

Registered number: 01430090  
Charity number: 509014

**ST GILES HOSPICE**  
(A company limited by guarantee)

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**(A company limited by guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 MARCH 2022**

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**Trustees**

Robin Vickers, Chair  
Lindsey Williams, Deputy Chair  
Stephen Ridler  
Robert Andrew Donald  
Catherine Finn  
Simon James  
Paul Jennings  
Val Jones (appointed 4 November 2021)  
Bernie Creaven (resigned 25 November 2021)  
Dr Paul Joshi (resigned 25 November 2021)  
Sue Read (resigned 25 November 2021)  
Joanne Maidment (resigned 25 November 2021)

**Company registered  
number** 01430090

**Charity registered  
number** 509014

**Registered office** Fisherwick Road  
Whittington  
Lichfield  
Staffs  
WS14 9LH

**Company secretary** Andrew Neil Harkness

**Chief executive officer** Andrew Neil Harkness

**Independent auditors** Crowe U.K. LLP  
Black Country House  
Rounds Green Road  
Oldbury  
West Midlands  
B69 2DG

**Solicitors** Pickerings Solicitors LLP  
Etchell House  
Bonehill Road  
Tamworth  
Staffordshire  
B78 3HQ

Keely's LLP  
28 Dam Street  
Lichfield  
Staffordshire  
WS13 6AA

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS**  
**(CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Investment Advisor**

Cannacord Genuity  
Wealth Management  
41 Lothbury  
London  
EC2R 7AE

CCLA Investment Management Ltd  
Senator House  
85 Queen Victoria Street  
London  
EC4V 4ET

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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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The Trustees present their annual report together with the audited financial statements of the company for the year 1 April 2021 to 31 March 2022. The Annual report serves the purposes of both a Trustees' report and a Directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

### **Introduction**

The Trustees of the Charity St Giles Hospice, (sometimes referred to in this report as "the Company"), who are also Directors of the Company for the purposes of the Companies Act 2006 are pleased to publish their Annual Report, including the Strategic Report, and audited financial statements for the year ended 31 March 2022.

The financial statements comply with the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015). The Trustees also have due regard to the requirements of the Charities Act 2011 and to the public benefit guidance published by the Charity Commission.

St Giles Hospice is a registered charity offering high-quality specialist care for people living with diseases which may not be curable, as well as providing support for their families and carers.

Services include a team of community-based St Giles clinical nurse specialists, a state of the art in-patient unit, Day Services, Hospice at Home, Bereavement and Family Support, and a Lymphoedema service. Patients come from across the hospice's catchment area, which ranges from Ashby-de-la-Zouch and Atherstone in the east, to Cannock and Walsall in the west – and from Burton and Uttoxeter in the north, to Sutton Coldfield and Coleshill in the south. Care is offered at the hospice's centres in Whittington, Sutton Coldfield, and Uttoxeter and in patients' own homes across the region. St Giles spends close to nine million pounds a year providing its specialist services and with little more than a third of this funded by the Government, the registered charity relies heavily on donations and income generation from the local community.

The Board of Trustees, the Executive Leadership Team (ELT) and all staff and volunteers at the Charity are committed to providing individualised care for patients and their families. The Charity aims to achieve this by providing consistent high quality, cost effective care underpinned by sound governance across all aspects of the organisation. Care is based on an active collaboration with patients, their families and carers to establish their wishes and needs, underpinned by expert holistic assessment by multi-professional teams.

### **Structure, governance and management**

#### **a. Structure**

St Giles Hospice was incorporated on 15 June 1979 and received its first in-patient on 12 April 1983. It is governed by a Memorandum and Articles of Association, which were last subject to full review in 2015. The Charity's overriding objective, as defined in the Memorandum, continues to be the relief of sickness and the preservation of health. The Charity's aims fully reflect the legal objects and purposes the Charity was set up to further.

#### **b. The Governing Body**

The Board of Trustees (the Board) is the governing body of St Giles Hospice. The purpose of the Board is to enable the Hospice to fulfil its charitable objectives by ensuring sound governance of the Charity.

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**TRUSTEES' REPORT (CONTINUED)**  
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All Trustees give their time voluntarily and receive no benefits from the Charity. When new Trustees are appointed, an induction programme is arranged, including a tour of the Hospice sites and visits to the subsidiary companies, a briefing from the CEO on current developments both at the Hospice and in palliative care more generally, meeting with all members of the ELT to discuss their respective roles and portfolio, statutory and mandatory training modules and meetings with the Chairman and members of the Board of Trustees.

The Board meets once every three months to review performance in the previous quarter, plus additional Board Meetings should the need arise. The quorum for Board and Governance meetings is two Charity Trustees or the number nearest to one third of the total number of Charity Trustees, whichever is greater, or such larger number that the Charity Trustees may decide from time to time. The total attendances were one hundred and fifteen out of a possible total of one hundred and forty four. In addition to this, the Chair, Deputy Chair and Group Chief Executive meet on a monthly basis or more often if it is required.

Trustees are elected for a term of office of three years, after which a Trustee may stand for re-election. Trustees may offer themselves for re-election up to a maximum of three times, the maximum term of office being nine years. The maximum term of nine years, was implemented in 2019, in accordance with 2017 Charity Governance Code. At the 2021 Annual General Meeting, no Trustees were re-elected. Jo Maidment, Bernie Creaven, Paul Joshi and Sue Read retired from the role of Trustee. During the financial year 2021 – 2022, Val Jones was appointed to the role of Trustee. As at 31 March 2022, there were eight Trustees.

During 2021 – 2022, the Board and the Executive and Senior Management Teams dealt with the continuous challenges that came as a result of the Covid-19 pandemic. There have been two extra-ordinary Board meetings in this financial year.

A Remuneration, Skills and Recruitment Committee meet as a sub-committee of the Board to ensure that the Trustee Board has the skills and experience required to meet its legal requirements and to support the achievement of the strategic direction of St Giles. This Committee also interviews and makes recommendations to the Trustee Board regarding the appointment of new Trustees and members of the Executive Leadership Team/Senior Management Team.

Membership of the Company is open to anyone, subject only to formal approval by the Board. There are currently thirty seven members of the Company.

During 2021 – 2022, there were four main governance committees: Care Services Assurance; Finance, Audit and Risk; Workforce Assurance Programme Board and the Healthcare Strategy Trading Board. Each committee, chaired by a Trustee, comprises of some Trustees and selected members of the Executive Leadership Team. The aspect governance committees meet four times a year or more frequently if required.

There is also a Research Ethics sub group Committee chaired by a Trustee, comprising of some Trustees and selected members of the Executive Leadership Team. The committee meet twice a year.

In addition, the Board of Trustees oversees corporate governance assurance.

The Trustees agree strategy and supporting objectives, delegating their execution to the Group Chief Executive and the Executive Leadership Team. During the financial year 2021 – 2022, the Executive Leadership Team met on a bi-weekly basis, with meetings chaired by the Chief Executive. There were also informal Executive Leadership Team meetings held on a weekly basis to ensure high level discussion and communication between clinical and non-clinical leads. Senior Management Teams met on a bi-weekly bases, with input from the Executive Leadership Team and a rotational Chair.

During 2021 – 2022, Restoration and Recovery Group meetings were held on an as and when required basis to ensure continued compliance with Government/PHE guidance on Covid-19. There were monthly Hospice Briefs for staff and volunteers across group, chaired by the CEO. The hospice held quarterly Managers Forum meetings and new staff attended a meet to CEO meeting as part of their onboarding process.

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**TRUSTEES' REPORT (CONTINUED)**  
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Qualifying third party indemnity provision is in place for the benefit of all Trustees of the charitable company. This cover is up to £5m and cost £484.46.

The Trustees sponsor and are committed to a culture of continuous improvement. They have adopted the 2017 Charity Governance Code, and endeavour to meet its recommended practices and outcomes based upon its seven principles: Organisational purpose; Leadership; Integrity; Decision making; Risk and control; Board effectiveness; Diversity; Openness and accountability.

