



## Trustees' Annual Report and Financial Statements

Year ended 31 March 2018

Shine - Spina Bifida, Hydrocephalus, Information, Networking, Equality  
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## An introduction from our Chairman

**It is hard to believe that it is a year ago since Shine introduced its new Corporate Plan 2017 – 2022, which was developed to provide the charity with a clear direction for the development and delivery of our services to members.**

The Plan also places a greater focus on the strategic drive that Shine should have on a national platform to call for, and influence, long-lasting improvements to the statutory services that our members need to access on a regular basis.

We have made significant progress and had key successes on the ambitious goals we set out when we launched the Plan, including the continuation of an Adult Spina Bifida clinic at Chelsea and Westminster Hospital which was under threat of closure, and putting mandatory fortification of flour with folic acid on to a national platform.

We still face challenges as a charity in an uncertain and ever-changing world. Funding and fundraising to provide the services is a continual battle. Keeping up with changes in legislation and managing risk is always on-going.

However, nothing can compare to the constant and daily challenges that people with spina bifida and hydrocephalus, and associated conditions, face.

Statutory services in Health and Social Care have mounting pressures and struggle to provide the services our members need. Changes and cuts to the welfare system have created worry and financial hardship for many.

There is a widespread lack of awareness and understanding of the conditions amongst many professionals which, if better understood, would lead to quicker and more preventative treatment than is currently the case for the majority of people we work with.

Shine exists to inform, raise awareness and provide advice and support. We exist to engage, empower and enable. The Trustees' report highlights some of our achievements in the past year, and leads us into year 2 of the Corporate Plan.

I am extremely grateful to everyone who has supported us this year. Special thanks must go to our staff, trustees, volunteers, corporate partners, funders and fundraisers. We are very much looking forward to working with you in the future.

**Together we can continue to make a difference.**

Mark Noakes, Chair

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## Shine's vision

A society where all those whose lives are affected by Spina Bifida and / or Hydrocephalus, and associated conditions, are empowered and enabled through choice and equality of opportunity.

## Our aim

To make a **positive difference** to the lives of people affected by Spina Bifida and / or Hydrocephalus, and associated conditions.

## Strategic goals

- 1 Improving outcomes through early intervention and support**  
Babies and children from birth to 10 year olds will have improved health, educational and social outcomes through specific approaches for support, intervention and condition management.
- 2 Access to better care and services for all**  
People with Spina Bifida and / or Hydrocephalus will have access to specialist services and treatments, which will enable better care and condition management.
- 3 Improved lifestyle and choices**  
People with Spina Bifida and / or Hydrocephalus will be enabled, engaged and empowered to make informed choices about the lives they want to lead.
- 4 Preventing Spina Bifida**  
Greater focus on the causes of Spina Bifida and a call for Government and others to take decisive action in the prevention of Spina Bifida.
- 5 Quality information and support**  
People affected by Spina Bifida and / or Hydrocephalus, and other key stakeholders, will have access to high-quality information and support to meet their needs.



## Underpinned by our values

- Promote the empowerment and participation of people with Spina Bifida and Hydrocephalus, and associated conditions
- Value and respect all the different people with whom we work
- Challenge the ways in which society disables our members
- Work to achieve excellence
- Welcome challenge and review
- Use resources ethically, thoughtfully and responsibly

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## The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31st March 2018.

### Reference Details for the Charity

Full details of Trustees and Advisors who served during the year may be seen on page 41.

### Objectives and Activities

The main objective of the charity is for ‘the relief of persons who have spina bifida and/or hydrocephalus, or allied or related disorders, by providing for their care, welfare, treatment, education, and integration into society.’

The Trustees have had due regard to guidance published by the Charity Commission on public benefit.

*Shine’s vision is a society where all those whose lives are affected by spina bifida and/or hydrocephalus and associated conditions are empowered and enabled through choice and equality of opportunity.*

The five key goals in the Plan have been designed to reflect the different stages of living with spina bifida and / or hydrocephalus, or associated conditions.

So let’s start at the very beginning ....

### Improving outcomes through early intervention

Since Shine began in 1966, parents-to-be and new parents have always lamented the lack of awareness and knowledge of professionals working in pre and post antenatal settings. This is still the case today. This lack of awareness means that parents-to-be and new parents are not provided with the right information at the right time to make (life-changing) decisions.

During the year, Shine placed considerable emphasis on raising awareness and improving knowledge of the conditions amongst Health, Social Care and Education professionals, notably

through attendance at 93 events, talks to health professionals and the distribution of information.

This work included training for sonographers in Northern Ireland on the experiences of parents, and the impact of receiving a diagnosis of a pregnancy affected by a neural tube defect. The training highlighted improvements that could, and should be made, to better support and inform parents.

In addition, Shine surveyed the parents of children with spina bifida to gain an incredible insight into their experiences of antenatal services at the point of receiving a diagnosis of an unborn baby with spina bifida.

The report will be published in 2018, and will be used to inform, educate and influence professional attitudes and approaches to giving news and supporting people in antenatal settings across the three nations.

*“We were told the extent, type, location and most likely outcome of her condition, in terms of physical, mental and continence in a very sympathetic but thorough manner”*

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*“Basically, we were told the baby would be paraplegic. No supportive information, and then told to come in for a termination the next day. When we asked questions and for a second opinion, this was met by hostility”*

### Providing support on Anencephaly

Many parents have lost a baby to anencephaly, and Shine noticed a growing need for greater support. An on-line anencephaly support group was set up four years ago, to provide a safe and confidential space to share thoughts and feelings, and enable these parents to be supported by, and in turn support, others who have had similar, heartbreaking experiences. Membership of this group grew to 399 individuals.

Shine also offers one to one support to parents when requested.

## Early Intervention Projects

Funding was secured in Wales and Northern Ireland to develop and deliver 2 pilot projects that focus solely on our 0- 10 year old members and their families. The projects offer information, support and advice from point of diagnosis at the antenatal stage, through each stage of the newborn baby's life. The projects promote the importance of care and management of the conditions, and encourage new parents to persevere and get to grips with new continence routines, learn about the importance and impact of play and movement for young children with spina bifida and hydrocephalus, and consider the options available for their child to get the best out of their lives. The projects also provide activities for siblings and opportunities for families to meet, mix and share experiences through peer to peer support.

*“Following the late diagnosis of our daughters Spina Bifida, we have found the support from Shine invaluable. From the regular family meet ups, to the nursing support and especially the recent family forum which the whole family took a lot from.*

*Thank you Shine for the support you give our family!”*

Support is also offered through our services in England, and further funding will be sought in 2018/19 to enable us to provide a more focused service to a wider audience across the country.

As part of this development work, Shine undertook a mapping exercise in 2017/18 to build a picture of the paediatric clinics across England, Wales and Northern Ireland.

This information will be used in 2018/19 to explore and understand the statutory networks, pathways and community support that exist so we are better placed to support our members and their families.

Shine welcomed the opportunity to be invited to be involved with the Neuroscience Network (NEPNN), a network of clinical professionals across Newcastle, Leeds and Sheffield Children's Hospitals for children with neurological conditions, and with Manchester's Children's Hospital, to inform and influence the development of services and care pathways.

An enhanced Education service was introduced in 2017/18 to further develop advice and information on condition-specific information and education legislation, to support children and young people, and families, to understand their legal entitlements and make informed choices as they move through the education systems in the three nations.

Shine's Welfare Benefit service grew from strength to strength, its aim being to offer Shine members a welfare benefits service that allows them to maintain and enhance their financial wellbeing and resilience so as to improve their life chances and mitigate against the worst aspects of navigating the Social Security system.



## Access to better care and services for all

Shine members, no matter where they live or how old they are, should have access to the right services at the right time. Early intervention, not just in childhood, is vital in preventing health issues developing or becoming worse.

Early intervention enables people to live well.

However, with pressures on health and social care services, early intervention is not very common-place in our society. Reality is that statutory services are disjointed, and all too often Shine's members do not have access to multi-disciplinary services that are so befitting when dealing with complex conditions such as spina bifida and hydrocephalus.

