

**The Healthcare Play Specialist Education Trust**

**Registered Charity number 292218**

**Trustees Report  
&  
Financial Statements**

**Year ended 30th September 2022**

**The Healthcare Play Specialist Education Trust**  
**Registered Charity number 292218**  
**Trustees Report & Financial Statements**  
**Year ended 30th September 2022**

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**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 2022**

The trustees have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 30th September 2022.

**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	
Richard Spicer	Treasurer
Tracy Sutherland	
Alison Tonkin	Secretary
Nicola Voos	

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

**Year ended 30th September 2022**

**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 2022**

## **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 2022**

**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 £5,496 (2021: £11,975) 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 2022 unrestricted reserves amounted to approximately 48 months of expenditure (2021: 57 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 2022**

**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 2022**

**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

28-Nov-22

**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 2022, 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  
.....2021

**The Healthcare Play Specialist Education Trust**  
**Registered Charity number 292218**  
**Statement of Financial Activities**  
**Year ended 30th September 2022**

	<u>2022</u>			<u>2021</u>
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total</b>	<b>Total</b>
	£	£	£	£
<b>Incoming resources</b>				
Investment income	229	-	229	138
Bank interest receivable	15	-	15	2
Charitable trading activities	29,397	-	29,397	30,793
Other incoming resources	-	-	-	-
<b>Total unrestricted income</b>	<b>29,641</b>	<b>-</b>	<b>29,641</b>	<b>30,933</b>
<b>Resources expended</b>				
Charitable activities	6,285	-	6,285	1,846
Governance costs	1,425	-	1,425	714
Office expenses	15,769	-	15,769	15,780
Financial costs	666	-	666	618
<b>Total expenditure</b>	<b>24,145</b>	<b>-</b>	<b>24,145</b>	<b>18,959</b>
Net movements in funds for the year	5,496	-	5,496	11,975
Total funds brought forward	91,506	-	91,506	79,531
<b>Total funds carried forward</b>	<b>97,002</b>	<b>-</b>	<b>97,002</b>	<b>91,506</b>

There were no recognised losses for 2021 or 2022 other than those included in the financial statements.

**The Healthcare Play Specialist Education Trust**  
**Registered Charity number 292218**  
**Balance sheet as at 30th September 2022**

	Note	<u>2022</u>		<u>2021</u>	
		£	£	£	£
<b>Fixed Assets</b>					
Investment - Income Bond	2		53,000		53,000
<b>Current Assets</b>					
Cash at bank and in hand		<u>44,668</u>		<u>39,724</u>	
		<b><u>44,668</u></b>		<b><u>39,724</u></b>	
<b>Current Liabilities</b>					
Accruals		<u>666</u>		<u>1,218</u>	
		<b><u>666</u></b>		<b><u>1,218</u></b>	
<b>Net Current Assets</b>			44,002		38,506
<b>Total Assets less current liabilities</b>			<u><u>97,002</u></u>		<u><u>91,506</u></u>
<b>Capital</b>					
<b>Unrestricted Funds</b>			<u><u>97,002</u></u>		<u><u>91,506</u></u>

Approved by the trustees on 28 November 2022

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 2022**

**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**

	<b>2022</b>	<b>2021</b>
	£	£
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.

	<b><u>2022</u></b>	<b><u>2021</u></b>
	£	£
Trustee expenses and costs	<u>1,425</u>	<u>714</u>
	<u>1,425</u>	<u>714</u>

**The Healthcare Play Specialist Education Trust**  
**Registered Charity number 292218**  
**Income and expenditure account**  
**Year ended 30th September 2022**

	<u>2022</u>		<u>2021</u>	
	£	£	£	£
<b>INCOME</b>				
Investment	244		140	
Charitable activities	29,397		30,793	
Refunds	-		-	
Other income	-		-	
	<u>          </u>	29,641	<u>          </u>	30,933
<b>EXPENDITURE</b>				
<b>Governance costs</b>				
Hire of room	-		-	
Trust board costs	1,425		714	
	<u>1,425</u>		<u>714</u>	
<b>Office expenses</b>				
Office expenses	845		855	
Office fees	9,600		9,600	
Bank charges	249		253	
Website	5,075		5,073	
	<u>15,769</u>		<u>15,780</u>	
<b>Other costs</b>				
Insurance	1,676		1,846	
Merger costs	4,609		-	
	<u>6,285</u>		<u>1,846</u>	
<b>Financial costs</b>				
Independent examination	666		618	
	<u>666</u>		<u>618</u>	
		24,145		18,959
<b>(DEFICIT) FOR THE YEAR</b>		<u><u>5,496</u></u>		<u><u>11,975</u></u>