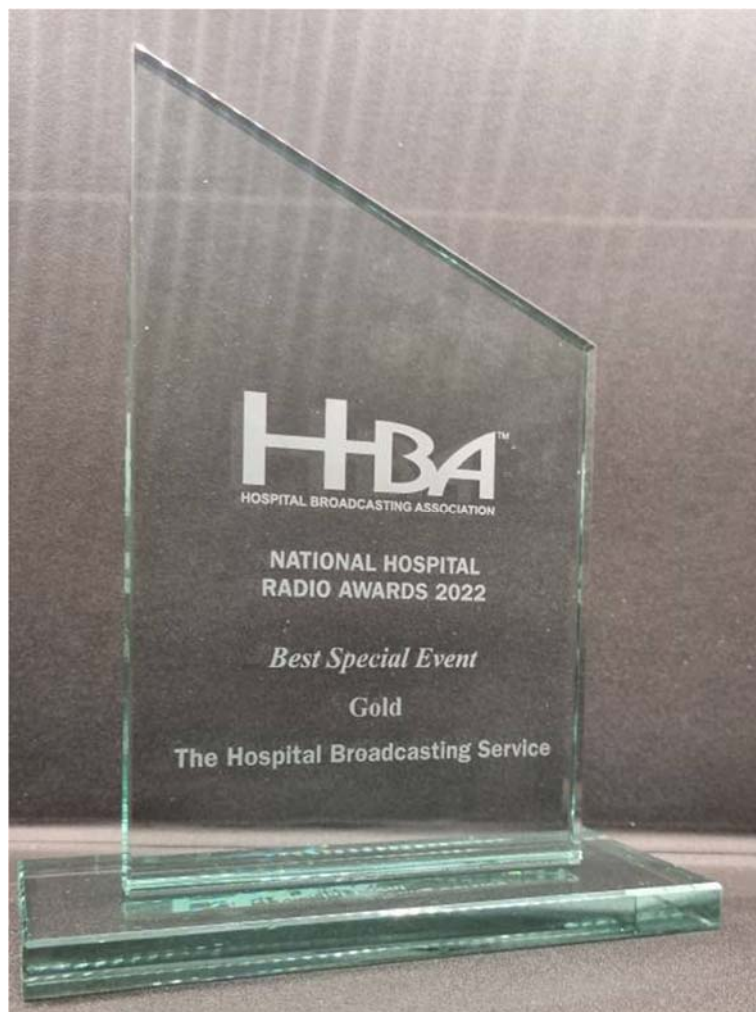


Annual Report & Accounts 2022



Executive Committee Members

Chairman	Niall Anderson
Treasurer	Robert Crow
Programme Director	Spence Canniffe
Technical Director	David Bannerman
Annual Post-Holders	Fraser Barbour
	Francis Dunn CBE
	Norman Ross
	George Smart (<i>until 27th April 2022</i>)

Charity Number

SC009138

Principal Address

Suite 444
Baltic Chambers
50 Wellington Street
Glasgow
G2 6HJ

Bankers

The Royal Bank of Scotland
18 Tay Walk
Town Centre
Cumbernauld
G67 1DE

Signed on behalf of the Executive Committee



Niall Anderson
Chairman
26th April 2023



Robert Crow
Treasurer
26th April 2023

Accounts independently examined



Jordan Abraham
26th April 2023

Executive Committee's Report

The Executive Committee of The Hospital Broadcasting Service are pleased to submit their report and accounts for the year 1st January to 31st December 2022.

The Hospital Broadcasting Service (also known On-Air as 'HBS') is registered with the Office of the Scottish Charity Regulator and governed by a Constitution.

This report and attached accounts have been prepared in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and Charities Accounts (Scotland) Regulations 2006. The accounts are prepared on a Receipts and Payments basis.

The accounts are produced on a cash basis and do not take account of any future anticipated income or expenditure. As such there are no reserves held to fund future projects. The Studio Development fund contains donations for specific projects e.g. upgrade studios and provision of recording equipment, but these funds are not available for running costs.

