

Company number: 7487432
Charity number: 1139869
Charity number Scotland: SCO44260



Sarcoma UK
Amended Annual Report and Accounts
For the Year Ended 31 March 2019

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Chair of Trustees' Statement

The last year has seen continued growth and success for Sarcoma UK.

Despite change at the top of the organisation and a challenging fundraising environment, our income increased by 15%, exceeding our forecast budget. This growth is, in large part, due to our incredibly passionate and loyal group of supporters who always seem willing to go the extra mile.

The charity has also had a successful year in terms of our reach and impact.

We invested over £656,000 in sarcoma research in 2018/19 compared with less than £500,000 the year before. We launched our Genomic research programme, we funded a second PhD student and we supported clinical trainees to be part of the National Cancer Research Institute.

Our support for patients and their families also went from strength to strength in 2018/19. We launched our Clinical Trials Hub in March 2018 and worked hard to keep the information up to date and accessible. We ensured all of our information remains compliant with the Information Standard and we produced booklets on head and neck sarcoma, rehabilitation and life after treatment as well as launching our podcast series. We moved to a fully nurse-led support line and increased the cover on this service. Last year also saw an increase in the number of patients we were helping through our Support Line: we reached the milestones of 1,000 individual callers and 4,000 separate contacts.

We established our policy and public affairs function to ensure that sarcoma is raised up the political agenda. Informed by patients and their families we have developed a robust public affairs strategy to improve outcomes for sarcoma patients.

There is still so much to do in our understanding of sarcoma. Awareness of the disease is lower than it should be and we lag behind other cancers when it comes to early diagnosis, treatments and survival rates. In the year ahead we will resolutely raise awareness of sarcoma among key audiences and develop a strong national voice by creating campaigns on issues that matter to sarcoma patients.

Our new financial year has started positively and we remain committed to breaking new ground and delivering for everyone affected by sarcoma.

Glyn Wilmshurst
Chair of Trustees

Reference and Administrative Details

Company number	7487432 (Limited by guarantee in England and Wales)
Charity number	England and Wales (1139869) Scotland (SCO44260)
Registered office	49-51 East Road, London N1 6AH
Trustees	Trustees, who are also directors under company law, who serviced during the year and up to the date of this report were as follows: Glyn Wilmshurst (Chair) Sarah Conneally Andy Eckles Professor Rob Grimer Ian Hughes Professor Ian Judson Louisa Nicoll Sharon Reid Anjula Thompson Johanne Vass Dr Jeff White Sam Whittam
Patron	Richard Whitehead MBE
Acting Chief Executive Chief Executive	Sarah McDonald (from 30 March 2018) Richard Davidson (from 30 July 2018)
Company Secretary	Karen Wines and Katy Drake
Bankers	CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ Lloyds TSB, National Clubs & Charities, PO Box 1000, BX1 1LY
Solicitors	Brahams Dutt Badrick French LLP, 24 Monument Street, London, EC3R 8AJ
Auditor	Sayer Vincent LLP Chartered accountants and statutory auditors Invicta House 108-114 Golden Lane London EC1Y 0TL

Objectives and Activities

Sarcoma UK is the only cancer charity in the UK focusing on all types of sarcoma.

Our vision

Our vision is a world where everyone affected by sarcoma cancer has the treatment, care and support they need.

Our mission

Our mission is to ensure everyone affected by sarcoma receives the best treatment, care, information and support available and to create the treatments of the future.

Our goals

1. More people will survive sarcoma.
2. More will be known about the causes of sarcoma.
3. Everyone affected by sarcoma will have access to the best treatment and care.

What we do

- Drive awareness of sarcoma cancer.
- Find answers through funding sarcoma research.
- Provide information and support to anyone affected by sarcoma cancer.
- Campaign for better treatments and to improve standards of care.

Sarcoma facts and figures

1. Sarcomas are uncommon cancers that can affect any part of the body, on the inside or outside, including the muscle, bone, tendons, blood vessels and fatty tissues.
2. Fifteen people are diagnosed with sarcoma every day in the UK. That's about 5,300 people a year.
3. There are around 100 different sub-types of sarcoma.
4. A key symptom of sarcoma is a lump that is increasing in size, often quickly.
5. Sarcoma diagnoses now make up about 1.3% of all cancer diagnoses in the UK.
6. Sarcomas account for about 11% of childhood cancers and about 14% of cancers in teenagers.

7. The majority of people are diagnosed when their sarcoma is about the size of a large tin of baked beans (10cm).
8. Sarcoma survival rates have been very gradually increasing over the last two decades in the UK. The five-year survival rate for sarcoma is 55%.

Achievements and Performance

Priority 1: Initiate change to raise awareness and improve standards of treatment and care

What we said we would do:

1. Increase the visibility of sarcoma and how it impacts on individuals and families so the public are familiar with sarcoma and its signs and symptoms.
2. Influence sarcoma health services so that sarcoma patients receive timely and high quality treatment and care, from diagnosis through to end of life care.

1. Increase Awareness - what we did:

Sarcoma Awareness Week 2018

The aim was to introduce sarcoma as a type of cancer to a cold audience and vastly increase the range of activities to stimulate the engagement for the week. This included:

- A total of 35 pieces of media coverage across the national press, national broadcast and regional press, including The Sun, The Scotsman, BBC News Online, BBC Wales, and a pre-record on ITV News (East Midlands, and Jersey), based on the new incidence data we had been working on and subsequent refreshed key messages.
- A comprehensive lead week across social media with specific content hinting at what was coming up.
- A dedicated hashtag and twibbon campaign (a dedicated profile picture logo for users to install for the week).
- An increase in engagement across social media, prompted by a targeted Facebook advertising campaign aimed at a cold audience (reach of 64,800 people), the charity's first ever Facebook Live streaming event with the Support Line team (reach 8,900 people) and a user generated content campaign asking supporters to share their experiences of sarcoma. Facebook alone saw an increase of 448% in engagement over a three-week period, with Twitter up by 130%.
- A popular design a t-shirt competition which was linked to the charity's online store.

Sarcoma UK awareness

- The year saw a total of 282 pieces of media coverage across national, regional and broadcast outlets.

- The communications team invested in Google AdWords to increase the quality of click-throughs from online searches to the charity website. The result is that although the quantity of visitors to the Sarcoma UK website is slightly lower compared to previous years, the length of time and breadth of pages they go to per visit has increased very healthily.
- The charity's social media channels continued to grow, both in terms of followers but also in engagement, in tandem with a conscious effort to develop the type and quality of content coming from the charity.
- The charity also created its first ever impact report, detailing its impact over the past financial year and it has been a very useful document to report to existing supporters as well as potential ones.

2. Influence Health Services - what we did:

This year saw an increase in both our focus to the external landscape and the number of opportunities to engage.

- We sought to influence the clinical landscape by submitting an evidence-based response to the Royal College of Obstetricians and Gynaecologists' consultation on morcellation based on age-stratified risk and red-flag symptoms to be included in the guidelines, with targeted information for patients to give fully informed consent. This consultation is in response to a formal review instigated by a family member of a sarcoma patient from Northern Ireland, who was supported by Sarcoma UK. This has led to a working party being formed to review age stratified risk and draft new guidance for patients and services.
- Access to treatment remains an issue for sarcoma patients and our work in this area has continued. Activities have included supporting sarcoma patients in accessing Olaratumab in Northern Ireland, where the drug was not approved. In partnership with the Boom Foundation we supported the patient and the clinical team. The case was approved and the patient was able to access the drug.
- The Sarcoma Service Specification has been in development for over two years and has been supported by Sarcoma UK. This has been led by Professor Jeremy Whelan, chair of our Research Advisory Committee. It offers substantial improvements for sarcoma patients; all sarcoma patients must be seen in a Sarcoma Specialist Centre and have their case discussed at a sarcoma MDT, even if they are cared for by another team such as Gynaecological or Teenage and Young Adult patients. It also clarifies the responsibilities of the Sarcoma Advisory Group to define and promote pathways to ensure all patients reach the correct sarcoma centre. This was circulated for public consultation in October 2018 and Sarcoma UK undertook

- Our first engagement exercise in sending a specific ask to our supporter community by E-news and social media asking them to complete the survey and give their support for the proposed changes. There were over 500 responses which were overwhelmingly positive and the Service Specification was finally published in July 2019. Sarcoma UK has worked with the Sarcoma Advisory Group Chairs to support pathway development and ensure that all sarcoma patients are seen by an MDT.
- We actively engaged in the consultations around NHS England's 10-year Long Term Plan. Our submissions and message were consistent: that sarcoma patients need to be seen in sarcoma centres by specialist teams; more needs to be done to improve awareness and early diagnosis; a Clinical Nurse Specialist or keyworker role is vital; and we need better access to drugs.
- We have increased our activity in Policy and Public Affairs. As well as being proactive on issues of direct relevance to sarcoma patients we have been active members of cancer and health umbrella bodies; campaigning on subjects such as diagnostics in radiology and radiotherapy and workforce issues including the Immigration Bill and Brexit.

