655
- Bank interest		11,414	11,977
		<b>28,767</b>	<b>32,632</b>

**3 Activities for generation funds**

	2012 £	2011 £
<b>Donations</b>		
Subscriptions in memoriam	15,520	35,388
Direct mail appeal/Collection boxes	128,729	154,091
Give as you earn	352,774	340,357
Other income	140,600	164,194
	<b>637,623</b>	<b>694,030</b>
<b>Legacies</b>		
Gwendolyn Sullivan	9,000	12,500
Malcolm Ferguson	-	833
William Magee	-	2,370
William Robson Allen	-	30,273
Margaret Cochrane	-	1,000
James Thomas Pake	-	1,000
Joan Ross	-	680
Edna Darragh	-	200
Teresa Josephine Connolly	-	500
Virginia Adams	-	500
Patrick Tully	-	500
Mary Jane Hawthorn	-	488
Ernest William Davis	-	14,704
William Glen Dudgeon	-	250
Edward Johnson Leathem	-	80,000
Margaret Henderson	12,588	11,665
John Tanner	4,586	20,000
Evelyn Lapsley	-	500
<b>Legacies carried forward</b>	<b>26,174</b>	<b>177,963</b>

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

21

**Notes to the financial statements for the year ended 31 July 2012**

**3 Voluntary income (continued)**

	2012 £	2011 £
<b>Legacies brought forward</b>	<b>26,174</b>	<b>177,963</b>
Minnie Bell	-	500
Joan MacGiffin	-	23,000
Gertrude Rebecca McCauley	-	1,000
Harold Martin McCauley	-	1,000
William Robert Alexander Anderson	-	500
Mary Josephine Whyte	-	300
Albert George Small	-	5,000
Miss Adeline Grace O’Ryan	-	26,900
Robert John Thompson Duddy	-	2,000
Lilian Mary Moore	5,000	-
Dorothy Eagleson	1,000	-
Eliza Jane Isabel Nerrie	5,000	-
Mary Elizabeth Cooke	5,000	-
David Osbourne	15,384	-
Elizabeth McConaghy	1,000	-
Lilian Violet McArdle	1,000	-
Elizabeth Tippings	1,692	-
Margaretta Clarke	1,000	-
Mary Wilson	66,324	-
Samuel Brown	125,000	-
Margaret Anne McKee	7,768	-
John Bernard Kane	2,000	-
Susan Beatrice Kennedy	6	-
Kathleen Eliz Chambers	5,000	-
	<b>268,348</b>	<b>238,163</b>

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

22

**Notes to the financial statements for the year ended 31 July 2012**

**4 Costs of generating income**

	2012	2011
	£	£
Mail appeal	8,568	8,086
Payroll giving	49,290	37,999
Telesales raffles	146,657	229,780
Daffodil campaign	1,030	8,718
Ben Nevis challenge	26,608	25,044
Great North Run	17,152	8,131
Pink ribbon campaign	38,373	15,468
Abseil	8,418	22,783
Other fundraising events	249,380	111,954
Salaries	465,869	487,571
Advertising and PR	3,742	4,071
Motor expenses and travel	31,660	29,725
Professional fees	6,287	467
Telephone	5,676	5,060
Postage, printing and stationery	5,636	11,774
Computer costs	5,001	3,973
Staff training	917	2,015
Subscriptions	1,668	814
Audio visual aids	1,000	407
Miscellaneous	27	239
Catering	223	201
Rebranding	-	15,360
Support costs (note 6)	175,324	223,759
	<b>1,248,506</b>	<b>1,253,399</b>



**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

23

**Notes to the financial statements for the year ended 31 July 2012**

**5 Charitable activities**

	Cancer research & scientific activities £	Provision of patient care services £	Cancer prevention programs		Total 2012 £	Total 2011 £
			Unrestricted £	Restricted £		
The Queens University of Belfast						
- Department of Oncology	120,000	-	-	-	120,000	120,000
- NI cancer registry	26,865	-	-	-	26,865	38,698
University of Ulster Biomedical Sciences	46,897	-	-	-	46,897	98,437
Miscellaneous grants	-	-	-	-	-	1,000
Salaries	-	387,568	42,493	182,185	612,246	605,989
Direct expenses	-	23,121	19,465	173,127	215,713	227,555
Motor expenses and travel	-	9,296	7,555	7,882	24,733	21,704
Telephone	-	837	794	554	2,185	1,244
Postage, printing and stationery	-	7,404	1,810	148	9,362	10,988
Computer costs	-	623	318	-	941	543
Advertising and PR	-	1,351	366	-	1,717	2,836
Staff training	-	80	650	-	730	211
Subscriptions	-	746	200	-	946	415
Professional fees	-	163	90	-	253	120
Audio visual aids	-	65	142	-	207	250
Catering	-	279	720	-	999	1,343
Miscellaneous	-	77	117	12	206	2,594
Support costs (note 6)	70,130	280,517	175,324	-	525,971	330,589
Beauty for life	-	8,495	-	-	8,495	-
Fitting Support	-	23,375	-	-	23,375	21,125
<b>Total 2012</b>	<b>263,892</b>	<b>743,997</b>	<b>250,044</b>	<b>363,908</b>	<b>1,621,841</b>	<b>1,485,641</b>
<b>Total 2011</b>	<b>313,234</b>	<b>587,332</b>	<b>364,657</b>	<b>220,418</b>	<b>1,485,641</b>	<b>-</b>