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Our plan is to change this over the course of the next five years through education and information, training and campaigning for improved services and better access for individuals, no matter where they live.

## Campaign success

Year 1 of our new Corporate Plan began with a campaign to reverse the decision on the closure of Chelsea and Westminster Adult Spina Bifida Clinic, that was due to close its doors on the retirement of the lead consultant in 2017. Shine's membership got behind the campaign en masse. Many members contacted their MPs, an online petition was set up and Shine had meetings with the decision makers at Chelsea and Westminster NHS. Success came with a phone call from Chelsea and Westminster management to tell us that the decision for the clinic to continue had been taken. A fantastic outcome for Shine but more so for all our members who have benefitted from this invaluable service, and for all of those who will benefit in the future.

## Health Assessments

The assessments at Shine's Health Hub in Peterborough have attracted interest from adult members from all over the country. 8 members attended for a health checks with our specialist health development team during the year, with more on the waiting list for 2018/19.

## Educating others

Our work is not only about informing and advising people living with spina bifida and/or hydrocephalus, and associated conditions. It is also about informing and advising others. A recurring issue for our members and their families is that many professionals they come into contact with just do not understand the conditions, nor the challenges that people face on a day to day basis. Our goal is to change this.

In 2017/18, as well as liaising with health, social care and education professionals on a one-to-one basis, staff and volunteers manned stands at 93 conferences, delivered presentations to hundreds of professionals and supported 60 schools to improve education opportunities for our younger members.

We attended clinics on 112 occasions to meet and support our members who were attending NHS appointments.

Shine ran a hugely successful conference for almost 100 professionals in Belfast in March 2018 which provided a step-by-step guide on the various aspects of living with spina bifida and hydrocephalus - physical health, mental health, the benefits of a holistic approach to looking after a patient, the importance of speech and language, and movement and play in childhood and the need to remain active as we age.

A quote from one of the participants sums up the value of the day, and Shine's need to educate and inform as many professionals as we progress through our Plan.

*"I now feel how many obstacles people with spina bifida and hydrocephalus face, and the knowledge will inspire me more to be of some help to people living with these conditions"*

Shine conference 'Health & Well-Being - taking Care of yourself with Spina Bifida and Hydrocephalus' provided a similar focus for the professionals who attended from across South Wales. Shine members presented on their experience of living with and managing continence. Attendees heard about the importance of understanding and empathy, as well as the need to focus on the holistic needs of the person living with complex bowel and bladder issues.

*"There was lots of helpful information and plenty of leaflets and handouts to study at my leisure. I feel much more connected to the wider community"*

## Shine Health Home Delivery (SHHD)

SHHD is the service that Shine runs in partnership with Bullens Healthcare. We have registered a record number of members of 1015 individuals who have signed up since the launch, to have their continence supplies and/or prescription medicines delivered to their door.

*"I previously used my local pharmacy, sometimes I couldn't get all of my order and had to wait for things. Now I speak to the same person each month, and they make sure I go through what I need and it gets delivered to me direct at home"*

Our aim is to continue to see this service grow over the next 12 months. Existing members can sign up at any time. All new members receive information on the service when they join Shine, and have the opportunity to discuss their needs with a personal adviser at SHHD before signing up.

### Improving lifestyle and choice

Shine's Support and Development Services continues to provide invaluable support, information and advice to members across England, Wales and Northern Ireland.

Having a team of dedicated staff working across the three nations opens up the opportunities for Shine to reach and inform a greater number of people about spina bifida and hydrocephalus, and associated conditions, and the work that we do.

During the year, the team of 30 Support and Development workers provided training and information to professionals, manned stands at a variety of information days, attended conferences and events, ran support groups and organised social outings.



**60**  
schools received training and support from Shine staff

# 11,990

Shine members as of 31/03/2018

# 3,000

Individuals received advice and support

# 6,700

enquiries received throughout the year

# 2,185

individuals attended Shine support groups

# 177

Support groups delivered

# 772

New members joined

New members by age:	
0 to 5: <b>176</b>	26 to 39: <b>176</b>
6 to 10: <b>31</b>	40 to 64: <b>31</b>
11 to 17: <b>32</b>	65+: <b>32</b>
18 to 25: <b>48</b>	Unknown: <b>246</b>

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## Preventing Spina Bifida

Many will know that Shine has campaigned for over 20 years for the introduction of mandatory fortification of flour with folic acid (vitamin B9).

### Why?

Folic Acid has been proven to reduce the risk of a pregnancy affected by a neural tube defect such as spina bifida or anencephaly. 81 countries across the world already fortify flour with folic acid and Shine thinks the United Kingdom should be one of the next to take this step.

During the year, we re-launched our campaign. We established that the Scottish, Northern Irish and Welsh Governments, as well as many other key players are in favour of mandatory fortification. Our task, therefore, has been to lobby the UK Government on the issue.

After meetings with Owen Smith MP and Nigel Dodds MP, the campaign started to gather momentum and gain support from other MPs. A parliamentary briefing was held on 2 May 2018 (Folic Acid Awareness Day 2018), and has widened Shine's opportunities to talk to a wider audience in Parliament and generate the national focus that this issue so deserves.

Particularly important in the absence of mandatory fortification is the need to raise awareness of folic acid supplementation prior to, and during the first trimester of pregnancy. On folic acid awareness day 2017, we ran a social media campaign to help spread the word as far and wide as possible. Support and Development Workers organised stands, and distributed information at conferences and members' events and via social media - this work continued throughout the year.

The message was reinforced with information on folic acid from Lane's Health, who support Shine's work on supplementation.

### Research into the causes of spina bifida

Questions have long been asked about whether neural tube defects such as spina bifida or anencephaly are genetic or whether other factors

may 'cause' the conditions. Shine aims to understand more about the causes of spina bifida as more knowledge will help inform the work we do around prevention in the future. In 2017/18 we took some small, but important steps in mapping research that others are undertaking.

## Quality Resources for information and support

Shine prides itself on expertise, experience and knowledge about spina bifida and hydrocephalus, and associated conditions. We understand the complexities and challenges that the conditions bring from prenatal diagnosis surgery, birth and beyond.

We want to share our knowledge and expertise with as many people as we can - as it is this knowledge and expertise that makes the difference to so many lives on a daily basis.

Over the last year we have developed a new, more accessible website which was launched in August 2018. It sets out the services we offer and provides ideas for people to support our work through fundraising and partnerships.

As part of the website development, we have reviewed and updated our literature, and developed new information leaflets as a direct result of requests from our membership for such resources.

## Achieving our goals

### How do we know what we have done, and whether we have made a difference?

The introduction of the new Corporate Plan provided a structure for developing and delivering annual work plans. It also provided a framework for monitoring the work we do, and reporting on our achievements throughout the year.

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In 2017/18, we introduced a new reporting system for the services we deliver.

We invested in a new membership database, which has better enabled us to update and report on activity. A quarterly report is provided to the Board of Trustees for monitoring and scrutiny and has helped track delivery against the milestones we set out at the beginning of the year.

## How have we achieved our goals this year?

It is all thanks to people.

To the Board of Trustees for overseeing the work we do, ensuring we are compliant with the legalities of company and charity law, and for challenging the plans we have and the decisions we want to make to check due diligence and best practice.

To our highly-professional staff. Our Services staff deal with a plethora of requests for support, advice and information. They do this with compassion, understanding and years of experience.

They are supported by an army of Fundraisers, Marketing and Communication staff, Administrators, Finance and Operations Officers and Managers across the organisation.

Our annual staff residential in September brought everyone together from across the three nations, for organisational updates and collective training.

It gave staff a chance to build links and further develop working relationships which have in turn helped improve communication across the organisation.

To our volunteers who have manned stands, spoken at events, fundraised and campaigned alongside us and monitored and moderated our community Facebook pages throughout the year.

We are forever indebted to the time, commitment and passion that so many people give willingly to help us achieve our goals.

To our partners, who have not only provided funding but also guidance, resources and business acumen to inform and shape the work we have done and the plans we have for the future.

Shine is a registered member of the Fundraising Regulator's voluntary regulation scheme and complies with the Code of Fundraising Practice, which outlines the standards expected of all charitable fundraising organisations across the UK.