Priority 2: Seek answers through research

What we said we would do:

1. Become £1 million per year investor in sarcoma research.
2. Invest in sarcoma researchers of the future.
3. Identify transformational 'blue skies' research.

1. Become £1 million per year investor in sarcoma research - what we did:

- In 2018/19, Sarcoma UK invested £655,663 (up 35% on the previous year) into high quality scientific research into sarcoma, bringing the total of our investment into sarcoma research to £2,481,697.
The 2018/19 investment funded 6 research grants.
We received over £2 million worth of high quality fundable applications for our allocated investment of £750,000.
- Our annual Roger Wilson Research Award invited applications for research which affected patients at the point of treatment or beyond.

Grants awarded in 2018/2019

Roger Wilson Research Award

The diagnostic experience of sarcoma patients; secondary analysis of the SAM study

Dr Lorna Fern, University College London Hospitals NHS Foundation Trust

£23,464

This project will look at information collected in the SPROM / SAM (Sarcoma Patient Reported Outcome Measure/Sarcoma Assessment Measure) project to look at how patients first noticed symptoms that turned out to be sarcoma. It will look at what made them go to the doctor about the symptoms. It will ask what the doctors response was, and what factors may have affected the length of time to diagnosis.

Clinical Research Awards

Next-generation magnetic resonance imaging (MRI) for response assessment of soft tissue sarcoma to pre-operative radiotherapy

Dr Matthew Blackledge, Institute of Cancer Research

£24,490

This study will develop a new way to see how soft tissue sarcoma is responding to radiotherapy treatment. The project will look at spatial maps made and look at how different areas of the tumour are responding to treatment. It has the potential to improve patient outcomes, reduce treatment and result in fewer side effects for patients.

Improving outcome in sarcoma through analysis and interrogation of national cancer data

Dr Sandra Strauss

£118,791

This project aims to better understand sarcoma care in England using cancer data. It will look at the most disadvantaged groups of patients and will scrutinise data to see what questions need to be answered to improve services and treatments for patients. It will improve care for patients using a solid evidence basis.

2. Invest in sarcoma researchers of the future – what we did:

We awarded 2 PhD studentships to train and develop sarcoma research leaders of the future.

We also supported Early Career Researchers by inviting two to shadow a grant round, getting an understanding of peer review and how a panel makes decisions.

Sayako Grace Robinson PhD Studentship

In vivo and in vitro evaluation of novel gallium doped bioactive glasses for the management of osteosarcoma

Dr Richard Martin, Aston University

£118,918

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This project is building on previous work, developing a bone replacement material which specifically kills cancer cells, actively encourages the growth of new bone cells and contains an anti-bacterial agent which reduces the possibility of surgical site infection.

Sarcoma UK PhD Studentship

Deconstructing the sarcoma matrixome for drug target and biomarker discovery

Dr Paul Huang, Institute of Cancer Research

£120,000

This project is looking to unpick the cellular processes and behaviours which determine if a person will respond to chemotherapy. How cells signal to each other is thought to affect how they respond to treatment. Understanding these processes will allow clinicians to personalise medicine by identifying the patients who will respond to chemotherapy before treatment has started. If the patient is unlikely to respond, another drug may be considered or the patient can be spared the side effects of chemotherapy.

3. Identify transformational ‘blue skies’ research – what we did:

We set a research call for our largest financial investment to date, sought researchers to collaborate and describe a vision and mission on what could be achieved with the sarcoma samples collected as part of the 100,000 Genomes Project.

Sarcoma UK Genomics Research Programme

GeCIPing Sarcoma: A UK-led initiative to personalise sarcoma treatment

Professor Adrienne Flanagan

£250,000

With the biggest single award Sarcoma UK has made to date, this project takes the data collected as part of the UK Government’s 100,000 Genomes Project and lays out the blueprint for how this data can be harnessed by research to work towards personalised treatment for sarcoma patients. This is a large-scale piece of work being undertaken by a huge team of researchers from all over the UK. It will create a major step forward in sarcoma research and understanding. A collaboration on this scale, working towards one patient-orientated goal is a demonstration of science at its strongest.

Once the groundwork of processing and cataloguing the data is done, for the first time researchers will be able to study the evolution and variation in genetic mutations in sarcoma, which will lead to great insights into the development of resistance and disease progression. Moreover, the comprehensive cataloguing of genetic alterations in sarcoma will be a critical resource which will allow chemists and pharmacologists to develop new drug development strategies.

We continued to fund previous research commitments – see sarcoma.org.uk for details.

We continue to monitor our funded research portfolio; in 2018-19 our funded research had the following outputs:

- **16** oral presentations at UK and international scientific meetings and conferences;
- **9** poster presentations at UK and international scientific meetings and conferences, one of which was awarded best Young Investigators Award at the 2018 Musculoskeletal Tumour Society;
- **5** academic publications in peer reviewed journals; and
- **1** PhD awarded.

Priority 3: Support the sarcoma community and provide information

What we said we would do:

1. Become a sarcoma expert information provider of choice.
2. Be the first port of call for support.
3. Work in partnership with others.

1. Sarcoma expert information provider of choice – what we did:

- We distributed 6,059 patient information booklets and factsheets to specialist centres, treatment centres and information centres. Healthcare Professionals continue to be the main audience for our printed material to give out to patients.
- We have seen an increase in the number of individuals using our online resources with 14,332 information booklets and factsheets downloaded from our website this year. This is an increase of 12% on last year.
- We learned our information is positively received. 84.5% of those who completed a poll on Sarcoma UK's Information and Support webpages had a positive reaction to our information (finding it 'helpful and informative (38.7%); 'easy to understand (29.1%); 'enough to answer my questions' (16.7%).
- Our information production remains responsive to the requests of our service users and nuanced to the changing sarcoma environment. We have produced a number of new materials in a variety of formats including a factsheet on genomics testing for sarcoma patients, a pocket guide to lymphoedema, a leaflet explaining the diagnosis pathway and a comprehensive booklet on rehabilitation services.

2. First port of call for support - what we did:

- The Support Line was open for 20 hours a week throughout the year, responding to questions from patients, family members, friends, and health professionals by phone and email.
- We trialled an out-of-hours service opening the Support Line in November 2017 to see if there was a need to provide support to those who may not be able to contact the team during the day. On evaluation, there was insufficient uptake for evening hours offered.
- From 1 April 2018 to 31 March 2019, the Support Line had 1,657 queries from 525 people - an increase of 15% on the number of people using our service.

- In December we recruited Joshna Hirani to the support line, an occupational therapist with experience of working with sarcoma patients. Joshna's specialism lies in rehabilitation which strengthens and diversifies the range and level of expertise we can offer on the support line.
- On April 2nd 2018 the Sarcoma UK Support Line moved to the Call Handling Virtual Call Centre. This has brought a greater level of efficiency to the running of the line. It also allows for in-depth analysis on the calls we receive so we can better understand the user experience.
- We continue to support and financially assist the regional sarcoma support groups throughout the UK. In 2018/19 we started to advise and support health professionals interested in running Health and Wellbeing Days. This format is increasing in popularity.
- We supported the development of a new group in the West Midlands, and supported the Oswestry group to transition from a Clinical Nurse Specialist-led to a patient-led group.
- As we work to more effectively support the group leaders, we now have a structured approach to how we liaise with them. We have a schedule of quarterly communications and our Information and Support Officer acts as a fixed point of contact for each member.
- Responding to requests for us to facilitate peer support, we set up Facebook group specifically for sarcoma support group leaders.