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

24

**Notes to the financial statements for the year ended 31 July 2012**

**6 Allocation of support costs**

The charity allocates its support costs on the basis of management time spent on each activity.

	Costs of generating voluntary income £	Cancer research & scientific activities £	Provision of patient care services £	Cancer prevention programs £	Total 2012 £	Total 2011 £
Salaries	97,759	39,103	156,413	97,759	391,034	278,220
Depreciation	14,531	5,813	23,248	14,531	58,123	86,975
Bank charges and hire purchase interest	1,220	488	1,952	1,220	4,880	5,124
Heat and light	4,394	1,757	7,030	4,394	17,575	13,962
Telephone	5,991	2,397	9,587	5,991	23,966	19,112
Insurance	4,130	1,652	6,608	4,130	16,520	16,140
Cleaning	3,864	1,546	6,182	3,864	15,456	18,134
Rates	-	-	-	-	-	1,871
Repairs and maintenance	4,333	1,733	6,932	4,333	17,331	8,140
Motor expenses and travel	2,813	1,125	4,501	2,813	11,252	11,948
Postage, printing and stationery	15,079	6,032	24,126	15,079	60,316	17,448
Computer costs	6,933	2,773	11,092	6,933	27,731	16,325
Advertising and PR	8,552	3,421	13,683	8,552	34,208	19,604
Staff training	61	24	97	61	243	1,035
Subscriptions	2,246	898	3,593	2,246	8,983	7,125
Professional fees	2,259	903	3,614	2,259	9,035	17,516
Audio visual aids	126	50	201	126	503	2,479
Catering	586	235	938	586	2,345	1,956
Miscellaneous	447	180	720	447	1,794	11,234
<b>Total 2012</b>	<b>175,324</b>	<b>70,130</b>	<b>280,517</b>	<b>175,324</b>	<b>701,295</b>	<b>554,348</b>
<b>Total 2011</b>	<b>223,759</b>	<b>55,099</b>	<b>137,745</b>	<b>137,745</b>	<b>554,348</b>	<b>-</b>

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

25

**Notes to the financial statements for the year ended 31 July 2012**

**7 Net outgoing resources**

	2012	2011
	£	£
<b>The net outgoing resources is stated after charging/(crediting):</b>		
Staff costs (note 8)	1,927,789	1,748,711
Operating leases	157,511	126,535
Depreciation - owned assets	59,063	80,423
- assets held under finance lease and hire purchase agreements	-	6,552
Fees payable to the company's auditor for audit of accounts (Gift in kind)	12,500	12,500
Trustee indemnity insurance	3,091	3,329

**8 Employee information**

	2012	2011
	£	£
<b>Staff costs</b>		
Wages and salaries	1,697,155	1,534,880
Social security costs	145,324	133,545
Pension costs	85,310	80,286
	1,927,789	1,748,711

	2012	2011
	Number	Number
<b>Average monthly number of persons employed by the charity during the year</b>	122	111

No employees (2011: None) earn more than £60,000 per year.

**9 Trustees' emoluments**

Trustees received no emoluments or reimbursement of expenses during the year. (2011: Nil)

**10 Taxation**

The Company is a registered charity and, as such, is entitled to certain tax exemptions on income and profits from investments and surpluses on any trading activities carried on in furtherance of the charity's primary objectives, if these profits and surpluses are applied solely for charitable purposes.