**c. Subsidiary Companies**

The Company had three subsidiary companies during the financial year 2021 – 2022; St Giles Hospice Shops Ltd, St Giles Hospice (Promotions) Ltd, and Walsall Hospice Trading Ltd, all limited by shares wholly owned by the Hospice.

The Shops Company acts as an agent for the Hospice in both the sale of donated goods and in reclaiming gift aid on donations arising from the sale of donated goods. The Shops Company also sells new, bought-in goods. The Promotions Company runs the Hospice Lottery. Walsall Hospice Trading holds shops' leases but otherwise does not trade.

Oversight of the trading companies controlled by St Giles is through the Combined Trading Companies Board (CTC). The CTC Board has influence over the strategy and operational management of the businesses. The Board is chaired by a Trustee, comprises of some Trustees, NEDs and the Executive Leadership Team. The Board meets quarterly or more frequently as required.

**d. Pay policy for key management personnel**

Remuneration of the Executive Leadership Team and some Senior Management is approved by a Remuneration Committee made up of the Chair, Deputy Chair, Chair of Audit & Risk and one other Trustee. For clinical staff, we attempt to match the salary and condition of those employed in the NHS.

**Objectives and activities**

**a. Objectives**

The objectives of St Giles Hospice, as detailed in the Memorandum and Articles are specifically restricted to the relief of sickness and the preservation of health, in such ways as the Charity shall from time to time determine, within England and Wales. This purpose is further detailed in the Charity Commission return as providing high quality individual care for local people with cancer and other serious illnesses, as well as offering support for their families and carers. This care includes a range of services including specialist care at home, inpatient care, lymphoedema, day services, bereavement, spiritual care, and a range of therapies. In addition to direct patient care services, St Giles has a proactive Community Engagement agenda encouraging more discussion regarding issues to do with dying and bereavement and an Education and Research Agenda aiming to improve palliative and end of life care.

Quality of care is at the heart of what we do at St Giles. Cicely Saunders, the founder of the modern hospice movement said, "How people die remains in the memory of those who live on". At St Giles, we know from the many letters we receive from family members how true this is. We also know from patients how much they appreciate the support for their families leading up to and after their bereavement, knowing that their loved ones are not going to be alone. Our governance, policies, protocols, audits and education all aim to ensure the highest quality of care for our patients and their families; this commitment runs throughout St Giles at all levels and in all roles.

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**TRUSTEES' REPORT (CONTINUED)**  
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Our focus remains on providing high quality care for patients with specialist palliative care needs. Even though the majority of care that we provide is in the community, this year we have again seen a significant rise in our inpatient unit occupancy rates due to the impact of the pandemic.

St Giles Hospice is committed to offer care on the basis of need and not diagnosis. The Charity recognises the increasing need for high quality end of life care for people living with multiple conditions as well as single diagnoses such as cancer, dementia and heart failure. In each of the strategic aims, the Charity seeks partnerships with others who share their aims in order to address increasing complexity of health and social need in an environment of limited resources.

**Clinical Effectiveness & Activity**

We are especially proud of being able to demonstrate that we positively enable people to remain at home at the end of their lives, where we know they choose to be.

- 99% of patients who receive care from our Hospice at Home team were able to die at home if that was their wish.
- 99% of urgent referrals took one day or less to be completed by the Advice and Referral team.
- 90% of triage were completed within one day; we were pleased to be able to maintain our high degree of responsiveness to referrals.

**b. Activities**

**Core Charitable Activities Data** - detailed below is the activity data outlining St Giles' performance of core charitable activities for 2020-2021. The data includes key quality measures that are reportable to statutory commissioners.

	<b>2021/22</b>
Total number outpatient attendances	2383
Total number of visits with patients by the community service	7275
Total number of Hospice at Home sessions provided	6621
Referrals received across our clinical departments	3570
Calls handled by our Advice and Referrals Centre (ARC)	13380
Total number of complaints Whittington	9
The number of complaints which were investigated and upheld in full	2
The number of complaints which were investigated, resolved but only upheld in part	6
The number of complaints which were investigated and not upheld	1
The number of incidents reported to RIDDOR involving patients (Reporting of Injuries, Diseases and Dangerous Occurrences Regulations)	5
<b>Total number of patients admitted to Whittington inpatient unit</b>	<b>367</b>
% of patients who went home	33%
% Bed Occupancy	91%
Patients diagnosed with reportable infections whilst on the inpatient unit	0
Average length of stay on the inpatient unit (days)	12
Number of falls per occupied bed in a year (Number of beds multiplied by bed occupancy and divided by number of falls)	1.85



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**TRUSTEES' REPORT (CONTINUED)**  
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St Giles continues to be heavily reliant on volunteers in delivering its charitable objects:

<b>Number of Volunteers by Activity</b>	<b>2021/22</b>
Advice Referral Centre Volunteers	3
Community Volunteers	4
Day Hospice Volunteers	14
Education Volunteers	6
Family Support and Bereavement	1
Finance Volunteers	1
Fundraising Volunteers	9
Hospice at Home Volunteers	N/A
Housekeeping Volunteers	28
Human Resources	1
IT Services	1
Lymphoedema Volunteers	6
Marketing Volunteers	4
Medical Volunteers	1
Payroll	1
Quality Assurance	1
Quality Assurance & Clinical Education Volunteers	3
Reception Volunteers	65
Stewards Volunteers	13
Supportive Care Volunteers	76
Sutton Volunteers	17
Transport Volunteers	31
Trustees / NEDs	11
Uttometer Volunteers	12
Volunteer Services Volunteers	1
Whittington IPU Volunteers	44
<b>Total</b>	<b>354</b>

**Subsidiary Company Volunteers**

Promotions (Lottery)	7
Shops (including Shenstone Warehouse)	423
<b>Total</b>	<b>430</b>

**Research**

The Hospice has significantly increased its research activity and is currently undertaking a number of research studies including:

1. With University of Stirling a study entitled "Improving end of life care: supporting the workforce and reducing hospitalisations through an implementation study in care homes"

This will provide information on whether needs rounds supported by a palliative care practitioner is a beneficial model of clinical care within care homes. This project comes to an end on the 1 July 2022.

2. With Kings College London a study entitled "Understanding and improving community palliative care out of

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hours – Delphi Study'

The aim of the study is to reach an expert consensus on the most essential components of out of hours' palliative care for people being looked after at home. The results of this study could be used to shape the out of hours' provision provided by St Giles Hospice. St Giles Hospice has been selected to take part in Phase 3 of this research study and recruitment will begin through the clinical teams in August 2022.

3. With Surrey University a study entitled "A cluster randomised trial of clinically-assisted hydration in patients in the last days of life. CHELsea II Trial" This is a definitive study exploring the use of clinically assisted hydration in patients who are end of life. St Giles Hospice were part of the feasibility study and are delighted to have been accepted as a site for the definitive study. The outcomes of this study will impact on the clinical care provided to patients.

Completed research activity includes work with:

1. With Warwick University a study entitled "The impact and implications of Covid 19 on the relational, social, and healthcare experiences of hospice care in the West Midlands".

We have expressed interest in a number of other research studies that are planned for 2022 - 2023.

**Assurance for NHS Commissioners in year**

St Giles Hospice has sent the two principle Clinical Commissioning Groups ("CCGs") with which it contracts a Quarterly Quality Report. We have met regularly with these Commissioners throughout the year, where the content of these reports form the basis for discussion and review.

The reports cover key patient safety topics including the reporting, monitoring, prevention and management of: Falls, Pressure Ulcers, Accidents, Incidents and Near Misses, Safeguarding (including where associated with Deprivation of Liberty and Mental Capacity), Infection Control, Medicines Management, Complaints and Patient and Family Reported Outcome Measures. In year there were no areas of concern raised which required action.