Charitable Objects

The objects of The Service shall be to relieve sickness, infirmity, handicap and old age amongst persons living in the area served by providing a local broadcasting service for hospitals, residential homes, nursing homes for the elderly and other similar establishments.

The radio station currently broadcasts to approximately three thousand patients in the following establishments:

- Beatson Oncology Centre (West of Scotland Cancer Centre)
- Gartnavel General Hospital
- Queen Elizabeth University Hospital (QEUEH)
- Royal Alexandra Hospital (RAH)

Hospital-based listening is mainly via the bedside entertainment equipment at the QEUEH and by the use of our internet streaming at other sites via a free patient Wi-Fi service.

Organisation

The Hospital Broadcasting Service is run entirely by volunteers, who pay an annual membership subscription. Members are not reimbursed for any out-of-pocket expenses. It is an unincorporated association governed by a Constitution and managed by an Executive Committee elected by the membership at the Annual General Meeting.

Related Organisations

The Hospital Broadcasting Service is a member of the Hospital Broadcasting Association (HBA), the national charity that is an umbrella organisation which supports and promotes hospital broadcasting in the UK. Our members regularly interact with the office bearers of HBA and when available attend the annual conference and training days they organise.

The Hospital Broadcasting Service maintains a close working relationship with NHS Greater Glasgow and Clyde including, where possible, formal quarterly management meetings.

"Thank you so much for the very quick response. We are so grateful you were able to play our mum's request, it means so much to us. Very much appreciated, thank you so much."

One of many comments received during the year

Review of Activities

The majority of the year saw continued operating restrictions with the NHS Greater Glasgow and Clyde ban on our volunteers visiting patients only being lifted in November.

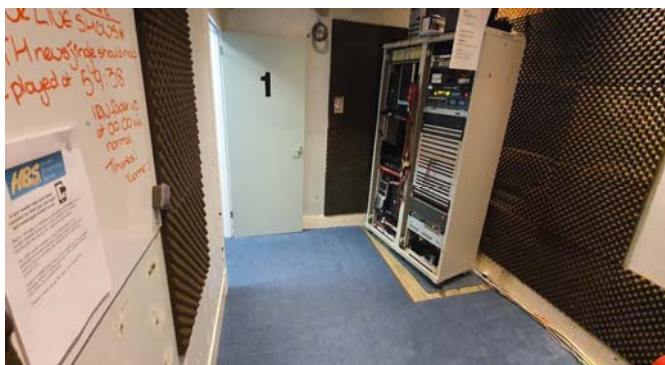
By the time that the restriction was eventually and unexpectedly removed, it had been more than two and a half years since we'd had request collecting volunteers on the wards. This long period of inactivity for the team who performed this role meant that the vast majority had sought volunteering opportunities elsewhere. The organisation now faces a potentially long period of time recruiting and training new volunteers to engage directly with patients on the wards across the week.

With less restrictions on the post-Covid 'recovery' of the studio-based team, the dip in activity which had been introduced during the pandemic was reversed and the final request show re-introduction on Monday evenings was achieved in September.

Prior to the Monday evening request show being reinstated we saw the opportunity to add a live Monday morning show which could also play requests. This show started in April and was augmented a few months later with a Wednesday morning request show. The aim is to continue to expand the days with live daytime programmes through 2023 and be able to offer record requests in multiple shows each day rather than just the traditional evening request programmes which had been the case for the first 50 years.

As predicted in last year's Annual Report, the studio refurbishment works which had originally commenced just before the 2020 lockdown were mostly completed during 2022. The original temporary acoustic treatments that had been put in place more than 20 years earlier were removed. The air-movement system was upgraded ensuring that an adequate supply of fresh air can be delivered using very low-noise fans.

Apart from the studio walls taking on a fresh new look, the most noticeable change was enclosing the transmission racks which had sat in the corner of studio 1 since 1995, generating both heat and noise which made the studio facility less than ideal. With this work complete, the studio is now getting far more use with programme recording, training and meetings now able to be held with multiple people involved and no need to worry about the temperature in the room becoming uncomfortable.