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

26

**Notes to the financial statements for the year ended 31 July 2012**

**11 Tangible assets**

	Leasehold premises £	Equipment, fixtures & fittings £	Motor vehicles £	Total £
<b>Cost</b>				
At 1 August 2011	1,816,953	339,365	82,039	2,238,357
Additions	66,442	5,896	-	72,338
<b>At 31 July 2012</b>	<b>1,883,395</b>	<b>345,261</b>	<b>82,039</b>	<b>2,310,695</b>
<b>Accumulated depreciation</b>				
At 1 August 2011	206,775	307,342	53,475	567,592
Charge for year	43,681	6,035	9,347	59,063
<b>At 31 July 2012</b>	<b>250,456</b>	<b>313,377</b>	<b>62,822</b>	<b>626,655</b>
<b>Net book amount</b>				
<b>At 31 July 2012</b>	<b>1,632,939</b>	<b>31,884</b>	<b>19,217</b>	<b>1,684,040</b>
At 31 July 2011	1,610,178	32,023	28,564	1,670,765

The net book value of fixed assets includes £nil (2011: £3,100) in respect of assets held under hire purchase and finance lease agreements.

**12 Investments**

	UK Government stocks £	Other UK listed equities £	2012 £	2011 £
At 1 August 2011	18,795	453,146	471,941	430,205
Additions at cost	-	41,203	41,203	13,770
Disposals at market value	-	(40,434)	(40,434)	(12,743)
Net revaluation (loss)/gain	1,126	(3,271)	(2,145)	40,709
<b>At 31 July 2012</b>	<b>19,921</b>	<b>450,644</b>	<b>470,565</b>	<b>471,941</b>
<b>Historical cost at 31 July 2012</b>	<b>18,647</b>	<b>427,405</b>	<b>446,052</b>	<b>437,820</b>

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

27

**Notes to the financial statements for the year ended 31 July 2012**

**13 Debtors**

	2012	2011
	£	£
Trade debtors	56,220	19,084
Other debtors	9,494	8,311
Prepayments and accrued income	28,670	204,124
	<b>94,384</b>	<b>231,519</b>

**14 Creditors: amounts falling due within one year**

	2012	2011
	£	£
Obligations under hire purchase and finance lease arrangements (note 15)	-	470
Trade creditors	126,450	133,980
Other tax and social security	41,877	41,733
Accruals and deferred income	156,594	127,422
	<b>324,921</b>	<b>303,605</b>

**Movement on deferred income**

	2012	2011
	£	£
Deferred income brought forward	-	6,590
Reversal in the year	-	(6,590)
Deferred in the year	60,253	-
Deferred income carried forward	<b>60,253</b>	<b>-</b>

Deferred income relates to fundraising income recognised over more than one financial year in accordance with the accounting policy stated in note 1.

**15 Obligations under hire purchase and finance lease arrangements**

	2012	2011
	£	£
<b>Net finance lease and hire purchase obligations due as follows:-</b>		
Within one year	-	470
In more than one year, but not more than five years	-	-
	<b>-</b>	<b>470</b>

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

28

**Notes to the financial statements for the year ended 31 July 2012**

**16 Analysis of net assets between funds**

	Unrestricted funds				
	Restricted funds	Revaluation reserve	General funds	Designated funds	Total Funds
	£	£	£	£	£
Fixed assets	-	-	1,684,040	-	1,684,040
Investments	-	5,716	823,573	-	829,289
Net current assets	164,497	-	10,518	230,000	405,015
	<b>164,497</b>	<b>5,716</b>	<b>2,518,131</b>	<b>230,000</b>	<b>2,918,344</b>

**17 Unrestricted funds**

	General fund	Designated Fund	Revaluation reserve	Total
	£	£	£	£
At 1 August 2011	2,430,576	588,724	7,861	3,027,161
Net gain on revaluation of investment assets	-	-	(2,145)	(2,145)
Net gain on disposal of investment assets	2,711	-	-	2,711
Transfers	131,596	(131,596)	-	-
Net outgoing resources before transfers	(46,752)	(227,128)	-	(273,880)
<b>At 31 July 2012</b>	<b>2,518,131</b>	<b>230,000</b>	<b>5,716</b>	<b>2,753,847</b>

Funds have been 'earmarked' in the designated fund as follows £230,000 (2011: £588,724) to meet research commitments, develop our retail network and various IT programmes.

**18 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balance of donations and grants to be applied for specific purposes.

	At 1 August 2011 £	Movement in funds			At 31 July 2012 £
		Incoming £	Outgoing £	Transfers £	
Awards for all	1,275	-	(1,275)	-	-
Smokebusters	38,617	27,211	(52,250)	-	13,578
Care in the Sun	24,720	34,637	(26,178)	-	33,179
PHA Central Cessation Service	48,416	166,128	(128,666)	-	85,878
Health and Mind Matters Project (ManAlive)	80,858	92,524	(141,892)	-	31,490
Zest for life	8,630	-	(8,258)	-	372
Building Change Trust	5,389	-	(5,389)	-	-
	<b>207,905</b>	<b>320,500</b>	<b>(363,908)</b>	<b>-</b>	<b>164,497</b>