3. Partnership working - what we did:

- We continue to run the Clinical Trials Hub and have developed good, sustainable relationships with sarcoma centres and clinical trial coordinators. In 2018/19 we also built relationships with two pharmaceutical companies, Sierra Oncology and Epizyme, who now update us on relevant clinical trials.
- In line with our aims to further expand our service, we did some outreach work to promote the Support Line to Teenagers and Young Adult (TYA) teams across the UK, visiting Manchester, London, Bristol and Exeter.
- We worked with the rehabilitation teams at Royal Marsden and Royal Victoria, Newcastle to create our booklet, Rehabilitation and life after treatment.
- We created links with the skull-based team at King's Hospital to help us develop our resources for those with head and neck sarcoma.

Priority 4: Build a strong charity

Our achievements are only possible because of the energy and generosity of our fundraisers and donors. Our diverse philanthropic community includes patients, their family and friends, health professionals, charitable trusts and businesses. Their enthusiasm, loyalty and belief in Sarcoma UK are vital to ensure people affected by sarcoma have the support they need, and sarcoma researchers continue to move closer to finding effective treatments. In 2018/19, our income was £1,863,535. We express our deepest gratitude to everyone who has made a donation or helped to raise funds this year.

Highlights of the year included:

- We continued to build the London Marathon as our flagship fundraising event, with 64 runners who raised in excess of £250,000 before gift aid. We created the 'Marathon Club' to better support these important fundraisers, through a free event at Just Giving's offices and a popular and active closed Facebook group. Fundraisers using the Club's offering raised on average £1,800 more than those that did not.
- We grew the fundraising team to ensure we could develop more Fundraising streams and continue to provide the gold star service our supporters expect and deserve.
- We concentrated on building our Trust and Foundations offering. This included producing personalised reports tailored to Trusts' requirements. A lot of research was undertaken to examine Trusts and Foundations on the database, and to scope out organisations with the capacity to give in future years, giving the programme a solid building base. A Supporter Journey was created to ensure every organisation in the pipeline was fully stewarded throughout their engagement with Sarcoma UK.
- We worked with Money Tree Fundraising to produce a report into the major donors and prospects on Sarcoma UK's database. This has enabled us to create a complete package to offer prospective donors around the Genomics Programme, and it will help kick start our Major Donor Giving Programme
- We continued to support the Chris Martin Fellowship, attending and helping at the annual quiz which again raised over £20,000.
- We worked with more Corporate Partners than ever before, all of whom have a personal reason for fundraising for Sarcoma UK. Activities ranged from Canopus employees abseiling from the Cheesegrater building in the City of London to

employees from TUI walking a marathon in a day. We continue to build on our close relationship with the Analyst, our longest corporate partner through away days and regular updates.

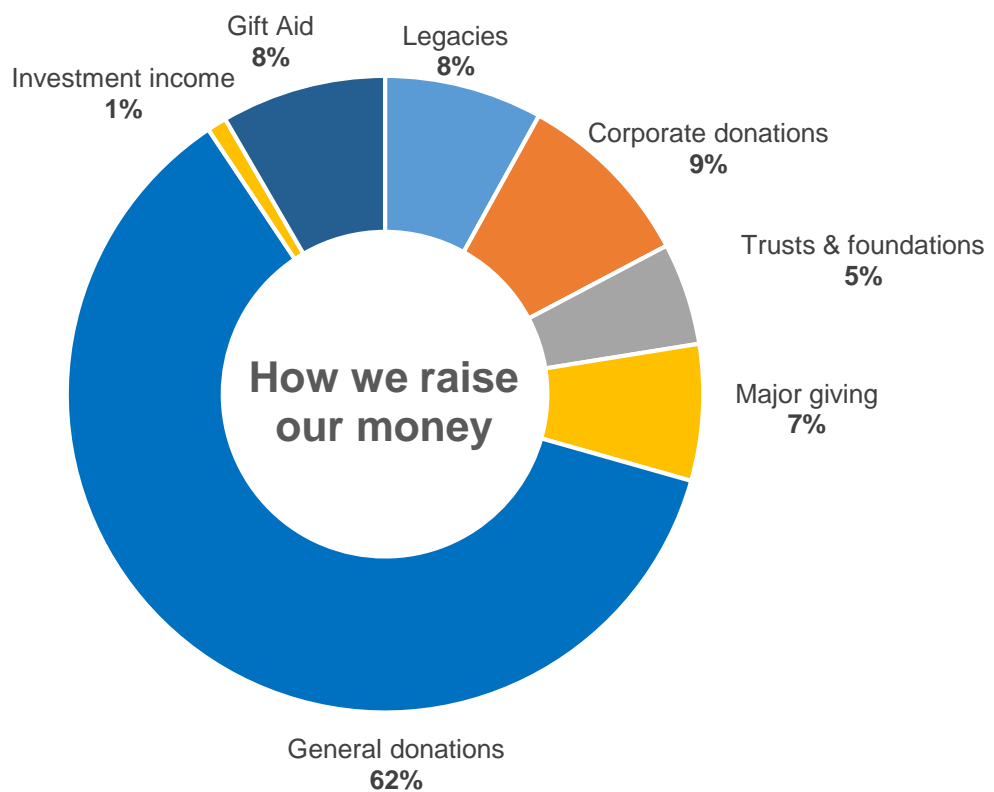
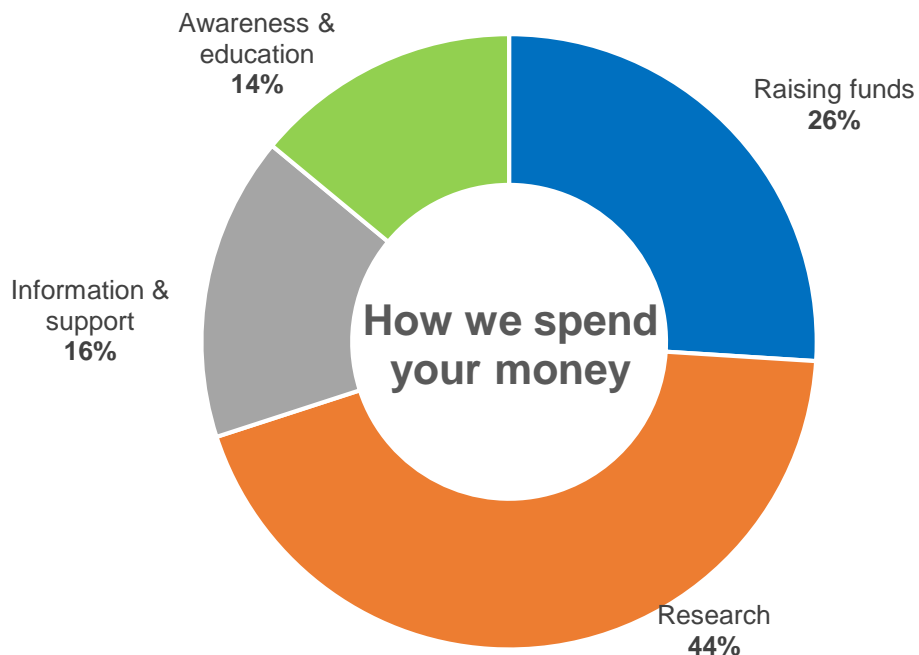
- We launched our volunteering programme. For the first time supporters can actively sign up to become collection box, cheer station or charity representative volunteers.