(Left) Studio 1 at Baltic Chambers with the original foam sound-deadening panels and open view of the transmission racks. (Right) the studio following refurbishment in 2022 which saw the installation of industry-standard sound absorption panels with a cloth overlay and boxing-in of the transmission equipment which significantly improved the studio acoustics and reduced the room's temperature.

Merger

In April, NHS Greater Glasgow and Clyde advised the HBS management team that they wished to have a single hospital radio service provide programmes to the adult wards and that their preferred solution was for a merger between The Hospital Broadcasting Service and Southern Sound.

This proposal was accepted by both organisations and a number of meetings and discussions undertaken but by the end of the year no firm plan had been agreed, partly caused by changing circumstances that the original NHS request had not accounted for. The HBS management team still firmly believes that the benefits of a single organisation providing hospital radio to the adult wards outweighs any negative aspects.

Funding

The societal changes brought about by the Covid pandemic means that the income model we operated for many years is no longer sustainable as donations from bucket collections and other public-facing events was a significant proportion of the overall income. Charities have seen a 40% or greater reduction in funds from these types of events so the organisation is increasing it's focus on corporate sponsorship.

In late 2022 we agreed sponsorship of the Tuesday Open Line (patient request show) with Scottish Dental Care. This is the first of what we expect to be an increasing number of deals with businesses as we seek to move to a more predictable and stable income strategy.

Civic Reception & Royal Garden Party

In October, the Lord Provost hosted a Civic Reception celebrating our 50th anniversary. This event was delayed by 2 years because of the Covid pandemic but still saw almost 100 current and former volunteers gathering in the Banqueting Hall of Glasgow City Chambers.

Earlier in the year, nine of our longer serving volunteers were invited to attend the annual Royal Garden Party at the Palace of Holyroodhouse in Edinburgh, again in recognition of the 50th anniversary.

National Awards

In August, we were the most successful station at the National Hospital Radio Awards which are judged by a panel of professional broadcasters and healthcare professionals.

Gold was awarded for a programme about the launch of HBS programmes on Christmas Day 1970 and also to 'Best Newcomer' Hannah Gilchrist. Friday evening presenter Graeme Ferguson collected a Bronze award for his show 'Rock Into Saturday'.



*Royal Garden Party
Palace of Holyroodhouse*



*Civic Reception celebrating 50th
anniversary Glasgow City Chambers*



*Scottish Dental Care visit the studios to meet the
Tuesday presenters and request collectors*

Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	Day	Month	Year		Day	Month	Year
	01	January	2022		31	December	2022

Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
A1 Receipts						
Donations	8,471				8,471	12,826
Legacies					-	
Grants	2,000				2,000	2,500
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings	2				2	1
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
					-	
A1 Sub total	10,473	-	-	-	10,473	15,327
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	10,473	-	-	-	10,473	15,327
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	15,030	1,895			16,925	20,460
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
					-	
A3 Sub total	15,030	1,895	-	-	16,925	20,460
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	15,030	1,895	-	-	16,925	20,460
Net receipts / (payments)	(4,557)	(1,895)	-	-	(6,452)	(5,133)
A5 Transfers to / (from) funds						
					-	
Surplus / (deficit) for year	(4,557)	(1,895)	-	-	(6,452)	(5,133)

Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	5,275	3,325			8,600	14,568
	Surplus / (deficit) shown on receipts and payments account	(4,557)	(1,895)			(6,452)	(5,133)
						-	
						-	
	Cash and bank balances at end of year	718	1,430	-	-	2,148	9,435
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-


B2 Investments	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
		Total	-	-

B3 Other assets	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
		Total	-	-	-

B4 Liabilities	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
		Total	-	-

B5 Contingent liabilities	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
		Total	-	-

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Robert Crow	30 January 2023

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

The unrestricted funds are used to meet the day-to-day running costs of the Service. The restricted funds are donations / grants for specific projects.