The Hospice is rated outstanding by the Care Quality Commission ("CQC") and was inspected under the CQC category of Independent Hospitals.

**Strategic report**

**a. Strategic Aims**

The impact and effects of the pandemic continued into the 2021/2022 financial year as did the hard work, commitment and dedication of our staff and volunteers.

We continued to adapt our ways of working to enable us to support as many people as we could clinically, sociologically and emotionally during the year. This included our frontline services such as inpatient care, specialist community nursing, hospice at home, 24/7 advice and referral and bereavement services.

Our shops portfolio was impacted by the pandemic and reduced to 21 shops to enable us to focus on the sustainability of St Giles Hospice charity. Once shops resumed trading in April 2021, we did not have any further enforced lockdowns. The continued effects of Covid-19 on staff was managed in house by areas managers in rotating shops staff and volunteers to enable shops to continue trading. The community response to our fundraising challenges has been remarkable and our teams worked hard to find innovative ways to income generate.

Our focus for 2021/22 remained on Recovery and Sustainability, both in terms of the business impact of the pandemic on the organisation and our services, and the impact on the wellbeing of our workforce. The Board

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and ELT considered our approach to delivering a sustainable model of hospice care, demands on hospice services continued to rise and we needed to ensure our service transformation plans recognised the upcoming changes in the NHS (ICS, ICP and PCN) as part of the local system architecture.

Whilst additional monies were given to the Hospice by the NHS and by way of additional legacies in response to the pandemic impact, these were not within our forecast of expected revenue and were not received until late on in the financial year. At the half year point, a significant in-year operating deficit was reported, and difficult decisions had to be made in regard to the total number of Hospice beds that could remain available for patient use in the second half of the financial year.

The Board and ELT considered our approach to delivering a sustainable model of hospice care, demands on hospice services continued to rise and we needed to ensure our service transformation plans recognised the upcoming changes in the NHS (ICS, ICP and PCN) as part of the local system architecture.

The balance between recurring and nonrecurring funding across the Hospice's activities remains a complex one. As we moved into 2022/23, we maintained strategic intent to integrate and optimise returns from the Hospice's commercial ventures, thereby reducing overreliance on fundraising income and minimising revenue volatility risk.

Workforce for the future is also a key area of future strategy for the hospice in ensuring the workforce has the skills required for the future. We have considered organisational culture, staff morale, learning offer/education and pay and reward. Work began on identifying our common purpose and the values and behaviours that underpin this, work continues in this area into 2022/2023.

**b. Achievements and performance**

In addition to our ongoing commitment to providing exceptional levels of care through our direct clinical services, the focus for 2021-2022 was the consideration and approach to delivering a sustainable model of hospice care. The aim, objective and goal of service transformation and financial recovery programme were as follows: -

- Aim - to continue to be a high quality, forward thinking hospice working in partnership with our community and the healthcare system for future generations
- Objective - to achieve the best level of financial stability and resilience possible within the context of the hospice ethos and design principles
- Goal - To achieve a balanced budget

Trustees approved the Three Year Recovery and Clinical Transformation plan in May 2021.

The Executive Leadership Team prioritised the following as key work streams: -

1. Reporting and Impact Monitoring for the Delivery of the Plan
2. Paid for Services
3. In Memorium Fundraising
4. Supporting the recovery from the challenges of working through a pandemic for staff and volunteers

What we aim to achieve:

A sustainable financial model that continues to deliver high quality care and considers our financial plans, digital innovation and our services. The development and implementation of these plans are fundamental to the strategy for our organisation.

Performance is overseen and monitored directly by the Board to whom the ELT report quarterly progress or more frequently as required.

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**c. Financial recovery**

A full assessment of our existing income generation portfolios was undertaken and new business opportunities were identified. For example, 2023 will see St Giles celebrate its 40th Anniversary and as part of our celebrations for this occasion, the Board approved St Giles host a Wild in Art Sculpture Trail across our catchment area.

What we aim to achieve:

The pandemic fast-tracked a decline in community fundraising activities and they are unlikely to recover fully. The trail could enable community fundraising recovery with sustainability by allowing us to access new community audiences outside of our normal demographic.

The trail also offers a unique way of engaging corporate supporters and it is anticipated the trail will enable us to get support from organisations that would not previously have supported the hospice.

Progress on the above is monitored weekly and reported to Trustee Board on a quarterly basis, or more often as appropriate.

**d. Other activity**

Other projects that St Giles took part in during 2021 - 2022 included

**Dementia Carer support, provided via dementia support worker**

During the pandemic a 4-week carer programme was developed with Green Square Accord to provide specialist support and signposting to other services via a video consultation or through a telephone call. The aim was to reduce social isolation for carers supporting loved ones with a dementia diagnosis.

The course covered wellbeing for the carer and training on nutrition, dementia related behaviours, future planning and end of life care. Data captured showed that 100% of participants found that the topics covered were relevant to their situations, 92% of participants found the sessions fulfilled their expectations and that 100% were given the opportunity to ask questions.

Over 80 carers have been supported in the first 6 months of the service commencing.

**Pandemic End of life Care Home Project**

The aim of this project was to enable care homes to identify residents who were in the last year of life. This was achieved through weekly support, either by phone or video conferencing platforms, using an empowerment approach. Once residents were identified, the facilitators prompted care home staff to consider the following: -

Do Not Attempt Cardiopulmonary Resuscitation Orders, emergency care plans, anticipatory medications and any communications which may be needed with the GP, resident or resident's family.

17 Care Homes are included in this project and 191 Residents on the Planning Ahead Register at end of March 2022.

**Enhanced Respite Service**

The aim of the service was to provide support to patients and carers in the last 12 months of life by providing respite care and education within the home setting. This was achieved by building resilience and well-being within the carer, and increasing knowledge and skills for informal carers to support them in the provision of care to those they are caring for.

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**FOR THE YEAR ENDED 31 MARCH 2022**

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There were 144 referrals and 534 visits as at end of March 2022.

**Project ECHO to support end of life education in primary care**

Project ECHO is an innovative tele mentoring programme designed to create virtual communities of learners by bringing together health care providers and subject matter experts using videoconference technology, brief lecture presentations, case-based learning, fostering an 'all teach, all learn' approach.

This was initially a six-month pilot to support end of life care education in primary care as a response to the Covid-19 pandemic.

**Connected parties**

During 2021/22 three members of staff were seconded in part to Compassionate Cities UK, including the Chief Executive in post. Two of the three staff secondments were by way of additional hours over and above Hospice contracted working hours, and were fully reimbursable by Compassionate Cities UK. The third secondment included contribution to the salary of staff member who had capacity due to the pandemic

**Financial review**

**a. Financial Review**

To enable the Charity to continue offering its end of life services free of charge means continuing discussions over funding with the NHS, the maximisation of existing income streams, the development of new initiatives and being cost effective in the delivery of services.

The Trustees report that the Statement of Financial Activities shows a surplus for the year of £1,738,508 (2021: surplus of £3,711,588).

The year was one of stabilisation as we began to emerge from the pandemic environment. The welcomed support from NHS England through covid related grants has helped tremendously, as has the receipt of a couple of significant legacies during the year. This continues to help to cushion St Giles while we transition into a strategy of service transformation which will give rise to a more sustainable position with a balanced financial position over the coming years.

**b. Income**

As a proportion of total expenditure on services, NHS income increased significantly to 73.5% from 69.5% in 2020/21. Similarly to the prior year, this increase includes the additional covid grants received from NHS England, with these removed there was an in-year increase to 62.2%. Therefore, whilst diversifying how we support our communities is positive, the income required for traditional hospice services is still under funded.

**c. Reserves policy**

The Trustees have reviewed the reserves of the Charity including the nature of the income and expenditure streams, the need to match variable income and fixed commitments, and the nature of the reserves.