In the past twelve months we have worked hard to ensure that we have up to date, effective and relevant procedures in place to support our fundraising activities, and to ensure all our engagements and interactions with supporters and the public are carried out in a way that aligns with and supports the values of the organisation. We have fully updated our privacy policy, data protection policy and vulnerable supporters' policy.

We closely monitor the work and activities of our fundraising team including regular reporting to the senior management team and to the board of trustees. Currently we do not engage any third party to carry out fundraising activities on our behalf. Additionally any suppliers would only be appointed on production of satisfactory references and memberships of relevant fundraising and other relevant regulatory bodies.

We are continuing to assess and strengthen our policies and procedures to comply with fundraising best practice, GDPR, PECR, and the Data Protection Act and this is a continual work in progress.

We did not receive any complaints in relation to our fundraising in 2017/18.

## Future Plans

Our Corporate Plan 2017-2022 sets out a clear remit for the areas of work we need to develop and deliver to achieve our aims and objectives.

Shine's Service Directorate have clearly detailed an annual work plan that all staff work to for the coming year to ensure we achieve our plans and meet our strategic goals.

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Our strategic goals include:

Improving outcomes through early intervention and support through:

- Increasing professional awareness and understanding.
- Continuing and further developing our work on early intervention support for 0 – 10 year olds.
- Gaining a clearer picture of regional health networks and services, developing contacts and partnerships.
- Providing education advice and support.

Access to better care and services for all through:

- Mapping and understanding the current position of statutory adult health care services.
- Developing and delivering campaigns to improve services.
- Increasing knowledge and awareness through a programme of events and activities, and information resources for members and professionals.

Improved lifestyle and choices through:

- Research to further our knowledge and understanding of the conditions and associated issues.
- One to one support, advice and guidance for members and their families.
- Widening the reach of our services through additional funding and investment.
- Opening up opportunities for members to meet, share experiences and support each other through social groups and events.

Preventing spina bifida through:

- Our on-going campaign for mandatory fortification of flour with folic acid.
- Promoting the importance and need for folic acid supplementation prior to and during the first three months of pregnancy.

Quality information and support through:

- The on-going review and update of our new website and resources.

To achieve our goals, the Board of Trustees has a duty to ensure that Shine is:

- Carrying out our purpose for the benefit of our members, and complying with our Governing Document (i.e. Shine's Articles of Association).
- Always acting within the law, and always acting in Shine's best interests.
- Managing funds and resources appropriately and not taking any unnecessary risks.
- Complying with statutory accounting and reporting requirements.
- Ensuring our policy and procedures are up-to-date and followed.

Good practice dictates the importance of reviewing governance arrangements every five years to verify that our Articles of Association are relevant and current in today's world. A full review of our governance arrangements will be undertaken during the year.

## Financial Review

In the year to 31st March 2018, the Trustees set a prudent budget for unrestricted funds with the aim of generating sufficient income to cover core costs.

It was a challenging year financially. Shine had an overall deficit of £6,878 compared to a surplus of £316,720 in 2016-17. Shine achieved a small surplus on unrestricted funds of £56,141. Restricted funds were reduced by £22,222 as income received in prior years was utilised as per the contractual arrangements.

A designated fund of £60,000 was set aside from income generated in previous years for digital investment. In 2017/18, £40,797 was invested from this fund for the development of a new database for members and an updated website.

Total income for 2017/18 was £1,918,931 (2016-17 - £2,313,492). It was a difficult environment for fundraising, with reductions in all significant income streams, apart from grants received.

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The Board of Trustees have approved a new fundraising strategy which will be implemented from 2018-19. Shine continues to seek and develop new income streams from fundraising and trading activity.

Expenditure in the year was £1,932,292 compared to £2,022,427 in 2016-17.

Expenditure on direct charitable activities (i.e. supporting those with spina bifida and/or hydrocephalus and other associated conditions, and their families) was slightly lower at £1,240,278 (2016-17 - £1,273,778).

Service levels were maintained as far as possible.

Expenditure on raising funds was £692,014 (2016-17 - £748,649). This fall was mainly due to reductions in staff costs due to ongoing vacancies.

Under the accounting standard SORP2015 the full pension deficit must be declared as a deficit on the balance sheet. The charity is confident that it will meet the required pension contributions from its projected income without significantly impacting on its planned level of charitable activity.

A designated fund has been established to cover one year's contributions to repay the pension liability. Further detail is shown in note 20 of the accounts.

The ongoing economic climate remains fragile, and budgets for 2018-19 have been set on a very prudent basis. It is anticipated that development in fundraising will secure a more diverse and stable income base to support the service provision, while costs are monitored closely.

## Financial Reserves Policy

Shine holds reserves for the following purposes:

- To provide working capital to cover for ongoing activities.
- To cover fixed expenditure commitments in the event of loss of income on a temporary or permanent basis, and to provide the charity with time to plan its future strategy.
- To cover statutory obligations and to wind up its affairs or restructure in an orderly, ring-fenced way.
- To fund new initiatives, projects or research where funds cannot be raised to cover the costs in any other way, including the cost of major capital expenditure.

The target level of reserves is at least three months committed expenditure. This currently stands at £483k.

At the year-end Shine held free reserves of £563,031 (unrestricted funds excluding the pension deficit and designated funds), which was just above the reserves target and represents 3.5 months of expenditure cover.

The Board has established the following designated funds:

- An amount sufficient to cover the required annual pension deficit payment in the event of an income shortfall.
- A fund for development of Shine's digital infrastructure.
- A fund to represent Shine's investment in fixed assets, net of the outstanding mortgage on the head office building.

In 2017/18, £40,797 of the Digital Development Fund was invested in a new customer relationship management system to enhance services to members and to develop an updated website for the charity. The remainder of the fund will be used in 2018-19 to finalise the new website which will be launched during the year.

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The balance of unrestricted funds represents the free reserves.

Restricted reserves must be applied to the specific purpose(s) intended by the donor so do not form part of the free reserves. Restricted funds totalled £78,811 at the yearend.

### **Investment Policy**

Under the governing document the charity has the power to make any investment which the Trustees see fit. RC Brown Investment Management plc are Shine's investment managers with the remit to manage the investments in line with the policy outlined below.

Investments are held as part of the long term reserves of Shine. The aim is that they should maintain their value and generate income for Shine.

The portfolio must only be invested in assets with a low risk profile. This will include utilisation of pooled funds, which provide diversification of assets, and ensures that the risk of losing a single holding is minimised.

The investments may be held in a range of asset classes, including equities, corporate bonds and gilts. There will be no direct investment in 'alternative' investments such as hedge funds or derivatives.

There will be no direct investment in overseas equities. Any such investment must be done through pooled funds managed in the UK.

The Trustees have agreed that the funds should initially be invested in a broad, balanced portfolio. The intention is to work towards ethical investments, with the advice of the investment managers while being mindful of the charity's obligations for responsible investment.

### **Senior Staff Remuneration Policy**

The remuneration of senior staff is set by benchmarking with similar sized charities, and the market rate required to attract the best people to the job.

## **Structure, Governance and Management**

### **Governing Document**

Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE (Shine) is a company limited by guarantee registered in England and Wales (registration No 00877990) formed in 1966. Shine is registered as a charity with the Charity Commission for England and Wales (Registration No 249338). It is governed by Articles of Association, which were last updated in 2012. The liability of members in the event of a winding up of the company is limited to £1.

### **Appointment of Trustees**

Trustees to Shine's Board of Trustees may be appointed by ordinary resolution or by an open election process.

The Articles of Association, passed in 2012, specify that three places are reserved on the Board for the Chair and Vice-Chair of the Shine Adult Members Council or its successor bodies, and the Chair of the Health Advisory Council respectively. Places are also reserved for members in Northern Ireland and Wales.

In 2017, Shine's Adult Members' Council was dissolved, instead being replaced by a programme of member engagement and consultation. A full review of Shine's governing arrangements is planned for 2018/19. The review will consider the representation and appointment of Trustees in line with any legalities and current best practice.