	Type of activity or project supported	Individual / institution	Number of grants made	£
C2 Grants				
			Total	-

C3a Trustee remuneration	If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	X
---------------------------------	--	----------

	Authority under which paid	£
C3b Trustee remuneration - details		

C4a Trustee expenses	If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	X
-----------------------------	---	----------

		Number of trustees	£
C4b Trustee expenses - details			

	Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)
C5 Transactions with trustees and connected persons				

C6 Other information

Additional analysis (1)

Analysis of receipts and payments

1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
John Laurie (Member)	260				260	625
John Douglas (Supporter)	600				600	600
Various donations via PayPal	82				82	266
HMRC Giftaid	2,964				2,964	466
Robert MacKenzie (Member)					-	15
Charlie Murphy (Member)					-	5
Donations - Name Withheld	800				800	10,400
David Semple (Member)					-	17
Robert Crow (Member)	107				107	127
Membership Fees	80				80	165
Online Foundation/Everyclick/Give as you live	619				619	109
Amazon SMILE refund	18				18	31
Anonymous donation	310				310	
Bearsden & Milngavie Highland Games	1,000				1,000	
Cader Mens Club	30				30	
Frank Dunn (Member)	20				20	
Flora Csizmadia (Member)	15				15	
Graeme Ferguson (Member)	84				84	
Ian Oliphant	50				50	
Jon Stonefield (Member)	20				20	
Laurie Taylor	100				100	
YALDI Lottery Revenue	5				5	
S D C Group	1,200				1,200	
Sale of Lanyards	35				35	
Recycle 4 Charity	12				12	
Kevin Monaghan (Member)	5				5	
David Smith (Member)	1				1	
Total	8,417	-	-	-	8,417	12,826

2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
Templeton Goodwill Trust			-	1,500
Dentons UK - MEB Charitable Trust	2,000		2,000	1,000
			-	
			-	
Total	2,000	-	2,000	2,500

3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	-
Total	-	-	-	-	-	-

4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Rent	10,114				10,114	10,072
Electricity	2,267				2,267	1,182
Telephone	880				880	869
Insurance	504				504	1,410
Equipment and Repairs	-				-	-
Internet Radio	107				107	127
PPL Licence	560				560	529
HBA Membership	50				50	50
IRN Subscription	425				425	390
Air Conditioning upgrade		1,895			1,895	6,522
Misc expenses	123				123	-
Total	15,030	1,895	-	-	16,925	21,151

Additional analysis (2)

5 Breakdown of unrestricted funds

	Main Fund				Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	8,417				8,417	12,826
Legacies					-	-
Grants	2,000				2,000	2,500
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	10,417	-	-	-	10,417	15,326
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	10,417	-	-	-	10,417	15,326
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	15,030				15,030	14,629
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	15,030	-	-	-	15,030	14,629
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	15,030	-	-	-	15,030	14,629
Net receipts / (payments)	(4,613)	-	-	-	(4,613)	697
Transfers to / (from) funds					-	
Surplus / (deficit) for year	(4,613)	-	-	-	(4,613)	697
Nature and purpose of funds						
To cover the day to day running expenses of the service						

Additional analysis (3)

6 Breakdown of restricted funds

	Studio Development Fund				Total restricted funds	Total restricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	-
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	1,895				1,895	6,522
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Sub total	1,895	-	-	-	1,895	6,522
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
Total payments	1,895	-	-	-	1,895	6,522
Net receipts / (payments)	(1,895)	-	-	-	(1,895)	(6,522)
Transfers to / (from) funds					-	
Surplus / (deficit) for year	(1,895)	-	-	-	(1,895)	(6,522)
Nature and purpose of funds	Air Conditioning project					

APPENDIX 3



Report to the trustees/members of	Independent examiner's report on the accounts v2						
	The Hospital Broadcasting Service						
Registered charity number	SC009138						
On the accounts of the charity for the period	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
	01	01	2022	to	31	12	2022
Set out on pages	6 - 10						

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks 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, I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page*]

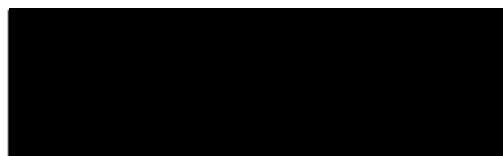
1. which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have 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.

Signed:



Date:

31/01/2023

Name:

Jordan Abraham

Relevant professional qualification(s) or body (if any):

Graduate Trainee Accountant

Address:



*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.