The Board of Trustees has set a reserves policy:

- The most significant risk to the financial sustainability of the Hospice is the potential for a rapid deterioration in income, which cannot be matched, immediately with a corresponding reduction in costs. Therefore, reserves should be sufficient to cover the maximum foreseeable reduction in income within a period of twelve months. In addition, reserves should also allow for the completion of capital expenditure.

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projects in progress or planned for the following twelve months, should cover the anticipated monthly fluctuation in cash flows and include a contingency for unexpected material expenditure not included in the budget for the coming year.

- The Trustees review the amount of reserves that are required to ensure that they are adequate to fulfil the Charity's continuing obligations at least on a quarterly basis at the Audit & Risk Aspect Governance Committee.

Total funds of the group at the year-end stood at £21,809,567 (2021: £20,023,286). Restricted funds totalled £4,454,934 (2021: £4,604,139) and unrestricted funds totalled £17,354,633 (2021: £15,419,147).

Free reserves of the group at the year end, stood at £10,024,124 (2021: £8,860,934).

The Trustees apply a risk assessment and mitigation approach to arriving at a figure for the minimum level of reserves to be held. At the year end, the threshold calculated provided a figure of £4m in free reserves. Over the past few years there has been a deliberate use of excess reserves as surplus cash has been applied to fund the extension and development of care services. St Giles is committed to assessing and then strategically reconciling its anticipated levels of income and expenditure over the coming years.

**d. Investments policy**

Canaccord Genuity and CCLA Investment Management Ltd. manage the Hospice's investments. The Audit and Risk Aspect Governance Committee reviews the investment managers' reports every three months.

The investment objectives are to achieve long-term capital and income growth in a moderately conservative manner, following guidelines agreed by the Trustees. The investment managers have discretion in the management of a portfolio within given criteria.

The Memorandum and Articles of Association permit funds to be invested as the Trustees see fit, providing these powers of investment are only exercised for the purpose of attaining the objectives and in a manner that is legally charitable. The Charity has a formal written investment policy.

**e. Going concern**

We have set out in the Trustees' Report a review of the financial performance, risk management policies, the charities reserves position and other factors likely to affect future development, including the impact of economic uncertainty on voluntary income. The impact of coronavirus was central to these assessments. Our Trustees have concluded that there are no material uncertainties that call into doubt the charities ability to continue. The financial statements have therefore been prepared on the basis that the charity is a going concern.

**f. Plans for 2022-23**

There have been changes to the Executive Leadership Team (ELT) of St Giles Hospice following the appointment of a new Chief Executive Officer in May 2022. As a result of these changes, this financial year provides an opportunity for us to undertake a baseline assessment of our current position and to determine our future direction of travel. As we move into a post pandemic period and are learning to live with Covid we now need to offer clarity in terms of our purpose and endeavour to ensure we are a sustainable organisation.

**Future Strategy**

The Board of Trustees have requested that a new organisational strategy be developed that covers the next three-year period. There are two key elements to this ask; firstly, that we clearly define our purpose and secondly, we clarify how we ensure annual operational financial sustainability. A strategy development plan and timeline has been agreed, the implementation of the new strategy will be April 2023.

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**ST GILES HOSPICE**  
(A company limited by guarantee)

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Financial sustainability**

In order that we can continue to offer and provide our outstanding levels of care and support we need to ensure that we operate in a financially sustainable manner. As a hospice and charity, we fully recognise that elements of our funding has and will remain unpredictable. However, we also recognise that there is opportunity to review and challenge ourselves in terms of budgeting and ensuring financial sustainability. This includes looking at all of our income and expenditure to ensure we consider all areas of opportunity.

**Organisational development and people**

Our aspiration is to become an employer of choice for new and existing staff and volunteers. To understand where we are current are, in terms of what we do well and what we can do better as a hospice and employer, we are undertaking a staff and volunteer survey during July and August 2022. We are committed to using the outputs from this survey to inform a new organisational development strategy and delivery plan that will complement and support the delivery of our organisational strategy.

**Communications and engagement**

As an ELT we have already made changes to how we communicate and engage with staff and volunteers. For example, we have introduced the weekly Hospice Round-Up. This provides a summary of the latest news, information and projects across all areas of St Giles. However, whilst we believe we have a good basis as a starting point, we are keen to explore how we improve both through traditional mechanisms and the use of digital media.

Progress on the above is monitored weekly and reported to Aspect Committees and Trustee Board on a quarterly basis, or more often as appropriate.

**g. Principal risks and uncertainties**

The principal risks to the Charity are:

- *Reduced income from subsidiary companies and fundraising activities creating risk to financial sustainability and service delivery.*
- *Potential for reputational risk and a reduction of voluntary support due to closure or reduction of a service due to financial constraints*
- *Loss of NHS income creating risk to financial sustainability and service delivery*
- *Other providers looking to offer a wider range or duplicate service for no or reduced cost to the health system causing a risk to voluntary and/or statutory income.*

The principal uncertainties arise from the external environment:

- *The economic impact of Covid-19 in particular on trading*
- *Uncertainty on the structure, timing and impact of new models by NHS CCGs for end of life care services*
- *Changing complexity and disease profiles of patients, and the increase in demand*

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**h. Management of risks**

The Risk Register identifies the governance committee primarily responsible for monitoring the risk and seeks assurance of the management of that risk. Every risk is set a target consequence; likelihood and score set with a timeline set for attainment, and is allocated to a member of the Executive Leadership Team for management oversight.

Risk is a standing item on the ELT and SMT meeting agendas, with each directorate having their own risk register. Directors receive and respond to newly identified organisational risks, escalating to the Corporate Risk Register (organisational) as appropriate. In addition, each division formally reviews the risk register quarterly, noting mitigating actions undertaken and revising risk scores accordingly.

**Fundraising**

All St Giles Hospice fundraising activities are managed by the Income Generation Director and are split broadly into 3 income generating departments of Fundraising, Retail and Lottery.

All Fundraising activities are managed by the internal fundraising team and we comply with all relevant statutory regulations including the Charities Act 2011, The Charities Act 2016 and the Data Protection Act 2018. We are registered with the Fundraising Regulator and use their trust mark on all relevant materials to show our commitment to best practice. As part of our registration with the Fundraising Regulator we follow all Fundraising Code of Practice and are members of the Chartered Institute of Fundraising.

Our Supporter Care team and internal fundraisers manage all of our In Aid Of activities and mass participation events and are committed to excellent stewardship of our donors and supporters to ensure an excellent supporter journey. Every In Aid Of supporter will receive a 'Letter of Authority' upon registration outlining our expectations and codes of practice as well as offering advice on fundraising techniques that require specific management e.g. raffles. All participants in our mass participation events sign up to relevant terms and conditions associated with the event upon registration. All people fundraising on our behalf will have a point of contact within the fundraising team to offer help, advice and support and ensure all fundraising undertaken in our name is done so with the high standards we adhere to.

Any commercial participator agreements we enter in to are done so as a tripartite agreement where required, with the charity, trading company and commercial participator.

Lottery canvassing had been on hold during the Covid-19 pandemic, it has now resumed delivered by a third party agency. Staff receive an in depth induction on joining St Giles Hospice Lottery and ongoing review and training to ensure their standards and practices in dealing with the public are to the highest standard and compliant with current fundraising and gambling legislation and guidance. Any agencies we work with are experienced in charity fundraising and have to meet our required standard of quality checks and training. External agents are required to have induction training prior to representing St Giles. Regular checks and quality calls are made to ensure agents are representing the hospice to the required standard.

Our lottery is licensed by the Gambling Commission and operates in compliance with the Lottery Conditions and Codes of Practice (LCCP). We are members of the Hospice Lotteries Association and the Lotteries Council, who provide information, training and share best practice across the charity and hospice lottery sector.

Our lottery age restriction is set at 18 years and above – higher than the legal age limit of 16.

All Fundraising and Lottery communications with a donor, whether administration, relationship management or marketing are recoded using our centralised database Donorflex.