### **Trustee induction and training**

New Trustees undergo an induction day where they visit Shine's head office, meet the Senior Management Team and other key employees. They are fully appraised of the full range of Shine's services, projects and campaigns and provided with relevant background literature. They receive awareness training, if required, on spina bifida and hydrocephalus. Depending on their specific skills and areas of expertise they will be put in touch with relevant staff.

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Trustees are briefed on their legal obligations under charity and company law, the Articles of Association and the Board's decision making process. They are also informed about Shine's Corporate Plan, key risks, recent financial performance and future prospects for the charity.

## Organisation

The Board of Trustees is the governing body with overall legal responsibility for the charity. The Board sets the strategic direction for Shine. It meets a minimum of four times a year. Shine consults with a wide range of stakeholder groups to determine the priorities for the charity over the next five year. These groups advise the Board and Senior Management Team on matters of policy and practice, and respond to consultations and specific areas of interest. The day-to-day management of the charity is delegated to the Chief Executive, who reports to the Board. The Chief Executive is assisted in the day-to-day management by the Senior Management Team.

## Related parties

The charity has partnerships with a number of local associations. These are independent charities for spina bifida and hydrocephalus in their own right. Partnerships are negotiated on an individual basis which may cover a range of activities and services. The charity also works in partnership with many other bodies, voluntary, statutory and international, in carrying out work to support service users, undertake research and disseminate information.

## Trading Subsidiary

The charity owns the entire share capital of Shine (Trading) Limited registered in England and Wales. The consolidated accounts include Shine (Trading) Limited (see note 8). The principal activity of the company is to raise funds for the charity.

## Risk Management

The Board of Trustees is responsible for the identification and management of the major risks facing the charity. A Risk Register is maintained and shared annually with the Trustees (more frequently if a significant issue arises).

The major risks have been reviewed and systems established to manage these risks.

At the time of this report the most significant risk is the economic climate, and securing sufficient funding to maintain and develop services and other activities. Shine continues to make structural and strategic changes to the organisation to mitigate this risk.

## Statement of Directors' Responsibilities

The Directors, who also act as Trustees for the charitable activities of Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE, are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

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 group and of the net income or expenditure of the group for the year.

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 (Statement of Recommended Practice);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards 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 business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and the group and enable them to ensure that the financial statements comply with the Companies Act 2006.

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They are also responsible for safeguarding the assets of the charity and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Statement as to disclosure of information to auditors**

As far as the Trustees are aware, there is no relevant audit information of which the group's auditors are unaware. Additionally, the Trustees have taken all the necessary steps that they ought to have taken as Trustees in order to make themselves aware of all relevant audit information and to establish that the group's auditors are 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.

### **Appointment of Auditors**

As a result of Rawlinsons joining the Baldwins Group, the auditors of the charitable company have been changed from Rawlinsons to Baldwins Audit Services. In accordance with the charitable company's articles, a resolution proposing that Baldwins Audit Services be reappointed as auditor of the charitable company will be put at a General Meeting.

### **Going Concern**

The activities of the charity, its objectives, factors likely to affect its future development and the policies for managing its capital and financial risk are detailed in the Trustees Report. The Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future.

Thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

By order of the Board of Trustees



Mark Noakes  
Chairman  
4th September 2018

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## Independent Auditor's Report to the Trustees

### Opinion

We have audited the financial statements of Spina Bifida, Hydrocephalus, Information, Networking, Equality - SHINE (the 'charity') for the year ended 31 March 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the 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 2018 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### 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 accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts 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 charity'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 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 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.

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## Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the Trustees' Report for the financial year for which the accounts are prepared is consistent with the accounts; and
- the Trustees' 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 Trustees and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees'; Report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts 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.

## Responsibilities of Trustees

As explained more fully in the Statement of Trustees' Responsibilities, the Trustees' are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the Trustees are responsible for assessing the charity'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 company or to cease operations, or have no realistic alternative but to do so.

## Auditor's responsibilities for the audit of the financial statements

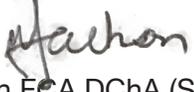
Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor';s report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit 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 accounts.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at:

<http://www.frc.org.uk/auditorsresponsibilities>.

This description forms part of our auditor';s 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 regulations made under that Act. 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 its members as a body, for our audit work, for this report, or for the opinions we have formed.

  
Mark Jackson FCA DChA (Senior Statutory Auditor)  
for and on behalf of Baldwins Audit Services

Statutory Auditor

Ruthlyn House  
90 Lincoln Road  
Peterborough  
Cambridgeshire  
PE1 2SP

**Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE**  
**Consolidated Statement of Financial Activities**  
**Including Income and Expenditure Account**  
**Year ended 31 March 2018**

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
<b>Income From</b>						
Donations and Legacies	3	684,491	-	275,898	960,389	1,287,555
Other Trading Activities	4	948,825	-	-	948,825	1,021,280
Income from Investments	5	9,717	-	-	9,717	4,657
<b>Total income</b>		<b>1,643,033</b>	<b>-</b>	<b>275,898</b>	<b>1,918,931</b>	<b>2,313,492</b>
<b>Expenditure on</b>						
Raising funds	6	692,014	-	-	692,014	748,649
Charitable Activities	6	901,361	40,797	298,120	1,240,278	1,273,778
<b>Total Expenditure</b>		<b>1,593,375</b>	<b>40,797</b>	<b>298,120</b>	<b>1,932,292</b>	<b>2,022,427</b>
Net Gains/Losses on investments	11	6,483	-	-	6,483	25,655
<b>Net incoming/(outgoing) resources</b>		<b>56,141</b>	<b>(40,797)</b>	<b>(22,222)</b>	<b>(6,878)</b>	<b>316,720</b>
Transfers between funds		(18,409)	18,409	-	-	-
<b>Net income/ (expenditure) and net movement in Funds</b>		<b>37,732</b>	<b>(22,388)</b>	<b>(22,222)</b>	<b>(6,878)</b>	<b>316,720</b>
Fund balances brought forward at 1 April 2017		20,251	458,054	101,033	579,338	262,618
<b>Fund balances carried forward at 31 March 2018</b>		<b>57,983</b>	<b>435,666</b>	<b>78,811</b>	<b>572,460</b>	<b>579,338</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE**  
**Balance Sheets**  
**As at 31 March 2018**

	Group 2018	Charity 2018	Group 2017	Charity 2017
Note	£	£	£	£
<b>Fixed Assets</b>				
Tangible Assets	13	883,278	882,751	908,225
Investments	14	296,999	297,002	287,380
<b>Total Fixed Assets</b>		<b>1,180,277</b>	<b>1,179,753</b>	<b>1,195,605</b>
<b>Current assets</b>				
Debtors	15	225,220	204,815	213,721
Cash in hand and bank		396,681	376,624	538,877
<b>Total Current Assets</b>		<b>621,901</b>	<b>581,439</b>	<b>752,598</b>
<b>Creditors</b>				
Amounts falling due within one year	16	(224,765)	(206,763)	(247,952)
<b>Net Current Assets</b>		<b>397,136</b>	<b>374,676</b>	<b>504,646</b>
<b>Total assets less current liabilities</b>		<b>1,577,413</b>	<b>1,554,429</b>	<b>1,700,251</b>
<b>Creditors due after 1 year - bank loan</b>	17	(499,904)	(499,904)	(541,117)
<b>Net Assets excluding pension liability</b>		<b>1,077,509</b>	<b>1,054,525</b>	<b>1,159,134</b>
<b>Defined benefit pension liability</b>		(505,049)	(505,049)	(579,796)
<b>Net Assets</b>		<b>572,460</b>	<b>549,476</b>	<b>579,338</b>
<b>Income Funds</b>				
<b>Restricted funds</b>	19	78,811	78,811	101,033
<b>Unrestricted funds:</b>				
Designated Funds	20	435,666	435,139	458,054
General Unrestricted Funds		57,983	35,526	20,251
<b>Total Unrestricted Funds</b>		<b>493,649</b>	<b>470,665</b>	<b>478,305</b>
<b>Total Funds</b>	21	<b>572,460</b>	<b>549,476</b>	<b>579,338</b>

