

Palliative Care Work, Chair of Trustees Report to AGM 8th October 2022

This is my second annual report to the Palliative Care Works (PCW) board as Chair of Trustees; I would like to start by thanking all the PCW Trustees for all their energy, passion and commitment and the considerable work they have undertaken over the past year. The Trustees volunteer their time to achieve the aims and objectives of the charity and work hard on our projects to enable more people to benefit from palliative care through education, training and mentorship in parts of the world where this is not currently the case.

Review of work over the past year

Reviewing PCW's work over the past year first, at the end of 2021 we completed a 2 year DFID/FCDO funded project in South East Tanzania which was focused on the introduction of palliative care to 4 hospital teams. This was the largest grant to date that PCW has secured. It was very effectively led by Dr Karilyn Collins who worked tirelessly to deliver the project. The pandemic interrupted the planned proposal for this project, we are grateful to the UK mentors who supported the new teams virtually. In addition, the Tanzanian mentors and Mr. Elvis Miti who stepped up to do more and keep the project on track when international travel was not possible.

This project was comprehensively evaluated by external palliative care colleagues in Uganda, a full report is available, the key learning for PCW from this report was the importance of collaborative leadership of the project by Dr Karilyn Collins, having an understanding of the country and established networks before embarking on a new project. In addition, this project further ensured that PCW strengthened our governance processes.

Currently in progress the Nursing Now Challenge Fund was an opportunity to continue to support the new services in South East Tanzania. This online programme, funded by The Tropical Health & Education Trust (THET), seeks to develop early career nurse's leadership skills. My thanks to Dr Charles Champion-Smith for securing the funding for the project and for supporting and encouraging these nurses in their service improvement projects which will directly benefit patients. We have heard from one of the nurses, Faraja Kilewa, during the conference today.

Ethiopia: PCW has continued to work to support palliative care in Ethiopia, building on previous work undertaken in 2016-2019. During the past year a PCW team delivered an online mentoring programme to enhance, develop and support the teaching capacity of Hospice Ethiopia and the provision of a cohort of skilled palliative care educators in Ethiopia. Hospice Ethiopia (UK) successfully bid to participate in the 'Big Give Programme' to fund the project. It was delayed due to the pandemic and the civil war in Ethiopia; despite this it was delivered virtually between Jan and Mar this year.

During the past year PCW delivered a masters level module on Palliative and End of Life Care for Bethlehem University, as part of a Master's programme in Oncology and Palliative Care Nursing,

much of which has been delivered virtually over the past 2 years. The relationship with Bethlehem University has been developed over 6 years and expertise in palliative care has grown and developed locally, with some impressive palliative care champions now leading palliative care teams and teaching and mentoring new students on the programme.

As you have heard in the conference today PCW have developed some educational videos supported by a grant from the Sir Halley Stuart Fund (SHSF), these videos have been made available on our website, free of charge, and have been designed to accompany the Palliative Care Toolkit. The videos have recently been presented at the African Palliative Care Association (APCA) conference. Thank you to the team who worked on these videos, you have heard more about this project during the conference today.

Today was our third virtual conference; I would like to thank Dr Michael Minton and all the planning team. The annual conference has become a central part of PCW's educational activity. Having a virtual conference has enabled us to invite speakers from all over the world and to make connections with others passionate about making palliative care available to all who need it. In addition, it has enabled PCW to develop a collaborative relationship with St Christopher's Hospice International Fellowship programme, we have heard from 2 of the recent fellows today. As you have seen, virtual and blended delivery is changing and developing very fast, a positive outcome of learning during the pandemic. PCW will need to embrace these changes and further develop and clarify its own virtual offer.

Changes to the Board of Trustees

The PCW Board of Trustees has been very stable for 14 years since the start of PCW in 2008, however now there is change; Dr Richard Collins stepped down from the board at the end of last year. On behalf of the board I would like to thank Richard for his considerable wisdom, calmness and support to the teaching teams he has been part of.

Dr Helen Bennett is stepping down from the board; she has been passionate about the development of palliative care for children and young people and has been a supportive and invaluable colleague. I personally have valued her support as Vice Chair over the past two years. Thank you Helen for your considerable contribution to PCW, you will be very much missed by the board.