St Giles Shops are members of the Charity Retail Association and abide by its code of conduct. We operate a retail network including online and furniture collection scheme. Majority of goods sold are donated and all donors



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**ST GILES HOSPICE**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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have the option of joining the Retail Gift Aid scheme. No undue pressure is put on our donors who have signed up to the scheme as our compulsory notifications state the value of the goods sold and allow donors to claim back monies raised on donated goods if they wish. The scheme also provides donors with a regular update of monies raised for the charity, supporting our commitment to excellent stewardship. We also sell a small range of new goods, with Christmas cards being our biggest seller.

In year 21/22 there were 4 complaints and 2 concerns involving Fundraising or Lottery. In the year 21/22 there were 10 complaints and 29 concerns relating to retail. There were two themes that stood out during the financial year; 1) collection, refusal and delivery of donated items (38%) and 2) poor customer service/staff attitude in our shops (48%). All complaints were handled via the complaints process, were resolved and are now closed.

**Greenhouse gas emissions, energy consumption and energy efficiency action**

St Giles is in its first year using the Streamlined Energy and Carbon Reporting (SECR) guidance to measure and report on our carbon footprint. This will be the standard against which we can gauge energy and carbon performance across the whole organisation. It will also highlight what we need to change and where.

Scope 1 of the SECR relates to the direct emissions from gas and transport fuel combustion. For St Giles this will include gas consumption from our Lichfield and Sutton sites, as well as transport fuel used for our in-house fleet.

Scope 2 of the SECR relates to the indirect emissions from electricity generation. For St Giles this will include gas consumption from our Lichfield and Sutton sites.

For both Scope 1 and 2 reporting we have used energy and fuel consumption data from our suppliers and partners and used DEFRA 2020 conversion factors to calculate the CO<sub>2</sub>e emissions.

For Scope 2, electricity emissions only include bulk supplies from our electricity provider and do not include energy generated by solar photovoltaic (PV) panels. Energy generated from our PV panels typically feeds the National Grid and is not utilised by the Hospice directly.

The chosen intensity measurement ratio is total gross emissions in metric tonnes per staff headcount.

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**ST GILES HOSPICE**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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		2021/2022
<b>Energy consumption used to calculate emissions (kWh)</b>		
Energy consumption breakdown:	Gas (kWh):	1,712,931
	Electricity (kWh):	541,745
	Fleet Transport Fuel (diesel, litres)	2,772
	Fleet Transport Fuel (petrol, litres)	79
	Employee owned (claimed mileage)	240,296
Associated GHG emissions:	Gas consumption	313.7
	Tonnes CO2 equivalent	
Indirect energy emissions:	Purchased electricity	115
	Tonnes CO2 equivalent	
Other indirect emissions:	Fuel used in Hospice owned vehicles	7.1
	Tonnes CO2 equivalent	
	Mileage travelled by Hospice employees in own vehicles	67.9
	Tonnes CO2 equivalent	
Total gross emissions in metric tonnes CO2e		503.7
Intensity ratio metric tonnes CO2e per staff FTE		1.44

### Statement of engagement with employees

Our Executive Leadership Team (ELT) is made up of the Chief Executive Officer and Directors who meet on a weekly basis to discuss the performance of the Charity in line with our strategic priorities.

Monthly Hospice Briefs are held for staff and volunteers across group, chaired by the CEO. This is an open forum meeting, staff are updated on current areas of work, issues on the horizon and there is a Q&A session at the end.

The hospice reintroduced "In the Know" in August 2021 as a bimonthly update for staff and volunteers. There were three "In the Know" published during 2021-2022. This publication updated staff and volunteers on what was happening across the hospice, promoting things such as events, success stories, introducing new starters and updating on leavers, and a spotlight on section for an individual or team in the organisation.

Managers attend a quarterly Managers Forum meeting where specific topics are covered and a Q&A session is held. Managers are invited to present to the group.

The Restoration and Recovery Group was formed at the beginning of the pandemic to work through key decisions and actions the hospice needed to take and work through some of the scenarios we faced. This group met on an ad hoc basis during 2021-2022 as we learned to "live" with the effects of Covid-19 and ensure compliance with Government/PHE guidance.

The Workforce Assurance Programme Board meets quarterly with the 4 main areas of focus being 1) Align Well; 2) Recruit Well and Join Well; 3) Learn and Grow Well; 4) Resolve Well. The People & OD Group met biweekly focusing on specific work streams for example, describing Our Common Purpose in terminology that befits both the internal and external audience. The minutes of the Workforce Assurance Programme Board are available for the Trustee Board. In addition, the Workforce Assurance Programme Board reviews data that may suggest there are issues within the workforce such as increased turnover, grievances, sickness etc. and also to review the ongoing development of employees with regards to training, education and appraisals.

Directors organise Trustee visits to the hospice/wider group both as part of their induction and ongoing in order

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**ST GILES HOSPICE**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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for Trustees to engage directly with teams from across the Hospice. Trustees attend many of the employee engagement and/or fundraising events that are held throughout the year including the annual Light up a Life services held at multiple venues.

Board decisions are made with consideration to the impact on employees by bringing together the views of the Executive Leadership Team and Directors.

**Section 172(1) statement (The Companies (Miscellaneous Reporting) Regulations 2018)**

The Charity regularly reviews principal stakeholders and St Giles Hospice engages with them. The stakeholder voice is brought into the boardroom throughout the annual cycle through information provided by the management team and by direct engagement with stakeholders themselves. The relevance of each stakeholder group may increase or decrease depending on the matter or issue in question, so the Board seeks to consider the needs and priorities of each stakeholder group during its discussions and as part of its decision making.

The Charity does not have a dependency on any supplier but deals with both large and small enterprises aiming to always pay within terms and build a long-standing relationship with its suppliers which is beneficial to both parties. Where it is practicable, local suppliers are included in tender processes.

Other disclosure requirements of this regulation are covered elsewhere in the Trustees report.

**Annual General Meeting**

The Annual General Meeting of the Charity will be held on Monday 12 December 2022.

**Statement of Trustees' responsibilities**

The Trustees (who are also the Directors of the company for the purposes of company law) are responsible for preparing the Trustees' report including the Strategic report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the company and of their incoming resources and application of resources, including their income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 Group will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the company's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Group and the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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**ST GILES HOSPICE**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Disclosure of information to auditors**

In accordance with company law, we, the Trustees, acting also as Directors of the Company, certify that so far as we are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the Charity's auditors are unaware. Each Trustee has taken all the steps that ought to have been taken as a Trustee in order to make themselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

**Auditors**

The Charity's auditors, Crowe UK LLP, have indicated their willingness to continue in office and, in accordance with Section 485 of the Companies Act 2006, a resolution proposing their re-appointment will be put to the Annual General Meeting.

Approved by order of the members of the board of Trustees at the Annual General Meeting and signed on their behalf by:



**Rob Vickers**  
(Chair of the Board of Trustees)  
Date: 28 November 2022

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**ST GILES HOSPICE**  
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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ST GILES HOSPICE**

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**Opinion**

We have audited the financial statements of St Giles Hospice (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 March 2022 which comprise the Consolidated statement of financial activities, the Consolidated balance sheet, the Company balance sheet, the Consolidated statement of cash flows and the related notes, 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 Group's and of the parent charitable company's affairs as at 31 March 2022 and of the Group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; 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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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**

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Group's or the parent charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

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**ST GILES HOSPICE**  
**(A company limited by guarantee)**

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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ST GILES HOSPICE (CONTINUED)**

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**Other information**

The other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The Trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

**Opinion on other matters prescribed by the Companies Act 2006**

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

- the information given in the Trustees' Report including the Strategic Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report and the Strategic Report have been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report including the Strategic Report.