These financial statements were approved by the Board of Directors and authorised for issue on 04 September 2018

**Mr M Noakes**  
**Chairman of Trustees**  
**Company Registration No. 00877990**



**Mr G Smith**  
**Trustee**



**Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE**  
**Statement of Cash Flows**  
**Year ended 31 March 2018**

	Note	2018		2017	
		£	£	£	£
<b>Cash generated/(absorbed) by operations</b>	<b>22</b>	<b>(100,435)</b>		<b>430,895</b>	
<b>Investing Activities</b>					
Purchase of tangible fixed assets		(3,595)		-	
Purchase of investments		-		(100,000)	
Interest Received		<u>3,012</u>		<u>509</u>	
<b>Net cash (used in)/generated from investing activities</b>		<b>(583)</b>		<b>(99,491)</b>	
<b>Financing Activities</b>					
Repayment of Bank Loans		<u>(41,178)</u>		<u>(91,720)</u>	
<b>Net cash used in financing activities</b>		<b>(41,178)</b>		<b>(91,720)</b>	
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>(142,196)</b>		<b>239,684</b>	
Cash and Cash Equivalents at beginning of year		<u>538,877</u>		<u>299,193</u>	
<b>Cash and Cash Equivalents at end of year</b>		<b><u>396,681</u></b>		<b><u>538,877</u></b>	

**Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE**  
**Notes to the Financial Statements – Accounting Policies**  
**Year ended 31 March 2018**

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## **ACCOUNTING POLICIES**

### **1 Accounting policies**

#### **Company information**

Spina Bifida, Hydrocephalus, Information, Networking, Equality - SHINE is a private company limited by guarantee incorporated in England and Wales. The registered office is 42 Park Road, Peterborough, Cambridgeshire, PE1 2UQ.

#### **1.1 Accounting convention**

These accounts have been prepared in accordance with FRS 102 “The Financial Reporting Standard applicable in the UK and Republic of Ireland” (“FRS 102”), “Accounting and Reporting by Charities” the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared on the historical cost convention. The principal accounting policies adopted are set out below.

The consolidated accounts incorporate the results of the charity and of its wholly owned subsidiary.

#### **1.2 Going concern**

At the time of approving the accounts, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees' continue to adopt the going concern basis of accounting in preparing the accounts.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds comprise funds which have been set aside at the discretion of the Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

**Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE**  
**Notes to the Financial Statements – Accounting Policies**  
**Year ended 31 March 2018**

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#### **1.4 Incoming resources**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Gifts donated for resale are included as income when they are sold. No amounts are included in the financial statements for services donated by volunteers.

Grant income is recognised according to the terms of each individual agreement.

All other income is dealt with on an accruals basis.

#### **1.5 Resources expended**

Direct expenditure is analysed and charged to the department incurring the cost. Expenditure is included when incurred, the majority of costs being directly attributable to specific activities. Costs that cannot be directly attributable to particular headings, are allocated to activities on a basis consistent with use of the resources. Premises and other overheads have been allocated on a head count basis.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of charitable activities.

Governance costs are those incurred in connection with the governance arrangements of the charity and compliance with constitutional and statutory requirements.

#### **1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses. Assets over £1,000 in value are capitalised at cost.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the straight line basis at the following rates:

Land and buildings	Buildings - 2%, land is not depreciated
Fixtures and fittings	20%
Equipment	20%
Software and website	20 - 33%

**Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE**  
**Notes to the Financial Statements – Accounting Policies**  
**Year ended 31 March 2018**

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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

**1.7 Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

**1.8 Stocks**

Stocks are valued at the lower of cost and net realisable value.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

**1.9 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits repayable on demand and overdrafts. Deposits are repayable on demand if they are in practice available within 24 hours without a penalty. Liquid resources comprise assets held as a readily disposable store of value.

**1.10 Financial instruments**

Financial instruments are recognised when the charity becomes party to the contractual provisions of the instrument.

Financial assets are offset, with the net amounts presented in the accounts when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently

**Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE**  
**Notes to the Financial Statements – Accounting Policies**  
**Year ended 31 March 2018**

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measured at amortised cost using the effective interest method.

***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

**1.11 Provisions**

Provisions are recognised when the charity has a legal or constructive present obligation as a result of a past event, it is probable that the charity will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation.

Where the effect of the time value of money is material, the amount expected to be required to settle the obligation is recognised at present value. When a provision is measured at present value the unwinding of the discount is recognised as a finance cost in net income/(expenditure) in the period it arises.

**1.12 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee.

**1.13 Retirement benefits**

For employees choosing to participate, the charity operates a defined contribution pension scheme providing benefits additional to those from the State. The assets are held in a separately administered scheme. The pensions cost charge represents contributions payable by the company to the pension scheme in respect of the year.

Previously, the charity was part of a separately administered defined benefit scheme and is still required to make contributions to fund a deficit in the scheme.

The cost of providing benefits under defined benefit plans is determined separately for each plan using the projected unit credit method, and is based on actuarial advice.

The net interest element is determined by multiplying the net defined benefit liability by the discount rate, taking into account any changes in the net defined benefit liability during the period as a result of contribution and benefit payments. The net interest is recognised in income/(expenditure) for the year.

Remeasurement changes comprise actuarial gains and losses, the effect of the asset ceiling and the return on the net defined benefit liability excluding amounts included in net interest. These are recognised immediately in other recognised gains and losses in the period in which they occur and are not reclassified to income/(expenditure) in subsequent periods.

The defined net benefit pension asset or liability in the balance sheet comprises the total for each plan of the present value of the defined benefit obligation (using a discount rate based on high quality corporate bonds), less the fair value of plan assets out of which the obligations are to be settled directly. Fair value is based on market price information, and in the case of

**Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE**  
**Notes to the Financial Statements – Accounting Policies**  
**Year ended 31 March 2018**

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quoted securities is the published bid price. The value of a net pension benefit asset is limited to the amount that may be recovered either through reduced contributions or agreed refunds from the scheme.

#### **1.14 Leases**

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease.

## **2 Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

**3. DONATIONS AND LEGACIES**

<b>Donations &amp; Legacies</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations and Gifts	546,363	515	546,878	720,566
Legacies	138,128	-	138,128	294,614
Grants receivable	-	275,383	275,383	272,375
<b>Total Donations</b>	<b>684,491</b>	<b>275,898</b>	<b>960,389</b>	<b>1,287,555</b>
Year ended 31 March 2017	1,007,838	279,717	-	1,287,555

<b>Donations &amp; gifts</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Individuals	283,818	-	283,818	380,245
Trusts	209,293	-	209,293	183,697
Corporate Donors	9,576	-	9,576	106,349
Anencephaly	-	-	-	1,546
Support Groups	-	515	515	-
Health Trusts/Local Authorities	36,523	-	36,523	36,523
Local Associations	7,153	-	7,153	12,206
<b>Total Donations</b>	<b>546,363</b>	<b>515</b>	<b>546,878</b>	<b>720,566</b>

<b>Grants Receivable</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Welsh Government	-	57,008	57,008	61,726
Big Lottery Fund Wales	-	83,199	83,199	82,635
Big Lottery Fund Northern Ireland	-	62,585	62,585	43,682
Boots Charitable Trust	-	-	-	8,000
City Bridge Trust	-	-	-	25,050
Heritage Lottery Fund	-	-	-	6,020
International Work	-	16,490	16,490	-
Other	-	56,101	56,101	45,262
<b>Total Grants</b>	<b>-</b>	<b>275,383</b>	<b>275,383</b>	<b>272,375</b>

**4. OTHER TRADING ACTIVITIES**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Income from Trading Subsidiary	869,909	922,892
Donations sold through shops	48,083	63,898
Rental Income	22,655	21,346
Publications, Fees and Merchandise	8,178	13,144
<b>Total Activities for Generating Funds</b>	<b>948,825</b>	<b>1,021,280</b>