# **Cancer Focus Northern Ireland (formerly known as Ulster Cancer Foundation) (a company limited by guarantee)**

29

## **Notes to the financial statements for the year ended 31 July 2012**

### **18 Restricted funds (continued)**

**Cancer prevention and core services programs are made up of the following:**

- |   |  |
|---|--|
| <b>Awards For All</b>                             | - The Live Well Weekend funded by the Big Lottery Fund, aims to restore normality to the lives of cancer patients and their families. The project helps them find confidence to find the new 'normal' for them and to build full and enjoyable lives following cancer.   |
| <b>Smokebusters</b>                               | - Smokebusters is a club for 9-11 year olds where every primary school in Northern Ireland is invited to enrol their primary six/seven class. Each student and teacher receives educational information via a regular newsletter and other resources about smoking and its harmful effects.  |
| <b>Care in the Sun</b>                            | - This project was developed to make people more aware of the dangers of over exposure to the sun. Money was used to fund an educational campaign through leaflets, advertising and the development of a website.  |
| <b>PHA Central Cessation Service</b>              | - This project offers smoking cessation advice and support to smokers in disadvantaged communities.  |
| <b>Health and Mind Matters Project (ManAlive)</b> | - This project aims to improve the physical and mental health of disadvantaged men living in one of the most deprived rural areas in Northern Ireland. The project will provide health checks, health awareness information and presentations and will use a mobile unit to access the more remote rural areas. It will also work with local retailers to promote health messages to customers. The project is primarily based in the South Down and South Armagh areas. |
| <b>Zest for life</b>                              | - Zest for life, funded by the Big Lottery Fund, is a new programme which works with cancer patients to help build their mental health after acute anxiety of cancer diagnosis.  |
| <b>Building Change Trust</b>                      | - This is a Big Lottery funded programme to support local organisations in the community and voluntary sector to explore and deliver change and to further build, strengthen and utilise the human potential and assets of the Sector. Cancer Focus Northern Ireland in partnership with LILAC in Cookstown received a grant to explore and develop a model of partnership working.  |

### **19 Contingent liabilities**

The Big Lottery Fund has a legal charge over the building at Eglantine Avenue securing the repayments of all or part of the grant if the building is disposed of. A grant of £200,000 was received from the Big Lottery Fund towards the cost of this building in April 2004.

There is a contingent liability to repay all grant monies should they not be distributed under the terms of the various initiatives.

The trustees do not anticipate any repayment falling due under the terms on which the grants were received.

**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

30

**Notes to the financial statements for the year ended 31 July 2012**

**20 Financial commitments**

	Property 2012 £	Property 2011 £
<b>The charity has annual commitments under operating leases which expire:</b>		
Within one year	157,511	126,535
In more than one year, but not more than five years	391,956	364,404
After five years	242,200	227,250
	<b>791,667</b>	<b>718,189</b>

**21 Reconciliation of net outgoing resources to net cash outflow from operating activities**

	2012 £	2011 £
Net outgoing resources	(317,288)	(89,993)
Depreciation on tangible fixed assets	59,063	86,975
Investment income	(28,767)	(32,632)
Movement in debtors	137,135	(178,782)
Movement in creditors	21,316	202,066
<b>Net cash outflow from operating activities</b>	<b>(128,541)</b>	<b>(12,366)</b>

**22 Analysis of net funds**

	At 1 August 2011 £	Cash flow £	31 July 2012 £
Cash at bank and in hand	1,164,446	(170,170)	994,276
Net cash	1,164,446	(170,170)	994,276
Hire purchase & finance leases	(470)	470	-
Net debt	(470)	470	-
<b>Net funds</b>	<b>1,163,976</b>	<b>(169,700)</b>	<b>994,276</b>

**23 Reconciliation of net cash flow to movement in net funds**

	2012 £	2011 £
Decrease in cash in financial year	(170,170)	(40,335)
Cash inflows from decrease in debt	470	8,388
Movement of net funds in the year	(169,700)	(31,947)
Net funds at beginning of year	1,163,976	1,195,923
<b>Net funds at end of year</b>	<b>994,276</b>	<b>1,163,976</b>



**Cancer Focus Northern Ireland**  
**(formerly known as Ulster Cancer Foundation)**  
**(a company limited by guarantee)**

31

**Notes to the financial statements for the year ended 31 July 2012**

**24 Liability of members**

Cancer Focus Northern Ireland is a company limited by guarantee. The liability of the members is limited to an amount not exceeding £1.

**25 Related party transactions**

Cancer Focus Northern Ireland made no related party transactions during the year.

**26 Ultimate controlling party**

There is no ultimate controlling party.