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

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

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**ST GILES HOSPICE**  
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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ST GILES HOSPICE (CONTINUED)**

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**Responsibilities of Trustees**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the Directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

**Auditors' responsibilities for the audit of the financial statements**

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory frameworks within which the charitable company operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 together with the Charities SORP (FRS 102) and the Companies Act. We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charitable company's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charitable company for fraud. The key laws and regulations we considered in this context were CQC regulations, Gambling Commission legislation, General Data Protection Regulation, health and safety legislation and employee legislation.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any. We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing and completeness of income recognition and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management and the Finance and Audit Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, income testing on a sample basis, reviewing accounting estimates for biases, reviewing regulatory correspondence with the Charity Commission, and reading minutes of meetings of those charged with governance.

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**ST GILES HOSPICE**  
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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ST GILES HOSPICE (CONTINUED)**

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Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' report.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. 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 Auditors' 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.

*Kerry Brown*

**Kerry Brown (Senior statutory auditor)**  
for and on behalf of  
**Crowe U.K. LLP**  
Statutory Auditor  
Black Country House  
Rounds Green Road  
Oldbury  
West Midlands  
B69 2DG

Date: 20 December 2022



**ST GILES HOSPICE**  
(A company limited by guarantee)

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND  
EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
<b>Income from:</b>					
Donations and legacies	3	3,629,562	100,000	3,729,562	4,471,064
Charitable activities	4	5,005,729	-	5,005,729	6,811,934
Other trading activities	5	4,822,640	-	4,822,640	4,011,790
Investments	6	113,629	-	113,629	105,351
Other income	7	4,991	-	4,991	749,010
<b>Total income</b>		<b>13,576,551</b>	<b>100,000</b>	<b>13,676,551</b>	<b>16,149,149</b>
<b>Expenditure on:</b>					
Raising funds	8,9	3,387,518	-	3,387,518	3,749,064
Charitable activities	10	8,662,273	149,205	8,811,478	9,315,753
<b>Total expenditure</b>		<b>12,049,791</b>	<b>149,205</b>	<b>12,198,996</b>	<b>13,064,817</b>
<b>Net income/(expenditure) before net gains on investments</b>		<b>1,526,760</b>	<b>(49,205)</b>	<b>1,477,555</b>	<b>3,084,332</b>
Net gains on investments		227,933	-	227,933	627,256
<b>Net movement in funds</b>		<b>1,754,693</b>	<b>(49,205)</b>	<b>1,705,488</b>	<b>3,711,588</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		15,419,147	4,604,139	20,023,286	16,311,698
Net movement in funds		1,754,693	(49,205)	1,705,488	3,711,588
<b>Total funds carried forward</b>		<b>17,173,840</b>	<b>4,554,934</b>	<b>21,728,774</b>	<b>20,023,286</b>

The notes on pages 27 to 51 form part of these financial statements.

**ST GILES HOSPICE**  
(A company limited by guarantee)  
REGISTERED NUMBER: 01430090

**CONSOLIDATED BALANCE SHEET**  
**AS AT 31 MARCH 2022**

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	15	10,790,150	11,108,002
Investments	16	3,931,377	3,716,052
		<u>14,721,527</u>	<u>14,824,054</u>
<b>Current assets</b>			
Stocks	17	11,330	40,205
Debtors	18	3,053,525	3,707,562
Cash at bank and in hand		5,214,894	2,641,995
		<u>8,279,749</u>	<u>6,389,762</u>
Creditors: amounts falling due within one year	19	(1,202,493)	(1,101,030)
<b>Net current assets</b>		<u>7,077,256</u>	<u>5,288,732</u>
<b>Total assets less current liabilities</b>		<u>21,798,783</u>	<u>20,112,786</u>
Provisions for liabilities	20	(70,009)	(89,500)
<b>Total net assets</b>		<u><u>21,728,774</u></u>	<u><u>20,023,286</u></u>
<b>Charity funds</b>			
Restricted funds	21	4,554,934	4,604,139
Unrestricted funds	21	17,173,840	15,419,147
<b>Total funds</b>		<u><u>21,728,774</u></u>	<u><u>20,023,286</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

  
**Rob Vickers**  
Chair of Trustees

Date: 28 November 2022

The notes on pages 27 to 51 form part of these financial statements.

**ST GILES HOSPICE**  
(A company limited by guarantee)  
REGISTERED NUMBER: 01430090

**COMPANY BALANCE SHEET**  
**AS AT 31 MARCH 2022**

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	15	10,790,150	11,107,584
Investments	16	3,931,482	3,716,157
		<u>14,721,632</u>	<u>14,823,741</u>
<b>Current assets</b>			
Stocks	17	-	10,969
Debtors	18	3,759,565	4,216,057
Cash at bank and in hand		4,200,424	1,826,552
		<u>7,959,989</u>	<u>6,053,578</u>
Creditors: amounts falling due within one year	19	(882,920)	(764,435)
<b>Net current assets</b>		<u>7,077,069</u>	<u>5,289,143</u>
<b>Total assets less current liabilities</b>		<u>21,798,701</u>	<u>20,112,884</u>
Provisions for liabilities		(70,009)	(89,500)
<b>Total net assets</b>		<u><u>21,728,692</u></u>	<u><u>20,023,384</u></u>
<b>Charity funds</b>			
Restricted funds	21	4,554,934	4,604,319
Unrestricted funds	21	17,173,758	15,419,065
<b>Total funds</b>		<u><u>21,728,692</u></u>	<u><u>20,023,384</u></u>

The company's net movement in funds for the year was £1,705,488 (2021 - £3,711,588)

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

**Rob Vickers**  
Chair of Trustees

Date: 28 November 2022

The notes on pages 27 to 51 form part of these financial statements.

**ST GILES HOSPICE**  
(A company limited by guarantee)

**CONSOLIDATED STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

	Note	2022 £	2021 £
<b>Cash flows from operating activities</b>			
Net cash (used in)/provided by operating activities	24	2,577,380	1,380,926
<b>Cash flows from investing activities</b>			
Dividends, interests and rents from investments		113,629	105,407
Loss on the disposal of tangible fixed assets		-	4,752
Purchase of tangible fixed assets		(78,786)	(63,246)
Proceeds from sale of investments		141,074	306,704
Purchase of investments		(172,403)	(481,739)
<b>Net cash provided by/(used in) investing activities</b>		<b>3,514</b>	<b>(128,122)</b>
<b>Change in cash and cash equivalents in the year</b>		<b>2,580,894</b>	<b>1,252,804</b>
Cash and cash equivalents at the beginning of the year		2,653,836	1,401,032
<b>Cash and cash equivalents at the end of the year</b>	25	<b>5,234,730</b>	<b>2,653,836</b>

The notes on pages 27 to 51 form part of these financial statements

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**ST GILES HOSPICE**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

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**1. Accounting policies**

**1.1 Basis of preparation of financial statements**

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

St Giles Hospice meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated balance sheet consolidate the financial statements of the Group and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Group has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of financial activities in these financial statements.

**1.2 Company status**

The company is a company limited by guarantee. The members of the company include the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**1.3 Going concern**

We have set out in the Trustee's report a review of the financial performance, risk management policies, the charity's reserves position and other factors likely to affect future development, including the impact of economic uncertainty on voluntary income. The impact of coronavirus was considered when making these assessments. Throughout the year a number of decisions were made to limit the impact of the pandemic on the sustainability of the Hospice, as mentioned in the Trustee's report. We believe that there are no material uncertainties that call into doubt the charity's ability to continue, and therefore the financial statements have been prepared on the basis that the charity is a going concern.

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**ST GILES HOSPICE**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**1. Accounting policies (continued)**

**1.4 Income**

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the company, can be reliably measured.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

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

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

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**ST GILES HOSPICE**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

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**1. Accounting policies (continued)**

**1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Group to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**1.6 Tangible fixed assets and depreciation**

Tangible fixed assets costing £2,500 or more are capitalised.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the company assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following bases:

Freehold property	- 2% of cost
Long-term leasehold property	- 2% of cost
Short-term leasehold property	- Straight line over life of the lease
Motor vehicles	- 20% of cost
Fixtures and fittings	- 20% of cost
Computer equipment	- 33.3% of cost

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**ST GILES HOSPICE**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

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**1. Accounting policies (continued)**

**1.7 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Consolidated Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

**1.8 Stocks**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**1.9 Debtors**

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

**1.10 Cash at bank and in hand**

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

**1.11 Liabilities**

Liabilities and provisions are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

**1.12 Financial instruments**

The Group only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.13 Pensions**

Pension contributions to the group personal pension plan, the NHS superannuation scheme, the Auto Enrolment Pension Plan (administered by NOW Pensions) and any other pension plan are charged against income when payable.