At Sarcoma UK we aim for best practice in all our fundraising activities. Our fundraising approach is to build long-term, meaningful relationships with donors and fundraisers based on transparency, respect and the clear demonstration of the value of their involvement. We are aware that some supporters may be vulnerable or go through periods of vulnerability, and have documented measures in place to help identify and protect vulnerable people who are in contact with the charity.

We have been registered with the Fundraising Regulator since its inception and comply with the Code of Fundraising Practice. We have a complaints procedure where our donors can register and complaints. We have received no complaints in the year through this channel. We do not use third-party agencies to fundraise on our behalf. We introduced a Commercial Participation Agreement for introduction in 2019, to ensure best practice with future partners.

The Finance and Operations team achieved the following:

- Implemented new GDPR legislation successfully, updating relevant processes and policies.
- 2018/19 was the first full year that a number of financial integration systems between the database and accounting system were in operation.
- They added a number of extra ways in which donations can be made including Facebook and ensured the underlying systems accurately capture and process data appropriately.
- There was a seamless transition to the Director of Finance and Resources' maternity cover commencing October 2018.
- Made the shortlist for the Third Sector's Finance team of the year award.



The above activities include 19% support costs and 2% governance costs, which have been re-allocated to each activity (see notes to financial statements).

Future Plans

In the coming year we will continue on our path towards achieving the objectives outlined in our refreshed strategy to 2021.

1. Research

- Become £1 million per year investor in sarcoma research.
- Invest in sarcoma researchers of the future.
- Identify transformational 'blue skies' research.

2. Information and Support

- Sarcoma expert information provider of choice.
- First port of call for support.
- Partnership working with appropriate organisations.

3. Awareness/Campaigning

- Develop a strong national voice.
- Influence and change national policy to benefit people affected by sarcoma through issue-based campaigns.
- Increase public awareness of sarcoma through higher profile and targeted campaigns.

Specifically, in 2019-20 we aim to:

- Increase the number of patients and their families we support by 15% (increase the number of contacts by 35%).
- Increase the amount we invest in research by 32% to £870k.
- Influence national and regional policy to benefit people affected by sarcoma.

We will do that by:

- Raising at least £2.13m.
- Raising awareness of sarcoma amongst the public and with healthcare professionals.
- Improving how we steward every donor to ensure they feel supported and regularly updated about the impact their funding is having.
- Articulating how we believe the healthcare policy environment can change to improve the outcomes and experience for sarcoma patients.

Governance, Structure and Management

Legal Entity

Sarcoma UK is a charity registered in England and Wales with the Charity Commission on 17 January 2011, and registered as a charity in Scotland on 12 September 2013. Its governing documents are its memorandum and articles of association. Sarcoma UK is also a

company limited by guarantee incorporated with Companies House on 10 January 2011.

Sarcoma UK is sole corporate Trustee of former charity The Sarcoma Trust.

Charitable Objectives

The objectives of the charity are: to promote and protect the physical and mental health of patients with bone and soft tissue sarcomas in the United Kingdom through the provision of information, support, education and practical advice to them, their families and their carers; the relief of sickness and the preservation of health in particular by promoting and supporting research with the publication of the useful results thereof and the development of more effective treatment and care for patients with bone and soft tissue sarcomas; to advance the education of the general public in all areas relating to sarcoma.

Board of Trustees 2018/19

Glyn Wilmshurst –Chair

Glyn co-founded the communications agency Touchline, which produces the publications, websites and branding of several governments as well as various international arts, trade, travel and sports organisations. Glyn was diagnosed with a myxoid liposarcoma in December 2010.

Sarah Conneally

Sarah is former Head of Events & Visits at 10 Downing Street, having worked for both David Cameron and Theresa May. Sarah was a colleague of Chris Martin at 10 Downing Street and she led their working group during our charity of the year partnership in 2016. Sarah is now a Director at the newly formed Commonwealth Summit Unit, part of the Cabinet Office.

Andy Eckles – Trustee with special interest in finance

Andy has 30 years' experience in finance, as both an auditor and currently as Group Financial Controller at Huntswood, a company that provides specialist resourcing and consultancy services. Andy's son, Tom, passed away from Ewing's sarcoma in September 2015.

Professor Rob Grimer

Rob is a (retired) Professor of Orthopaedic Oncology at the Royal Orthopaedic Hospital, Birmingham. During his long career in sarcoma, he helped pioneer the use of extendable prostheses and new surgical techniques such as irradiation and re-implantation of bone to treat sarcoma. He is a founding member of the British Sarcoma Group.

Ian Hughes

Ian is the owner of SILO Consulting Ltd, based in York. Ian was diagnosed with leiomyosarcoma in 2010.

Professor Ian Judson

Ian has been treating patients with sarcoma for 25 years as Head of the Sarcoma Unit at the Royal Marsden until his retirement in 2016. He has conducted many clinical trials in this area, and was a founder member of the British Sarcoma Group, and President until 2015.

Louisa Nicoll

Louisa is a nurse with extensive experience in the delivery of oncological and specialist palliative care services. She is currently Ward Manager at a Sue Ryder hospice in Henley-on-Thames. Louisa's husband was diagnosed with high grade osteosarcoma in March 2016.

Sharon Reid

Sharon is a former Executive Director and Chief Operating Officer at Edelman, the world's largest PR agency, and has worked in communications for the last 18 years.

Anjula Thompson

Anjula qualified as a Solicitor in 1993. She worked in private practice for 10 years and thereafter as a legal officer in the voluntary sector before taking up her current role, in 2005 as a Deputy District Judge, adjudicating in Civil and family cases. Anjula is the wife of Sarcoma UK trustee Dave Thompson who sadly passed away in 2016.

Johanne Vass

Jo is a Sarcoma Advanced Nurse Practitioner, the lead for sarcoma nursing services and a key member of the South Wales Sarcoma Multi-Disciplinary Team. She was the first sarcoma specialist nurse to be appointed in South Wales in 2012.

Dr Jeff White

Jeff is a consultant medical oncologist working in sarcoma at the Beatson West of Scotland Cancer Centre, and former National Lead Clinician for the Scottish Sarcoma Network.

Sam Whittam

Sam is a barrister working principally in the area of child protection and was called to the bar in 1995. In 2009, Sam lost her friend to sarcoma.

In October 2017 the Board agreed to formally sign up to the Charity Governance Code; to manage and take responsibility for Trustee governance. It formed two committees, the Nominations and Human Resources (NHR) Committee and the Governance, Risk and Finance (GRF) Committee.

Nominations and Human Resources Committee (NHR)

Responsible for HR and staffing issues, including staff remuneration. Responsibility for the renewal of tenure, recruitment and appointment of trustees is also delegated to the **Nominations and Human Resources Committee** who make recommendations to the Board of Trustees.

Members 2018/19:

- Sam Whittam (Chair)
- Louisa Nicoll
- Jeff White
- Sharon Reid

Governance, Risk and Finance Committee (GRF)

Responsible for overseeing governance, organisational risk and working with the Senior Management Team on finance. The **Governance, Risk and Finance Committee** make recommendations to the Board of Trustees.

Members 2018/19:

- Andy Eckles (Chair)
- Ian Judson
- Anjula Thompson
- Johanne Vass

Trustee Appointment and Induction

Sarcoma UK places a high value on having an informed and skilled Board of Trustees which guides the charity to achieve its ambitious goals.

Trustees serve a three-year term, after which they are eligible for re-election for a further three years.

New trustees are recruited in various ways, according to the skills sought by the Board. Vacancies are advertised in national charity media, through professional networks and via the charity's website and networks. Potential trustees are invited to submit a formal application and attend an interview with the Nomination and Human Resources Committee.

All trustees receive the Trustee Handbook, setting out the role and responsibilities of Sarcoma UK trustees, including the charity's policies and procedures relating to governance. A Register of Trustees' Interests is in place and updated annually.

All new trustees receive the governing document, strategy and business plan, published accounts and minutes of previous Board of Trustee meetings, Trustee Handbook, as well as Charity Commission guidance on effective governance. A formal induction programme is in place, where trustees spend time with the Chief Executive and the Senior Management Team. Trustees are subscribed to Governance publication and are encouraged to attend training and other events for charity trustees.