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

**5. INCOME FROM INVESTMENTS**

	2018	2017
	£	£
Dividends and Interest receivable	9,717	4,657

**6. ANALYSIS OF EXPENDITURE**

	Direct Staff £	Other Direct Costs £	Support £	2018 £	2017 £
Trading	177,654	45,049	98,909	321,612	415,324
Shops	18,234	2,265	11,822	32,321	41,166
Fund-raising	180,588	96,587	60,906	338,081	292,159
<b>Cost of Generating Funds</b>	<b>376,476</b>	<b>143,901</b>	<b>171,637</b>	<b>692,014</b>	<b>748,649</b>
Health	398,327	91,095	65,379	554,801	593,907
Community	313,859	71,778	51,515	437,152	459,197
Learning and Life	159,305	36,432	26,147	221,884	188,810
Governance	15,789	10,652	-	26,441	31,864
<b>Support to those with spina bifida and hydrocephalus and their families</b>	<b>887,280</b>	<b>209,957</b>	<b>143,041</b>	<b>1,240,278</b>	<b>1,273,778</b>
<b>Total</b>	<b>1,263,756</b>	<b>353,858</b>	<b>314,678</b>	<b>1,932,292</b>	<b>2,022,427</b>

**7. SUPPORT AND GOVERNANCE COSTS**

	Staff Costs £	IT £	Premises £	Other £	2018 £	2017 £
Trading	37,571	5,500	55,351	487	98,909	112,570
Shops	1,957	1,267	7,364	1,234	11,822	16,825
Fund-raising	36,664	6,259	11,885	6,098	60,906	85,732
<b>Cost of Generating Funds</b>	<b>76,192</b>	<b>13,026</b>	<b>74,600</b>	<b>7,819</b>	<b>171,637</b>	<b>215,127</b>
Charitable Activities	60,662	33,320	16,595	32,464	143,041	169,924
<b>Total</b>	<b>136,854</b>	<b>46,346</b>	<b>91,195</b>	<b>40,283</b>	<b>314,678</b>	<b>385,051</b>

**Governance Costs:**

	2018 £	2017 £
Staff Costs	15,789	15,986
Audit Fees	8,129	7,891
Other Governance Costs	2,523	7,987
	<b>26,441</b>	<b>31,864</b>

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

**8. COMMERCIAL OPERATIONS OF TRADING SUBSIDIARY**

The charity has one wholly owned trading subsidiary undertaking, **Shine** (Trading) Ltd whose main activity is to sell balloons for virtual balloon races. The company gift aids virtually all its taxable profits to **Shine**. A summary of its trading results is shown below. Audited accounts have been filed with the Registrar of Companies.

<b>Shine (Trading) Ltd Profit &amp; Loss Account</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Turnover	869,909	922,892
Cost of Sales	(223,095)	(302,754)
<b>Gross Profit</b>	<b>646,814</b>	<b>620,138</b>
Administration Expenses	(98,517)	(112,570)
<b>Operating Profit</b>	<b>548,297</b>	<b>507,568</b>
Amount payable by Gift Aid to <b>Shine</b>	(548,297)	(507,568)
Profit/Loss on ordinary Activities	-	-
<b>Retained in Subsidiary</b>	<b>-</b>	<b>-</b>
<b>Shine (Trading) Ltd Balance Sheet</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Fixed Assets	527	1,055
Current Assets	157,416	189,939
Current Liabilities	(134,956)	(168,007)
<b>Net Current Assets</b>	<b>22,460</b>	<b>21,932</b>
<b>Total Net Assets</b>	<b>22,987</b>	<b>22,987</b>
<b>Aggregate Share Capital and Reserves</b>	<b>22,987</b>	<b>22,987</b>

**9. TRUSTEES**

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

In respect of attending meetings of committees, travel expenses amounting to £1,467 (2016-17 - £2,606) have been reimbursed to 8 (2016-17 - 9) members of the Board of Trustees.

The accounts include a charge of £1,406 (2017 - £1,376) to provide the Trustees with indemnity insurance.

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

**10. EMPLOYEES**

**Average number of full-time equivalent employed in the year**

	<b>2018</b>	<b>2017</b>
	<b>Number</b>	<b>Number</b>
Services	28	25
Fundraising and publicity	6	8
Shine (Trading) Ltd	6	9
Administration	5	3
<b>Total full-time equivalent staff</b>	<b>45</b>	<b>45</b>

**Employment Costs**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Wages and Salaries	1,263,678	1,214,653
Redundancy Costs	-	18,315
Social Security Costs	108,065	104,119
Pension Contributions	29,036	31,883
Other Staff Related Benefits	5,093	4,257
<b>Total</b>	<b>1,405,872</b>	<b>1,373,227</b>

The number of staff earning in excess of £60,000 per annum was as follows:

	<b>Group</b>	
	<b>2018</b>	<b>2017</b>
	<b>Number</b>	<b>Number</b>
£60,000 - £70,000	1	1

Pensions contributions for higher paid employees were £4,181 (2017 - £3,734).

**11. NET GAINS/(LOSSES) ON INVESTMENTS**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Revaluation of investments	4,528	23,600
Gain/(loss) on sale of investments	1,955	2,055
<b>Total</b>	<b>6,483</b>	<b>25,655</b>

**12. TAXATION**

The trading subsidiary has gifted its profits to Spina Bifida, Hydrocephalus, Information, Networking, Equality - SHINE under Gift Aid therefore no corporation tax is payable.

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

**13. TANGIBLE FIXED ASSETS**

	<b>Land &amp; Buildings</b>	<b>Equipment</b>	<b>Fixtures and Fittings</b>	<b>Total</b>
	£	£	£	£
<b>Group</b>				
<b>Cost</b>				
<b>At 31 March 2017</b>	1,487,404	42,741	17,024	<b>1,547,169</b>
Additions	-	3,595	-	3,595
Disposals	-	(11,400)	-	(11,400)
<b>At 31 March 2018</b>	<b>1,487,404</b>	<b>34,936</b>	<b>17,024</b>	<b>1,539,364</b>
<b>Depreciation</b>				
<b>At 31 March 2017</b>	604,904	29,390	4,650	<b>638,944</b>
Charge for the Year	17,496	7,638	3,408	28,542
Eliminated in respect of Disposals	-	(11,400)	-	(11,400)
<b>At 31 March 2018</b>	<b>622,400</b>	<b>25,628</b>	<b>8,058</b>	<b>656,086</b>
<b>Carrying amount</b>				
<b>At 31 March 2018</b>	<b>865,004</b>	<b>9,308</b>	<b>8,966</b>	<b>883,278</b>
<b>At 31 March 2017</b>	<b>882,500</b>	<b>13,351</b>	<b>12,374</b>	<b>908,225</b>
<b>Charity</b>				
<b>Cost</b>				
<b>At 31 March 2017</b>	1,487,404	37,034	17,024	<b>1,541,462</b>
Additions	-	3,595	-	3,595
Disposals	-	(8,332)	-	(8,332)
<b>At 31 March 2018</b>	<b>1,487,404</b>	<b>32,297</b>	<b>17,024</b>	<b>1,536,725</b>
<b>Depreciation</b>				
<b>At 31 March 2017</b>	604,904	24,738	4,650	<b>634,292</b>
Charge for the Year	17,496	7,110	3,408	28,014
Eliminated in respect of Disposals	-	(8,332)	-	(8,332)
<b>At 31 March 2018</b>	<b>622,400</b>	<b>23,516</b>	<b>8,058</b>	<b>653,974</b>
<b>Carrying amount</b>				
<b>At 31 March 2018</b>	<b>865,004</b>	<b>8,781</b>	<b>8,966</b>	<b>882,751</b>
<b>At 31 March 2017</b>	<b>882,500</b>	<b>12,296</b>	<b>12,374</b>	<b>907,170</b>

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

**14. FIXED ASSET INVESTMENTS**

	<b>Group 2018</b>	<b>Charity 2018</b>	<b>Group 2017</b>	<b>Charity 2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Investments in Subsidiaries	-	3	-	3
Listed Investments	296,999	296,999	287,380	287,380
<b>Total</b>	<b>296,999</b>	<b>297,002</b>	<b>287,380</b>	<b>287,383</b>

**Movement in Fixed Asset Investments**

<b>Group and Charity</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Cost of valuation</b>		
<b>At 31 March 2017</b>	250,643	146,550
Additions	-	100,000
Disposals	(23,433)	(28,362)
Valuation changes	45,919	32,455
	<b>273,129</b>	<b>250,643</b>
Cash held for Investment	23,870	36,737
<b>Carrying amount</b>		
<b>At 31 March 2018</b>	<b>296,999</b>	<b>287,380</b>

The cost of investment in subsidiary represents the cost of shares in the subsidiary undertaking **Shine** (Trading) Limited, company number 01031004, which is wholly owned and registered in England. The principal activity of the company is to generate funds for **Shine**.