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**ST GILES HOSPICE**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**1. Accounting policies (continued)**

**1.14 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes.

Investment fund comprises unrestricted funds that have been set aside by the Trustees to contribute towards the running costs of the hospice in the event of insufficient public support.

**2. Critical accounting estimates and areas of judgement**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Critical areas of judgement:

Accrued income includes legacy income amounts. In recognising accrued legacy income, the Trustees have considered the probability of receiving each legacy. Each legacy is carefully assessed to determine an appropriate allowance which reflects the possibility of not subsequently receiving the full legacy income amounts that the Charity is aware of. The allowance is based on the circumstances behind each legacy and the probability of receiving the income.

£996,171 (2021: £2,881,583) of income related to Government grants from NHS England (NHSE). The NHSE awarded funding to allow the hospice to make available bed capacity and community support to provide support to people with complex needs in the context of the continuing COVID-19 situation. On this basis the grant has been treated as unrestricted income.

**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**3. Income from donations and legacies**

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Donations	2,030,949	100,000	2,130,949
Legacies	1,598,613	-	1,598,613
	<u>3,629,562</u>	<u>100,000</u>	<u>3,729,562</u>
		<i>Unrestricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Donations		2,039,977	2,039,977
Legacies		2,431,087	2,431,087
		<u>4,471,064</u>	<u>4,471,064</u>

**4. Income from charitable activities**

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
NHS grants and contracts for patient care	4,024,307	4,024,307	6,473,737
Recharged services	941,398	941,398	308,203
Other income	40,024	40,024	29,994
<b>Total 2022</b>	<u>5,005,729</u>	<u>5,005,729</u>	<u>6,811,934</u>

**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**5. Income from other trading activities and fundraising events**

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from trading subsidiaries	1,556,063	1,556,063	1,616,560
Sale of donated goods	3,026,778	3,026,778	2,242,655
Fundraising events	56,256	56,256	59,797
Merchandise	320	320	274
Catering & refreshments	15,667	15,667	32,573
Room hire	29,139	29,139	23,841
Training & course fees	138,417	138,417	36,090
	<u>4,822,640</u>	<u>4,822,640</u>	<u>4,011,790</u>

**6. Investment income**

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Investment income	<u>113,629</u>	<u>113,629</u>	<u>105,351</u>

**7. Other income**

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
CJRS income	<u>4,991</u>	<u>4,991</u>	<u>749,010</u>

The group has been eligible to claim additional funding in the year to 31 March 2021 from the furlough support scheme provided by the government in response to the coronavirus outbreak (CJRS) whereby the company furloughed staff. The funding received relates to staff costs included in note 13.

**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**8. Expenditure on raising funds**

**Costs of raising voluntary income**

	<b>Unrestricted funds 2022 £</b>	<b>Total funds 2022 £</b>	<i>Total funds 2021 £</i>
Expenditure on raising voluntary income	93,923	93,923	97,070
Expenditure on raising voluntary income - staff costs	371,001	371,001	308,208
	<u>464,924</u>	<u>464,924</u>	<u>405,278</u>

**Fundraising trading expenses**

	<b>Unrestricted funds 2022 £</b>	<b>Total funds 2022 £</b>	<i>Total funds 2021 £</i>
Fundraising trading expenditure	1,585,367	1,585,367	1,424,823
Fundraising trading expenses – staff costs	1,268,090	1,268,090	1,809,180
Fundraising trading expenditure - NI	11,951	11,951	29,990
Fundraising trading expenditure - pension costs	8,951	8,951	18,145
Fundraising trading expenses - depreciation	31,917	31,917	51,769
	<u>2,906,276</u>	<u>2,906,276</u>	<u>3,333,907</u>

**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**9. Investment management costs**

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Investment management fees	16,318	16,318	9,879

**10. Analysis of expenditure on charitable activities**

**Summary by fund type**

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Operation of the Hospice	8,662,273	149,205	8,811,478

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Operation of the Hospice	9,154,354	161,399	9,315,753

**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**10. Analysis of expenditure on charitable activities (continued)**

**Summary by expenditure type**

	<b>Staff costs 2022 £</b>	<b>Depreciation 2022 £</b>	<b>Other costs 2022 £</b>	<b>Total 2022 £</b>
Operation of the Hospice	6,428,234	364,721	2,018,523	8,811,478
	<u>6,428,234</u>	<u>364,721</u>	<u>2,018,523</u>	<u>8,811,478</u>
	<b>Staff costs 2021 £</b>	<b>Depreciation 2021 £</b>	<b>Other costs 2021 £</b>	<b>Total 2021 £</b>
Operation of the Hospice	7,002,671	360,558	1,952,524	9,315,753
	<u>7,002,671</u>	<u>360,558</u>	<u>1,952,524</u>	<u>9,315,753</u>

**11. Analysis of expenditure by activities**

	<b>Activities undertaken directly 2022 £</b>	<b>Support costs 2022 £</b>	<b>Total funds 2022 £</b>
Operation of the Hospice	6,861,803	1,949,675	8,811,478
	<u>6,861,803</u>	<u>1,949,675</u>	<u>8,811,478</u>
	<b>Activities undertaken directly 2021 £</b>	<b>Support costs 2021 £</b>	<b>Total funds 2021 £</b>
Operation of the Hospice	7,574,043	1,741,710	9,315,753
	<u>7,574,043</u>	<u>1,741,710</u>	<u>9,315,753</u>

**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**11. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	<b>Total funds 2022 £</b>	<b>Total funds 2021 £</b>
Wages & salaries	1,034,307	911,533
Depreciation	364,721	360,558
Support services and overheads	81,226	77,213
Executive and PR	28,929	31,146
Estate and facilities	230,110	218,568
IT	210,382	142,692
	<u>1,949,675</u>	<u>1,741,710</u>

During the year ended 31 March 2022, the company incurred the following Governance costs:

£18,965 (2021: £10,130) in respect of audit and accountancy fees, £34,744 (2021 - £6,250) in respect of professional fees and staff costs of £98,175 (2021: £81,544).

**12. Net income/(expenditure)**

	<b>2022 £</b>	<b>2021 £</b>
Depreciation of tangible fixed assets	396,638	412,327
Fees payable to the company's auditor in respect of:		
Auditors' remuneration - audit	21,550	20,550
Auditors' remuneration - other services	3,835	3,650
Operating lease rentals	<u>384,139</u>	<u>408,498</u>

**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**13. Staff costs**

	Group 2022 £	Group 2021 £	Company 2022 £	Company 2021 £
Wages and salaries	7,010,522	8,095,479	6,858,351	7,695,438
Social security costs	589,576	578,700	577,625	548,710
Contribution to defined contribution pension schemes	488,129	494,015	479,178	475,870
	<u>8,088,227</u>	<u>9,168,194</u>	<u>7,915,154</u>	<u>8,720,018</u>

During the year, the group made redundancy and termination payments amounting to £16,104 (2021: £57,981) with respect to 7 (2021: 12) individual cases

The average number of persons employed by the company during the year was as follows:

	Group 2022 No.	Group 2021 No.
Hospice services	274	225
Fundraising	12	15
Education & training	1	4
Merchandising	55	95
	<u>342</u>	<u>339</u>



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**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

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**13. Staff costs (continued)**

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	<b>Group 2022 No.</b>	<b>Group 2021 No.</b>
In the band £60,001 - £70,000	2	2
In the band £70,001 - £80,000	1	2
In the band £90,001 - £100,000	-	1
In the band £100,001 - £110,000	1	-

**Senior management**

The key management personnel of the hospice are represented by the senior management team who are the Group Chief Executive and 5 other Directors, 3 of whom are responsible for clinical services. The total employee benefits of the key management personnel (inclusive of employers national insurance) were £440,664 (2021: £518,959)

**Volunteers**

During the year, the hospice has benefited substantially from the regular services of 360 (2021: 447) volunteers. Additionally, volunteers working at St. Giles Hospice Shops Limited and its associated warehouse number approximately 436 (2021: 559). St. Giles Hospice (Promotions) Limited has also received the assistance of nil (2020: 17) volunteers during the year.