Organisational Structure

The Board of Trustees sets the strategic direction of Sarcoma UK and approves the main policies of the charity. It appoints and directs the Chief Executive, monitors performance and

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identifies and manages the major risks facing the charity. The Board meets four times a year.

The Board delegates responsibility for the running of the charity to the Chief Executive with clearly communicated and recorded executive limits. The Chief Executive is responsible and accountable for achieving Sarcoma UK's strategic objectives and delivering the annual business plan. A Senior Management Team is in place to support the Chief Executive, providing leadership across key areas of the charity's work, and ensuring delivery of the charity's day-to-day work.

Sarcoma UK's Senior Management Team in 2018/19 consisted of:

- Chief Executive
- Communications Director
- Director of Finance and Resources
- Director of Fundraising
- Director of Research and Policy
- Director of Information and Support

Sarcoma UK has a policy for reviewing staff salaries, set out in the Staff Handbook. Staff salaries are reviewed annually by the Board of Trustees Nominations and Human Resources Committee, on behalf of the Board of Trustees, and benchmarked against voluntary sector pay surveys and inflation. The remuneration of senior management is covered under this policy.

The total number of staff employed at 31 March 2019 was 21 (including 6 part-time). The trustees are grateful to the staff team for the outstanding work they do on behalf of people affected by sarcoma.

Volunteers

The trustees recognise the valuable contribution made by volunteers to Sarcoma UK and wish to record their gratitude for this commitment. These include: members of Sarcoma UK's Research Advisory Committee; sarcoma support group leaders; Sarcoma UK's Information Review Panel; Sarcoma UK's Medical Advisory Group, individuals and families who have provided their stories for use as case studies; everyone who has undertaken fundraising and awareness-raising in their communities; everyone who has set up information stands or cheering stations at events; and everyone who has supported Sarcoma UK at events and activities throughout the year. In accordance with accepted practice, no amounts are included in the financial statements to reflect the value of work undertaken by volunteers.

Risk Assessment

To manage risk effectively, Sarcoma UK uses a risk assessment model. The model sets out the processes for identifying major strategic risks, assessing their likely impact and, where appropriate, the measures that need to be implemented to mitigate the risks. These risks are

regularly reviewed by the Senior Management Team and the Trustee Governance Risk and Finance Committee.

In our risk assessment model, risks are categorised under the following headings: Governance, Financial, Operational, Environmental and External Factors, Compliance Risk, and Charitable Objectives.

The most significant current risk to the charity has been identified as the impact of the external environment on fundraising, in particular:

1. Change to fundraising regulations.
2. Public confidence in charities.
3. Uncertainty around Britain's withdrawal from the EU and the possible economic impact.

To manage this risk, the following actions will be incorporated into the risk model:

1. Investment into new fundraising streams to spread the risk and establish greater diversity in fundraising sources and provide a more balanced income portfolio.
2. Continue to be transparent in our practices demonstrating our activities and impact.
3. Robust monitoring of monthly management accounts to identify changes in income patterns as early as possible.

The risk model has been reviewed by the trustees and they are satisfied that appropriate systems are in place to mitigate major risks.

Grant Making Policy

Our research grants programme for sarcoma involves annual calls for proposals. These calls are open competition and publicised on our website and to the UK sarcoma research community, in particular research active sarcoma clinicians and UK Higher Education Institutes.

Applications submitted undergo a rigorous external peer review process to identify the best quality sarcoma research projects in centres of excellence across the UK. Our Research Advisory Committee considers all peer reviews and makes recommendations for funding to the Board of Trustees, who approve the final grants to be awarded.

Sarcoma UK is a member of the Association of Medical Research Charities (AMRC) and is fully compliant with their practices. Our Principle of Peer Review Policy is published and all applicants are made aware of it. We publish our Conflicts of Interest policy, whereby all members of the Research Advisory Committee are required to provide an annual declaration of potential conflicts of interest. The policy also sets out the conditions for automatic exclusion from participation in funding decisions for members who have conflicts of interest, and this policy is implemented rigorously at meetings.

Our research strategy states that no area of research is given greater priority over any other within a call. We always award on the basis of the scientific quality of the proposed studies. Clinical research projects must be patient focused. We will support both people and projects, and will provide funding for pump-priming research to support the development of ideas. We wish to increase the sum total of sarcoma research in the UK and remain flexible in our approach towards funding and research partnerships.

Public Benefit

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that have been set.

Working with Others

Sarcoma UK recognises that progress towards our goals is maximised when working collaboratively with others who share an interest in improving the lives of people affected by sarcoma. As the only UK charity focusing on all types of sarcoma, we aim to work collaboratively with the whole sarcoma community to achieve our vision for the future. In 2018/19, Sarcoma UK had collaborations with: the Association of Medical Research Charities (AMRC); BMJ Learning; Boom Foundation (Northern Ireland); British Sarcoma Group; Cancer 52; National Cancer Registry and Analysis Service (NCRAS), Welsh Cancer Intelligence and Surveillance Unit, Information Services Division of the NHS National Services Scotland, N. Ireland Cancer Registry, GIST Support UK; National Cancer Research Institute (NCRI) sarcoma clinical studies group; NCRI James Lind Alliance Priority Setting Partnership – Living With and Beyond Cancer steering group; National Institute of Health and Care Excellence (NICE); National Sarcoma Forum (of specialist nurses); NHS England; Public Health England, Sarcoma Patients EuroNet; the Scottish Sarcoma Network; and the network of sarcoma specialist centres – bone and soft tissue – in England, Wales and Northern Ireland.

Financial Review

Income

Sarcoma UK has made excellent progress against its objectives for the year, successfully raising £1,863,535, an increase of 15% from the previous year (2018: £1,616,335), which exceeded our income budget for the year. This is primarily due to an increase in legacy income (621%) and general donations (14%) which countered a decrease in trusts and foundations (47%).

The trustees wish to thank all donors for their invaluable support during the year, which is helping Sarcoma UK transform the lives of everyone affected by sarcoma.

Expenditure

Total expenditure increased to £1,851,808 (2018: £1,402,004), an increase of 32% mainly as a result of:

- Increasing grants made by £213,826 as part of the strategy to be a £1 million research funder by 2020-21.
- An increase in staff costs (including conference fees and training) of £145,600 which was due to new posts in the year, full year costs of new posts recruited in 2017/18 and recruitment costs and.
- An increase in event costs of £42,314 as we doubled our number of London Marathon places.

Sarcoma monitors spending closely, employing the use of financial management and budgetary controls across the charity and expenditure on our charitable activities remained high at 73% of total expenditure.

We strive to keep the costs of raising money to a minimum. There has been an increase of 45% in the cost of raising funds, which has directly resulted in an increase in our level of income. This year for every £1 spent on fundraising £3.69 was raised. This has decreased from the prior year as we invest in staff and projects to building a secure funding base for the future.

A surplus of £11,727 (2018: £214,331) was made this year and increases total charity funds to £1,178,719 (2018: £1,166,992), of which £ (68,295) are restricted as we have made a research grant in 18/19 for which we will receive funding from the McAlpine Trust over three years. The reserves policy is discussed below.

Reserves Policy

The Board of Trustees aim to maintain reserves at a level which equates to approximately six months of overhead costs.

The total funds of the charity at 31 March 2019 were £1,178,719 of which £(68,295) are restricted. This leaves a balance of £1,247,041 as unrestricted funds. The level of reserves is equivalent to over six months of overhead costs. This is approximately £510,000 for the forthcoming year, which will ensure uninterrupted services and delivery of our charitable activities. The reserves policy including designation of funds will be reviewed in 2019/20 to ensure it is adequate for the charity's future operational needs.

Statement of responsibilities of the trustees

The trustees (who are also directors of Sarcoma UK 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).