**15. DEBTORS**

	<b>Group 2018</b>	<b>Charity 2018</b>	<b>Group 2017</b>	<b>Charity 2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade Debtors	142,108	7,092	157,463	5,319
Amounts due from subsidiary undertakings	-	116,955	-	149,972
Other Debtors	1,573	1,573	1,800	1,800
Prepayments and Accrued Income	81,539	79,195	54,458	51,886
<b>Total Debtors</b>	<b>225,220</b>	<b>204,815</b>	<b>213,721</b>	<b>208,977</b>

The net amount owed by the subsidiary includes amounts owing for Gift aid receivable and payment for services provided.

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

**16. CREDITORS – amounts falling due within one year**

	<b>Group 2018 £</b>	<b>Charity 2018 £</b>	<b>Group 2017 £</b>	<b>Charity 2017 £</b>
Trade Creditors	27,513	27,008	29,570	27,233
Accruals and deferred income	46,363	37,625	60,294	50,168
Other taxation and social security	33,508	24,749	30,263	24,691
Other Creditors	75,722	75,722	86,201	86,201
Bank Loan	41,659	41,659	41,624	41,624
<b>Total Creditors</b>	<b>224,765</b>	<b>206,763</b>	<b>247,952</b>	<b>229,917</b>

**17. LOANS AND OVERDRAFTS**

<b>Group and Charity</b>	<b>2018 £</b>	<b>2017 £</b>
<b>Bank Loans</b>	<b>541,563</b>	<b>582,741</b>
Payable within one year	41,659	41,624
Payable after one year	499,904	541,117
<b>Amounts included above which fall due after five years</b>		
<b>Payable by instalments</b>	<b>333,268</b>	<b>374,621</b>

The bank loan is secured by a first legal charge over the freehold property known as 42 Park Road, Peterborough. The loan is repayable over 25 years with interest charged at 3.5% above base rate.

**18. RETIREMENT BENEFIT SCHEME**

**The Pensions Trust – the Growth Plan**

Shine participates in the Pension Trust's Growth Plan (the Plan), a multi-employer scheme which provides benefits to some 1,300 non-associated participating employers. The scheme is a defined benefit scheme in the UK.

It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

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The scheme is classified as a 'last-man standing arrangement'. Therefore the company is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out at 30 September 2014. This valuation showed assets of £793m, liabilities of £970m and a deficit of £177m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

**Deficit contributions**

From 1 April 2016 to 30 September 2025:	£12,945,440 per annum (payable monthly and increasing by 3% each on 1st April)
From 1 April 2016 to 30 September 2028:	£54,560 per annum (payable monthly and increasing by 3% each on 1st April)

Shine's proportion of the deficit contributions noted above is £74,748 per annum increasing by 3% until 30 September 2025.

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the Series 1 and Series 2 scheme liabilities.

Where the scheme is in deficit and where the charity has agreed to a deficit funding arrangement the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost

**Present Value of provision**

	<b>31 March 2018 £'000</b>	<b>31 March 2017 £'000</b>	<b>31 March 2016 £'000</b>
Present value of provision	580	653	690

An amount of £74,748 is included within short term creditors and £505,049 in long term liabilities.

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

**Reconciliation of opening and closing provisions**

	<b>Period Ending 31 March 2018 £'000</b>	<b>Period Ending 31 March 2017 £'000</b>
Provision at start of period	653	690
Unwinding of the discount factor (interest expense)	8	13
Deficit contribution paid	(73)	(70)
Remeasurements - impact of any change in assumptions	(8)	20
Remeasurements - amendments to the contribution schedule	-	-
<b>Provision at end of period</b>	<b>580</b>	<b>653</b>

**Income and Expenditure Impact**

	<b>Period Ending 31 March 2018 £'000</b>	<b>Period Ending 31 March 2017 £'000</b>
Interest expense	8	13
Remeasurements – impact of any change in assumptions	(8)	20
Remeasurements – amendments to the contribution schedule	-	-
<b>Costs recognised in income and expenditure account</b>	<b>73</b>	<b>70</b>

**Assumptions**

	<b>31 March 2018 % per annum</b>	<b>31 March 2017 % per annum</b>	<b>31 March 2016 % per annum</b>
Rate of discount	1.71	1.32	2.07

The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contributions.

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

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The following schedule details the deficit contributions agreed between the company and the scheme at each year end period:

**Deficit Contributions Schedule**

<b>Year ending</b>	<b>31 March 2018</b>	<b>31 March 2017</b>	<b>31 March 2016</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Year 1	75	73	70
Year 2	77	75	73
Year 3	79	77	75
Year 4	82	79	77
Year 5	84	82	79
Year 6	87	84	82
Year 7	89	87	84
Year 8	46	89	87
Year 9	-	46	89
Year 10	-	-	46

The company must recognise a liability measured as the present value of the contributions payable that arise from the deficit recovery agreement and the resulting expense in the income and expenditure account i.e. the unwinding of the discount rate as a finance cost in the period in which it arises.

It is these contributions that have been used to derive the company's balance sheet liability.

The Plan is closed to new entrants and there were no active members of the scheme during the year.

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

**19. RESTRICTED FUNDS**

The income funds of the Charity include restricted funds comprising the following unexpended balances of donations and grants held on trust to be applied for specific purposes:

Group and Charity	Balance	Movement during year		Balance
	01 April 2017	Income	Expenditure	31 March 2018
Welsh Assembly Government – early intervention work in Wales	4,630	57,008	57,225	4,413
Big Lottery Fund Wales – supporting work in Wales	17,223	83,199	81,879	18,543
Big Lottery Fund Northern Ireland – support to children in Northern Ireland	25,126	62,585	70,829	16,882
International Projects – developing a continence clinic in Nigeria	3,787	16,490	15,376	4,901
Global's Make Some Noise - Bella and Benny Bear	2,817	7,731	10,548	-
City Bridge Trust – Investing in Londoners project	2,007	-	2,007	-
Boots Charitable Trust – supporting work in Nottingham	2,667	-	2,667	-
Key 103's Cash for Kids – supporting children's and family work in Manchester	220	-	220	-
Harry Cureton Trust (CCF) – equipment for Cambs 0-5 group	895	-	895	-
Peter Harrison Foundation – South East Family Project	(59)	2,340	2,071	210
Merchant Taylors' Company Grant - supporting our work in the London	7,000	7,000	7,000	7,000
29 <sup>th</sup> May 1961 Charity – supporting our work in Birmingham	7,500	10,000	10,000	7,500
Awards for All – Shine 40+ Pioneers Project	-	9,949	8,249	1,700
Good to Talk Project	-	7,072	454	6,618
Adult Groups in Northern Ireland	-	8,500	-	8,500
Welfare Grants	464	3,509	3,509	464
Support Groups	1,780	515	2,068	227
Health and Well-being Centre and Living skills Training Suite	1,853	-	-	1,853
Greenwich and District ASBAH – supporting work in Greenwich, Lewisham and surrounding areas	23,123	-	23,123	-
<b>TOTALS</b>	<b>101,033</b>	<b>275,898</b>	<b>298,120</b>	<b>78,811</b>

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

**20. DESIGNATED FUNDS**

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes

<b>Group</b>	<b>Opening Balance £</b>	<b>Net movement £</b>	<b>Closing Balance £</b>
<b>Designated Funds</b>			
Interest in land and property and other fixed assets	325,484	16,231	341,715
Pension Deficit Fund	72,570	2,178	74,748
Digital Development Fund	60,000	(40,797)	19,203
<b>Total</b>	<b>458,054</b>	<b>(22,388)</b>	<b>435,666</b>
<b>Charity</b>			
<b>Designated Funds</b>			
Interest in land and property and other fixed assets	324,429	16,759	341,188
Pension Deficit	72,570	2,178	74,748
Digital Development Fund	60,000	(40,797)	19,203
<b>Total</b>	<b>456,999</b>	<b>(21,860)</b>	<b>435,139</b>

The designated funds comprise

- The charity's interest in land and property and other fixed assets net of the outstanding mortgage.
- The Pension Deficit fund comprises one year's payment required to reduce the pension deficit.
- The Digital development fund comprises funds designated for redevelopment of the charity's membership database and the website.