Stephen Chowns is stepping down as secretary to the board at this meeting. Thank you Stephen for all your administration work to support the work of PCW which you have taken on since the start. As a board we have now agreed to pay for administration support in the future, Stephen plans to continue as a Trustee of PCW.

Dr Karilyn Collins stepped down as Treasurer at the end of last year. She had taken on this role diligently since the start of PCW. In particular she has managed the DFID/FCDO grant over the past two years, a considerable amount of work –thank you Karilyn.

The process to appoint new Trustees is well underway and we have some impressive applicants. We need to promote diversity within the board and to encourage mid-career palliative care professionals to join us to ensure sustainability.

Looking to the future, there is much to do both from a PCW charity point of view and in terms of the people who benefit from our work. There is more to do to develop and update our online presence, to ensure that inclusion and diversity is central to all our activities, to ensure board members are clear about the process of decision-making and clarifying PCW's future model of education, training and mentorship, in the context of environmental concerns and the learning from the past two years of the pandemic.

I am also stepping down as Chair and board member after 14 years. I would like to wish my PCW colleagues well in the future and I will watch with interest to see how PCW develops and evolves.

Thanks again to all my PCW colleagues for their hard work, enthusiasm and passion for palliative care globally.

Jane Appleton, Chair of Trustees

8th October 2022

PALLIATIVE CARE WORKS (A CHARITABLE INCORPORATED ORGANISATION)
RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2021

<u>RECEIPTS</u>	<u>UNRESTRICTED</u>	<u>RESTRICTED</u>	<u>HS</u>	<u>RESTRICTED</u>	<u>TOTAL</u>
	<u>FUND</u>	<u>NEPAL</u>	<u>PROJECT</u>	<u>Tz PROJECT</u>	
	£	£	£	£	£
DFID	-	-	-	10525.49	10525.49
HS Trust	-	-	5000.00	-	5000.00
Consultation Fees	75.00	-	-	-	75.00
NPAC (Tz Project)	1064.94	-	-	-	1064.94
Sales of Toolkits	-	-	-	-	-
Lent Lunch	-	-	-	-	-
Donations	500.00	-	-	-	500.00
Refunds	-	-	17.22	2870.15	2887.37
TOTAL RECEIPTS	1639.94	-	5017.22	13395.64	20052.80
<u>PAYMENTS</u>					
Tanzania Project	-	-	-	22028.51	22028.51
HS Project	-	-	1383.93	-	1383.93
Other conference and Meeting Expenses	-	-	-	-	-
Trainers Manual 2nd Edition	-	-	-	-	-
Website Redesign	-	-	-	-	-
Printing & IT	73.07	-	-	-	73.07
Sundry	38.99	-	-	-	38.99
TOTAL PAYMENTS	112.06	-	1383.93	22028.51	23524.50
<u>Surplus/(Deficit) for the year</u>	1527.88	-	3633.29	-8632.87	-3471.70
<u>Balance at bank at 01/01/2021</u>	7622.49	2263.07	-	8632.87	18518.43
<u>Balance at bank at 31/12/2021</u>	£9,150.37	£2,263.07	£3,633.29	£0.00	£15,046.73

STATEMENT OF ASSETS AND LIABILITIES AT 31st DECEMBER 2021

<u>Balance at Bank</u>	9150.37	2263.07	3633.29	0.00	15046.73
<u>Other monetary assets:-</u>					
DFID - Balance of NPAC	125.98	-	-	-	125.98
Bethlehem Training Course	2073.31	-	-	-	2073.31
<u>Liabilities - None</u>	-	-	-	-	-
NET ASSETS AT 31st DECEMBER 2021	£11,349.66	£2,263.07	£3,633.29	£0.00	£17,246.02

Note: A stock of Toolkits, Manuals and Leaflets was held at 31st December 2021 which are usually distributed free of charge.

TO:- The Trustees of the Palliative Care Works (CIO):

I have examined the books and records of the Palliative Care Works (CIO) for the year ended 31st December 2021 and confirm that the above accounts are in accordance therewith.

In the course of my examination no matter has come to my attention:

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

(a) to keep accounting records in accordance with section 130 of the Charities Act;

(b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 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.

OLIVER JACK WEBB