Sarcoma UK
Report of the Trustees
For the year ended 31 March 2019

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 company 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 judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- 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 adequate 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.
- 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 March 2019 was 12 (2018:12). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Sarcoma UK
Report of the Trustees
For the year ended 31 March 2019

Auditor

Sayer Vincent LLP was re-appointed as the charitable company's auditor during the year and has expressed its willingness to continue in that capacity.

The trustees' annual report has been approved by the trustees on 8th October 2019 and signed on their behalf by

Glyn Wilmshurst
Chair of Trustees

Acknowledgements

Patron Richard Whitehead MBE
Founder Roger Wilson CBE

Research Advisory Committee

Professor Penella Woll (Chair 1 April 2019 – 31 August 2018)

BMedSci, MBBS, PhD, FRCP
Professor of Medical Oncology, University of Sheffield

Professor Jeremy Whelan (Chair 1 October 2018 - 31 March 2019)

MD, RRCP, MBBS
Professor of Cancer Medicine, University College London

Dr Andrew Beggs

PhD, FRCS(Gen), MRCS(Eng), MBBS, BSc(Hons)
Reader in Cancer Genetics & Surgery, University of Birmingham

Dr Sara Booth

MD FRCP FRCPE
Honorary Consultant, Associate Lecturer, University of Cambridge
Honorary Senior Lecturer at the Department of Palliative Care and Policy, King's College London

Dr Bernadette Brennan

BSc, MBChB, MRCP (UK), FRCPCH, MD
Consultant Paediatric Oncologist, Royal Manchester Children's Hospital

Professor Susan Burchill

BSc (HONS), MD, PhD
Professor of Adolescent and Paediatric Cancer Research, Leeds Institute of Cancer and Pathology, University of Leeds

Mr Paul Cool

MD MMedSc (Res) FRCS (Ed) FRCS (Orth)
Consultant Orthopaedic & Oncological Surgeon, The Robert Jones and Agnes Hunt Orthopaedic Hospital, Oswestry

Mr Anant Desai

BA MA MBBS MD FRCS
Consultant General Surgeon, Queen Elizabeth Hospital, Birmingham

Dr Sinclair Dundas

PhD, MBChB, FRCPath
Consultant Pathologist, Aberdeen Royal Infirmary

Professor Adrienne Flanagan

MB, BCh, BAO, PhD, LRCPI, LRCSI, FRCPath, FMedSci
Professor of Musculoskeletal Pathology, University College London
Consultant Pathologist/Clinical Lead, Royal National Orthopaedic Hospital

Mr Craig Gerrand

FRCSEd (Tr and Orth), MD, MBA
Consultant Orthopaedic Surgeon, Royal National Orthopaedic Hospital

Dr Paul Huang

PhD
Team Leader, Division of Molecular Pathology, Institute of Cancer Research

Professor Ted Hupp

PhD
Principal Investigator and Professor of Cancer Research, University of Edinburgh

Dr Christina Messiou

B Med Sci; BMBS; MRCP; FRCR; MD
Consultant Radiologist, The Royal Marsden Hospital and Honorary Faculty at The Institute of Cancer Research.

Dr Karen Sisley

BSc, PhD
Senior Lecturer, University of Sheffield

Dr James Spicer

MRCP, PhD, FCRP
Consultant in Medical Oncology, Guy's and St Thomas' Hospitals
Co-lead of the King's Experimental Cancer Medicine Centre, King's College London

Dr Sandra Strauss

BA, MBBS, MRCP (UK) PhD
Consultant Medical Oncologist, University College Hospitals London

Dr Neil Vargesson

BSc, PhD, FHEA
Senior Lecturer, University of Aberdeen

Sarcoma UK
Acknowledgements
For the year ended 31 March 2019

Professor Galina Velikova

BMBS, RCP, PhD

Chair of Psychosocial and Medical Oncology, University of Leeds

Dr Jayne Wood

MBBS FRCP BSc PgDip

Consultant in Palliative Medicine and Clinical Lead, Royal Marsden and Royal Brompton Hospitals London

We are deeply grateful to all those that have supported us during the year with special thanks to:

Adam Jones Fund
Amy Westlake Fund
Ascot Underwriting Limited
Canopus
Charley's Fund
Chris Martin Fund
Circle of 8
Dave Thompson Fund
Derek Watkins Fund 007
Fortis in Arduis
GeeWizz Charitable Trust
Hope's Fund
James Hessey Fund
Jessica's Sarcoma Awareness
Lee Shields Memorial Fund
Leigh Haskin Fund
Luis' Legacy
Maidenhead Rugby Tigers
M&S Fosse Park
Parvinder Sawhney Fund
Peter Thompson Fund
Primus Capital Markets UK Limited
Richard Sumner Fund
Roy Thompson Charitable Trust
Sandie's Stars Fund
Sayako Grace Robinson Fund
Scamp & Dude
Steph Darling Fund
St James's Place Charitable Foundation
Tay Charitable Trust
Terry Allison Tribute Fund

Sarcoma UK
Acknowledgements
For the year ended 31 March 2019

The Analyst
The Boom Foundation
The Crispa (Richard Cahn) Charitable Trust
The Forman Hardy Charitable Trust
The Inman Charity
The Lynn Foundation
The Mason Le Page Charitable Trust
The Mistra Trust
The Paul Cottingham Trust
The Robert McAlpine Foundation
The Will Charitable Trust
The Wilmcote Charitrust
The Woodroffe Benton Foundation
The Worshipful Company of Fuellers
Tom Eckles Fund
Tom McMahan Fund
TUI Business Transformation.
Ulegend Fund

Individuals who have provided professional support

Mark Gould (Director, The Systems Management Company) has provided valuable professional support and advice to Sarcoma UK on a pro-bono basis.

A huge thank-you to all our supporters

Opinion

We have audited the financial statements of Sarcoma UK (the 'charitable company') for the year ended 31 March 2019 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 March 2019 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended.
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.
- Have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- 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.
- The trustees' annual report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) require 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; or
- The trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in

preparing the trustees' annual report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Sarcoma UK
Independent auditor's report
For the year ended 31 March 2019

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Noelia Serrano (Senior statutory auditor)

23 October 2019

for and on behalf of Sayer Vincent LLP, Statutory Auditor

Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

Sayer Vincent LLP is eligible to act as auditor in terms of section 1212 of the Companies Act 2006

Sarcoma UK

Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2019

	Note	Unrestricted £	Restricted £	2019 Total £	Unrestricted £	Restricted £	2018 Total £
Income from:							
Donations and legacies	2	1,594,194	263,981	1,858,175	1,294,105	317,707	1,611,812
Investments		5,360	-	5,360	4,523	-	4,523
Total income		1,599,554	263,981	1,863,535	1,298,628	317,707	1,616,335
Expenditure on:							
Raising funds	3	504,409	517	504,926	346,547	1,192	347,739
Charitable activities							
Research	3	483,058	322,815	805,873	250,071	318,492	568,563
Information and support	3	276,158	12,052	288,210	205,696	1,050	206,746
Awareness and education	3	252,505	294	252,799	277,839	1,117	278,956
Total expenditure		1,516,130	335,678	1,851,808	1,080,153	321,851	1,402,004
Net income / (expenditure) and net movement in funds for the year	5	83,424	(71,697)	11,727	218,475	(4,144)	214,331
Reconciliation of funds:							
Total funds brought forward		1,163,590	3,402	1,166,992	945,115	7,546	952,661
Total funds carried forward		1,247,014	(68,295)	1,178,719	1,163,590	3,402	1,166,992

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 16 to the financial statements.