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

**21. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
<b>Group</b>				
<b>Fund balances at 31 March 2018 are represented by:</b>				
Tangible fixed assets	-	883,278	-	883,278
Investments	296,999	-	-	296,999
Current Assets/(liabilities)	266,033	52,292	78,811	397,136
Creditors over one year	-	(499,904)	-	(499,904)
Pension liability	(505,049)	-	-	(505,049)
<b>Total Net Assets</b>	<b>57,983</b>	<b>435,666</b>	<b>78,811</b>	<b>572,460</b>
<b>Charity</b>				
<b>Fund balances at 31 March 2018 are represented by:</b>				
Tangible fixed assets	-	882,751	-	882,751
Investments	297,002	-	-	297,002
Current Assets/(liabilities)	243,573	52,292	78,811	374,676
Creditors over one year	-	(499,904)	-	(499,904)
Pension liability	(505,049)	-	-	(505,049)
<b>Total Net Assets</b>	<b>35,526</b>	<b>435,139</b>	<b>78,811</b>	<b>549,476</b>

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
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**22. CASH GENERATED FROM OPERATIONS**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
<b>Surplus/(Deficit) for the year</b>	<b>(6,878)</b>	<b>316,720</b>
<b>Adjustments for:</b>		
Investment Income recognised in statement of financial activities	(9,717)	(4,657)
Investment management fees recognised in statement of financial activities	3,569	2,238
Fair value gains/losses on investments	(6,483)	(25,656)
Depreciation and impairment of tangible fixed assets	28,542	28,891
<b>Movements in working capital:</b>		
(increase)/decrease in debtors	(11,499)	188,569
Increase/(decrease) in creditors	(23,222)	(35,638)
Increase/(decrease) in pension liability	(74,747)	(39,572)
<b>Cash generated/(absorbed) by operations</b>	<b>(100,435)</b>	<b>430,895</b>

**23. OPERATING LEASE COMMITMENTS**

**Group and Charity**

At the reporting end date the charity had outstanding commitments for future minimum lease payments and rent receivable under non-cancellable leases, which fall due as follows:

<b>Rent Payable</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Within one year	<b>5,200</b>	<b>5,200</b>

In addition to the above, there is a contingent liability of £28,583 (2017- £45,633) in respect of a lease on premises previously occupied by the charity that has been assigned to a new tenant.

<b>Rent Receivable</b>	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Within one year	6,647	22,000
Between two and five years	-	66,000
<b>Total</b>	<b>6,647</b>	<b>88,000</b>

**Spina bifida, Hydrocephalus, Information, Networking, Equality - SHINE**  
**Notes to the Financial Statements**  
**Year ended 31 March 2018**

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**24. RELATED PARTY TRANSACTIONS**

**Remuneration of key management personnel**

The remuneration of key management personnel, who on a full time equivalent basis are the 3.8 (2017 – 4) members of the senior management team, is as follows.

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Aggregate compensation including pension contributions	<u><b>220,814</b></u>	<u>209,990</u>

**25. CONTROL**

No one individual has overall control of the charity.

## Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE Legal and Administrative details of the Charity

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<b>Registration details</b>	Charity number	249338
	Company number	00877990
<b>Registered Office</b>	42, Park Road, Peterborough, PE1 2UQ	
<b>Royal Patron</b>	HRH The Duchess of Gloucester GCVO	
<b>Patrons</b>	Dennis Bryant Dr Rob Hicks The Baroness Masham of Ilton, Countess of Swinton DL Danny Mills Natalie Povey David Proud Ellis Jenkins	

### Directors and Trustees

The directors of the charitable company (the charity) are its Trustees for the purpose of charity law and throughout the report are collectively referred to as the Trustees.

The Trustees serving during the year and since the year end were as follows:

Mark Noakes	(Chairman)
Gregory Smith	(Vice Chairman)
Aidan Kehoe	(Hon. Treasurer)
Patricia Adley	
Roger Bayston	
Michael Brown	
Lisa Cain	(resigned December 2017)
Sally Hesling	
Paul Manning	(resigned December 2017)
Lisa Rodan	(appointed December 2017)
Peter Serjent	
Neil Watts	(resigned December 2017)
Joanne Williams	

It is confirmed that none of the serving Trustees had any beneficial interest in any contract with **Shine** in the year.

## Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE Legal and Administrative details of the Charity

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### Senior Management Team

Chief Executive	Kate Steele
Director of Finance and Operations	Judie Jones (from May 2018)
Finance Director	Margaret Conner (to April 2018)
Director of Fundraising	John Grain (from January 2018)
Director of Fundraising and Communications	Denise Fenn (to August 2017)
Director of Services - England	Simon Hewett-Avison (from May 2017 to May 2018)
Director for Northern Ireland	Cathy McKillop

Company Secretary      Judie Jones FCA DChA (from May 2018)  
   Margaret Conner FCMA (to April 2018)

Registered Office      42 Park Road  
   Peterborough  
   PE1 2UQ

### Principal Professional Advisers

Auditors                      Baldwins Audit Services  
   Ruthlyn House  
   90 Lincoln Road  
   Peterborough  
   PE1 2SP

Bankers                      The Co-operative Bank Plc  
   33 Westgate  
   Peterborough  
   PE1 1PU

Solicitors                    Hegarty & Co                      Greenwoods GRM LLP  
   48 Broadway                      Monkstone House  
   Peterborough                      City Road, Peterborough  
   PE1 1YW                              PE1 1JE

Investment Managers      R.C. Brown Investment Management plc  
   1 The Square  
   Temple Quay  
   Bristol  
   BS1 6DG

## **Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE Thankyou**

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On behalf of the thousands of individuals with hydrocephalus and / or spina bifida and their families we are able to help each year, we would like to thank the many individuals, families, organisations and volunteers who have helped **Shine** in so many ways, and the organisations listed below. Thank you for your continued support.

### **Trusts and Foundations**

We are extremely grateful for the generosity of the many trusts and foundations that support our work, just a few of whom are included here. Without your support we would not be able to do so much to help families and individuals affected by spina bifida and hydrocephalus. Thank you.

Baron Davenport's Charity  
Big Lottery Fund - Wales  
Big Lottery Fund – Northern Ireland  
Boots Charitable Trust  
The Boshier –Hinton Foundation  
The City Bridge Trust  
The Eveson Charitable Trust  
The G C Gibson Charitable Trust  
Homelands Charitable Trust T19  
The Jessie Spencer Trust  
The Joseph Strong Frazer Trust  
Margaret Giffen Charitable Trust  
Merchant Taylors' Company  
Peter Harrison Foundation  
PF Charitable Trust  
The 29<sup>th</sup> May 1961 Charity  
Scouloudi Foundation  
The Weinstock Fund

If you have supported our work and would like to discuss acknowledgement and publicity please do get in touch with our Trust and Grants team on 01733 421 365

### **Companies and Organisations**

Bullens Healthcare  
Coloplast  
Globals' Make Some Noise  
Irwin Mitchell  
Lanes Health  
Royal Pigeon Racing Association  
Enable Law  
Belfast Solicitors' Association

## **Spina bifida, Hydrocephalus, Information, Networking, Equality – SHINE Thankyou**

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### **Government Bodies, Local Authorities and Health Trusts**

Belfast Health and Social Care Trust (Northern Ireland)  
Northern Health & Social Care Trust (Northern Ireland)  
Southern Health & Social Care Trust (Northern Ireland)  
Welsh Government



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