Sarcoma UK

Balance sheet

Company no. 7487432

As at 31 March 2019

	Note	£	2019 £	£	2018 £
Fixed assets:					
Tangible assets	10		16,474		20,266
			<u>16,474</u>		<u>20,266</u>
Current assets:					
Debtors	11	549,148		390,937	
Short term deposits		213,041		210,356	
Cash and cash equivalents		1,817,228		1,652,227	
			<u>2,579,417</u>	<u>2,253,520</u>	
Liabilities:					
Creditors: amounts falling due within one year	12	642,950		678,088	
			<u>1,936,467</u>	<u>1,575,432</u>	
Net current assets					
			<u>1,952,941</u>	<u>1,595,698</u>	
Total assets less current liabilities					
Creditors: amounts falling due after one year	13		774,222		428,706
			<u>1,178,719</u>	<u>1,166,992</u>	
Total net assets	14				
The funds of the charity:	15				
Restricted income funds			(68,295)		3,402
Unrestricted income funds:					
Designated funds		-		500,000	
General funds		1,247,014		663,590	
			<u>1,247,014</u>	<u>1,163,590</u>	
Total unrestricted funds					
Total charity funds			<u>1,178,719</u>	<u>1,166,992</u>	

Approved by the trustees on 8th October 2019 and signed on their behalf by Glyn Wilmshurst

Glyn Wilmshurst
Chair of Trustees

Sarcoma UK

Statement of cash flows

For the year ended 31 March 2019

	2019		2018	
	£	£	£	£
Cash flows from operating activities:				
Net income for the reporting period (as per the statement of financial activities)	11,727		214,331	
Depreciation charges	6,969		9,128	
Interest	(5,360)		(4,523)	
(Increase) in debtors	(158,211)		(192,655)	
Increase in creditors	310,378		224,654	
	<u>165,502</u>		<u>250,935</u>	
Net cash provided by operating activities		165,502		250,935
Cash flows from investing activities:				
Transferred (to) short term deposits	(2,685)		(2,440)	
Interest received	5,360		4,523	
Purchase of fixed assets	(3,177)		(19,166)	
	<u>(502)</u>		<u>(17,083)</u>	
Net cash (used in) investing activities		(502)		(17,083)
		<u>165,001</u>		<u>233,852</u>
Change in cash and cash equivalents in the year		165,001		233,852
Cash and cash equivalents at the beginning of the year		<u>1,652,227</u>		<u>1,418,375</u>
Cash and cash equivalents at the end of the year		<u><u>1,817,228</u></u>		<u><u>1,652,227</u></u>
Analysis of cash and cash equivalents				
		At 1 April 2018	Cash flows	As at 31 March 2019
		£	£	£
Cash at bank and in hand		1,549,497	164,146	1,713,643
Notice deposits (less than three months)		102,730	855	103,585
		<u>1,652,227</u>	<u>165,001</u>	<u><u>1,817,228</u></u>
Total cash and cash equivalents		<u><u>1,652,227</u></u>	<u><u>165,001</u></u>	<u><u>1,817,228</u></u>

1 Accounting policies

a) Statutory information

Sarcoma UK is a charitable company limited by guarantee and is incorporated in the United Kingdom. The registered office address (and principal place of business, if different from the registered office) is 49-51 East Road, London, N1 6AH.

b) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (September 2015) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

c) Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS 102.

d) Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

e) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from revenue grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

f) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

1 Accounting policies (continued)

g) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

h) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

i) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- ~ Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- ~ Expenditure on charitable activities includes the costs of raising sarcoma awareness, funding research and providing information and support, all undertaken to further the purposes of the charity and their associated support costs

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

j) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity.

Support costs are those costs which do not in themselves constitute a charitable or fundraising activity, but are the central office functions necessary to support these activities. They include administration, finance, HR and office overhead costs.

Governance costs are the costs associated with the governance arrangements of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities.

Support and governance costs are re-allocated to each of the activities on the following basis which is an estimate, based on staff time, of the amount attributable to each activity

~ Raising funds	30%
~ Research	20%
~ Information and support	33%
~ Awareness and education	17%

k) Operating leases

Rentals payable under operating leases, where substantially all the risks and rewards of ownership remain with the lessor, are charged to the statement of financial activities on a straight line basis over the minimum lease term.

l) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £250. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

~ Fixtures and fittings	5 years
~ Computer equipment	5 years

1 Accounting policies (continued)**m) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

o) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

p) Pensions

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund. The pension cost charge represents contributions payable under the scheme by the charitable company to the fund. The charitable company has no liability under the scheme other than for the payment of those contributions.

2 Income from donations and legacies

	Unrestricted	Restricted	2019	Unrestricted	Restricted	2018
	£	£	Total	£	£	Total
			£			£
Donations and gifts	1,443,329	263,981	1,707,310	1,271,151	317,707	1,588,858
Legacies	150,865	-	150,865	20,920	-	20,920
Donated services	-	-	-	2,034	-	2,034
	<u>1,594,194</u>	<u>263,981</u>	<u>1,858,175</u>	<u>1,294,105</u>	<u>317,707</u>	<u>1,611,812</u>

Sarcoma UK

Notes to the financial statements

For the year ended 31 March 2019

3a Analysis of expenditure (current year)

	Charitable activities						2019 Total £	2018 Total £
	Cost of raising funds £	Research £	Information and support £	Awareness and education £	Governance costs £	Support costs £		
Staff costs (Note 6)	181,658	56,000	128,897	101,239	25,678	175,356	668,828	557,125
Other staff costs	22,776	11,632	10,289	6,417	2,495	18,978	72,587	38,690
Research grants payable (Note 5)	-	655,646	-	-	-	-	655,646	441,820
Travel & subsistence	91	2,592	3,859	456	601	97	7,696	4,766
Fundraising fees	35,390	-	-	-	-	-	35,390	46,763
Fundraising materials	9,418	-	-	-	-	-	9,418	7,044
Events, participation & publicity costs	111,008	-	-	-	-	-	111,008	68,694
Fundraising appeals	341	-	-	-	-	-	341	4,663
Donor relationship management	14,137	-	-	-	-	-	14,137	3,022
PR & marketing	-	-	-	54,370	-	-	54,370	11,632
Support services	-	-	7,088	-	-	-	7,088	4,692
Awareness & education projects	-	-	-	21,258	-	-	21,258	55,482
Information services	-	-	8,492	-	-	-	8,492	4,257
Office costs	-	-	-	-	-	124,797	124,797	101,045
Office communication costs	-	-	-	-	-	16,043	16,043	15,966
Membership subscriptions	1,996	1,435	-	-	1,336	-	4,767	2,439
Trustees development, expenses & meeting costs	-	-	-	-	5,546	-	5,546	4,724
Legal & professional	6,881	227	227	227	8,192	8,471	24,225	17,080
Insurance	-	-	-	-	-	2,656	2,656	2,495
Bank charges	-	-	-	-	-	546	546	477
Depreciation	-	-	-	-	-	6,969	6,969	9,128
	383,696	727,532	158,852	183,967	43,848	353,913	1,851,808	1,402,004
Support costs	107,866	69,705	115,098	61,244	-	(353,913)	-	-
Governance costs	13,364	8,636	14,260	7,588	(43,848)	-	-	-
Total expenditure 2019	504,926	805,873	288,210	252,799	-	-	1,851,808	1,402,004
Total expenditure 2018	347,739	568,563	206,746	278,956	-	-	1,402,004	-

Of the total expenditure £1,516,130 was unrestricted (2018: £1,080,153) and £335,678 was restricted (2018: £321,851).

Sarcoma UK

Notes to the financial statements

For the year ended 31 March 2019

3b Analysis of expenditure (prior year)

	Charitable activities						2018 Total £
	Cost of raising funds £	Research £	Information and support £	Awareness and education £	Governance costs £	Support costs £	
Staff costs (Note 6)	125,320	62,838	113,805	114,070	17,967	123,125	557,125
Other staff costs	5,539	3,866	7,497	16,326	3,074	2,388	38,690
Research grants payable (Note 5)	-	441,820	-	-	-	-	441,820
Travel & subsistence	199	2,777	996	568	64	162	4,766
Fundraising fees	46,763	-	-	-	-	-	46,763
Fundraising materials	7,044	-	-	-	-	-	7,044
Events, participation & publicity costs	68,694	-	-	-	-	-	68,694
Fundraising appeals	4,663	-	-	-	-	-	4,663
Donor relationship management	3,022	-	-	-	-	-	3,022
PR & marketing	-	-	-	11,632	-	-	11,632
Support services	-	-	4,692	-	-	-	4,692
Awareness & education projects	-	-	-	55,482	-	-	55,482
Information services	-	-	4,257	-	-	-	4,257
Office costs	-	-	-	-	-	101,045	101,045
Office communication costs	-	-	-	-	-	15,966	15,966
Membership subscriptions	779	780	-	555	-	325	2,439
Trustees development, expenses & meeting costs	-	-	-	-	4,724	-	4,724
Legal & professional	-	-	-	-	11,263	5,817	17,080
Insurance	-	-	-	-	-	2,495	2,495
Bank charges	-	-	-	-	-	477	477
Depreciation	-	-	-	-	-	9,128	9,128
	262,023	512,081	131,247	198,633	37,092	260,928	1,402,004
Support costs	75,048	49,452	66,102	70,326	-	(260,928)	-
Governance costs	10,668	7,030	9,397	9,997	(37,092)	-	-
Total expenditure 2018	347,739	568,563	206,746	278,956	-	-	1,402,004

4 Grant making

	2019 £	2018 £
Grants to institutions:		
Newcastle University	-	48,937
University College London	392,255	120,000
Institute of Cancer Research	144,490	63,606
Aston University	118,918	-
University of Sheffield	-	49,427
University of Liverpool	-	20,750
University of Southampton	-	24,820
University of Cambridge	-	109,953
Birbeck College, University of London	-	23,934
Queens University Belfast	-	23,749
	655,663	485,176
Queens University Belfast (underspend)	(17)	-
Institute of Cancer Research (underspend)	-	(3,041)
University of Edinburgh (underspend)	-	(1,830)
University of Aberdeen (underspend)	-	(13,685)
Royal Orthopaedic Hospital (terminated by institution)	-	(24,800)
At the end of the year	655,646	441,820

Full details of grant making activities are disclosed on page 8-10 of the report of the trustees.

5 Net income / (expenditure) for the year

This is stated after charging / (crediting):

	2019 £	2018 £
Depreciation	6,969	9,128
Interest received	(5,360)	(4,523)
Operating lease rentals:		
Property	88,284	67,938
Auditors' remuneration (excluding VAT):		
Audit	6,400	6,300

6 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2019 £	2018 £
Salaries and wages	581,300	492,664
Redundancy and termination payments	12,125	-
Social security costs	57,330	47,499
Employer's contribution to defined contribution pension schemes	17,668	13,129
Accrued holiday pay	405	3,833
	668,828	557,125

Notes to the financial statements

For the year ended 31 March 2019

The following number of employees received employee benefits (excluding employer pension costs and national insurance contributions) during the year between:

	No.	No.
£90,000- £99,999	<u>1</u>	<u>1</u>

The total employee benefits including pension contributions and national insurance of the key management personnel were £319,750 (2018: £277,527) incurred by 7 (2018: 6) employees.

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2018: £nil). No charity trustee received payment for professional or other services supplied to the charity (2018: £nil).

Trustees' expenses represents the payment or reimbursement of travel and subsistence costs totalling £3,573 (2018: £4,341) incurred by 14 (2018: 14) members relating to attendance at meetings of the trustees. The costs shown in note 4 for trustees' development, expenses & meeting costs also include costs relating to trustee meeting lunches, which are not direct trustee expenses relating to attendance at meetings of the trustees.

7 Staff numbers

	2019 No.	2018 No.
Raising funds	4	4
Research and policy	3	2
Information and support	4	3
Awareness	3	3
Support	7	3
	<u>21</u>	<u>15</u>

8 Related party transactions

Sarcoma UK Trustees and close family personally donated and raised £20,111.

9 Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

10 Tangible fixed assets

	Fixtures and fittings £	Computer equipment £	Total £
Cost or valuation			
At the start of the year	29,520	24,892	54,412
Additions in year	-	3,177	3,177
At the end of the year	<u>29,520</u>	<u>28,069</u>	<u>57,589</u>
Depreciation			
At the start of the year	13,669	20,477	34,146
Charge for the year	4,811	2,158	6,969
At the end of the year	<u>18,480</u>	<u>22,635</u>	<u>41,115</u>
Net book value			
At the end of the year	<u>11,040</u>	<u>5,434</u>	<u>16,474</u>
At the start of the year	<u>15,851</u>	<u>4,415</u>	<u>20,266</u>

All of the above assets are used for charitable purposes.

11 Debtors

	2019 £	2018 £
Other debtors	26,563	24,807
Prepayments	247,358	143,398
Accrued income	275,227	222,732
	549,148	390,937

12 Creditors: amounts falling due within one year

	2019 £	2018 £
Trade creditors	31,584	22,844
Taxation and social security	14,664	13,893
Other creditors	3,632	2,078
Accruals	26,673	21,430
Grants payable	566,397	617,843
	642,950	678,088

13 Creditors: amounts falling due after one year

	2019 £	2018 £
Grants payable	774,222	428,706
	774,222	428,706

14a Analysis of net assets between funds (current year)

	General unrestricted £	Designated £	Restricted £	Total funds £
Tangible fixed assets	14,779	-	1,695	16,474
Net current assets	2,006,457	-	(69,990)	1,936,467
Long term liabilities	(774,222)	-	-	(774,222)
Net assets at 31 March 2019	1,247,014	-	(68,295)	1,178,719

14b Analysis of net assets between funds (prior year)

	General unrestricted £	Designated £	Restricted £	Total funds £
Tangible fixed assets	16,874	-	3,392	20,266
Net current assets	646,716	928,706	10	1,575,432
Long term liabilities	-	(428,706)	-	(428,706)
Net assets at 31 March 2018	663,590	500,000	3,402	1,166,992

15a Movements in funds (current year)

	At 1 April 2018 £	Income and gains £	Expenditure and losses £	Transfers £	At 31 March 2019 £
Restricted funds:					
Sarcoma Trust	10	-	-	-	10
Infrastructure development	3,392	-	(1,697)	-	1,695
Research	-	263,981	(333,981)	-	(70,000)
Total restricted funds	3,402	263,981	(335,678)	-	(68,295)
Unrestricted funds:					
Research designated funds	500,000	-	(400,165)	(99,835)	-
General funds	663,590	1,599,554	(1,115,965)	99,835	1,247,014
Total unrestricted funds	1,163,590	1,599,554	(1,516,130)	-	1,247,014
Total funds	1,166,992	1,863,535	(1,851,808)	-	1,178,719

15b Movements in funds (prior year)

	At 31 March 2017 £	Income and gains £	Expenditure and losses £	Transfers £	At 31 March 2018 £
Restricted funds:					
Sarcoma Trust	10	-	-	-	10
Infrastructure development	7,536	-	(4,144)	-	3,392
Research	-	317,707	(317,707)	-	-
Total restricted funds	7,546	317,707	(321,851)	-	3,402
Unrestricted funds:					
Research designated funds	500,000	-	(124,113)	124,113	500,000
General funds	445,115	1,298,628	(956,040)	(124,113)	663,590
Total unrestricted funds	945,115	1,298,628	(1,080,153)	-	1,163,590
Total funds	952,661	1,616,335	(1,402,004)	-	1,166,992

Purposes of restricted funds:**Sarcoma Trust**

These funds represent the amounts retained within the Sarcoma Trust after becoming a linked charity with Sarcoma UK.

Infrastructure Development

Expenditure against the fund relates to depreciation charges for the year, on assets purchased to develop the infrastructure of Sarcoma UK.

Research

In 2018/19 Sarcoma UK issued a grant for a Phd for which we subsequently received funding from the McAlpine Trust. The Trust is funding Sarcoma UK £35,000 each year for three years, the first payment was received in 2018/19 and the second and third payments will be received in 2019/20 and 2020/21. Consequently the restricted fund to which this funding relates was in deficit at 31st March 2019.

Information and Support

These funds are to be used specifically towards the provision of support and information for the sarcoma community, as requested by the donor.

16 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods

	Property 2019 £	2018 £	Equipment 2019 £	2018 £
Less than one year	22,597	22,071	473	473
	22,597	22,071	473	473

17 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.