**14. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, expenses totalling £nil were reimbursed or paid directly to Trustees (2021 - £28 to Trustee).

**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**15. Tangible fixed assets**

**Group**

	Freehold property £	Long-term leasehold property £	Short-term leasehold property £	Motor vehicles £	Fixtures, fittings and equipment £	Total £
<b>Cost or valuation</b>						
At 1 April 2021	13,505,247	1,669,246	15,250	181,815	2,827,779	18,199,337
Additions	-	-	-	-	78,786	78,786
Disposals	-	-	-	-	(1,066)	(1,066)
At 31 March 2022	13,505,247	1,669,246	15,250	181,815	2,905,499	18,277,057
<b>Depreciation</b>						
At 1 April 2021	3,882,384	442,557	15,250	152,387	2,598,757	7,091,335
Charge for the year	264,252	33,386	-	10,968	88,032	396,638
On disposals	-	-	-	-	(1,066)	(1,066)
At 31 March 2022	4,146,636	475,943	15,250	163,355	2,685,723	7,486,907
<b>Net book value</b>						
At 31 March 2022	9,358,611	1,193,303	-	18,460	219,776	10,790,150
At 31 March 2021	9,622,863	1,226,689	-	29,428	229,022	11,108,002

**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**15. Tangible fixed assets (continued)**

**Company**

	Freehold property £	Long-term leasehold property £	Short-term leasehold property £	Motor vehicles £	Fixtures, fittings and equipment £	Total £
<b>Cost or valuation</b>						
At 1 April 2021	13,505,247	1,669,246	15,250	181,815	2,795,785	18,167,343
Additions	-	-	-	-	78,786	78,786
At 31 March 2022	13,505,247	1,669,246	15,250	181,815	2,874,571	18,246,129
<b>Depreciation</b>						
At 1 April 2021	3,882,384	442,557	15,250	152,387	2,567,181	7,059,759
Charge for the year	264,252	33,386	-	10,968	87,614	396,220
At 31 March 2022	4,146,636	475,943	15,250	163,355	2,654,795	7,455,979
<b>Net book value</b>						
At 31 March 2022	9,358,611	1,193,303	-	18,460	219,776	10,790,150
At 31 March 2021	9,622,863	1,226,689	-	29,428	228,604	11,107,584

**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**16. Fixed asset investments**

Group and company	Listed investments £	Other fixed asset investments £	Total £
<b>Cost or valuation</b>			
At 1 April 2021	3,704,212	11,840	3,716,052
Additions	172,403	258,265	430,668
Disposals	(141,074)	(229,783)	(370,857)
Revaluations	176,000	-	176,000
Management fee	-	(20,486)	(20,486)
At 31 March 2022	<u>3,911,541</u>	<u>19,836</u>	<u>3,931,377</u>
<b>Net book value</b>			
At 31 March 2022	<u>3,911,541</u>	<u>19,836</u>	<u>3,931,377</u>
At 31 March 2021	<u>3,704,212</u>	<u>11,840</u>	<u>3,716,052</u>

**Principal subsidiaries**

The following were subsidiary undertakings of the company:

Names	Company number	Principal activity	Holding	Included in consolidation
St. Giles Hospice (Promotions) Limited	03238435	Operates a lottery to raise funds for the charity	100%	Yes
St. Giles Hospice Shops Limited	01947774	Operates charity shops selling bought in goods to raise funds for the charity	100%	Yes

**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**16. Fixed asset investments (continued)**

The financial results of the subsidiaries for the year were:

Names	Income £	Expenditure £	Profit/(Loss) / Surplus/ (Deficit) for the year £	Net assets £
St. Giles Hospice (Promotions) Limited	1,418,416	573,669	844,747	2
St. Giles Hospice Shops Limited	137,762	(102,161)	35,601	2

The following companies remained dormant throughout the year:  
Walsall Hospice Trading Limited, net assets of £100

**17. Stocks**

	Group 2022 £	Group 2021 £	Company 2022 £	Company 2021 £
Raw materials and consumables	-	10,969	-	10,969
Finished goods and goods for resale	11,330	29,236	-	-
	<u>11,330</u>	<u>40,205</u>	<u>-</u>	<u>10,969</u>

**18. Debtors**

	Group 2022 £	Group 2021 £	Company 2022 £	Company 2021 £
<b>Due within one year</b>				
Trade debtors	663,814	614,522	662,314	613,772
Amounts owed by group undertakings	-	-	722,496	513,076
Other debtors	81,866	159,428	81,866	159,428
Prepayments and accrued income	2,307,845	2,933,612	2,292,889	2,929,781
	<u>3,053,525</u>	<u>3,707,562</u>	<u>3,759,565</u>	<u>4,216,057</u>

**ST GILES HOSPICE**  
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**NOTES TO THE FINANCIAL STATEMENTS  
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**19. Creditors: Amounts falling due within one year**

	<b>Group 2022 £</b>	<i>Group 2021 £</i>	<b>Company 2022 £</b>	<i>Company 2021 £</i>
Trade creditors	372,914	197,193	365,476	194,316
Other taxation and social security	184,318	187,114	184,318	178,760
Other creditors	141,011	152,738	121,561	122,356
Accruals and deferred income	504,250	563,985	211,565	269,003
	<u>1,202,493</u>	<u>1,101,030</u>	<u>882,920</u>	<u>764,435</u>

**20. Provisions**

**Group and company**

	<b>Dilapidations provision £</b>
At 1 April 2021	89,500
Amounts used	(19,491)
	<u>70,009</u>

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**NOTES TO THE FINANCIAL STATEMENTS  
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**21. Statement of funds**

**Statement of funds - current year**

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2022 £
<b>Unrestricted funds</b>						
Roof replacement fund	-	-	-	424,500	-	424,500
March of the Elephants Art Trail	-	-	-	390,000	-	390,000
General Funds	15,419,147	13,576,551	(12,049,791)	(814,500)	227,933	16,359,340
<b>Total Unrestricted funds</b>	<b>15,419,147</b>	<b>13,576,551</b>	<b>(12,049,791)</b>	<b>-</b>	<b>227,933</b>	<b>17,173,840</b>
<b>Restricted funds</b>						
IPU fund	1,205,724	-	(30,850)	-	-	1,174,874
Barn Farm fund	1,111,597	-	(33,217)	-	-	1,078,380
Capital appeal fund	1,712,662	-	(74,202)	-	-	1,638,460
Day Therapies Centre	401,686	-	(9,736)	-	-	391,950
John Haller memorial fund	10,000	-	-	-	-	10,000
Day Room transformation	39,918	-	-	-	-	39,918
The Advice and Referral Centre fund	53,995	-	(1,200)	-	-	52,795
Other restricted funds	68,557	-	-	-	-	68,557
Restricted donation	-	100,000	-	-	-	100,000
	<b>4,604,139</b>	<b>100,000</b>	<b>(149,205)</b>	<b>-</b>	<b>-</b>	<b>4,554,934</b>
<b>Total of funds</b>	<b>20,023,286</b>	<b>13,676,551</b>	<b>(12,198,996)</b>	<b>-</b>	<b>227,933</b>	<b>21,728,774</b>

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**21. Statement of funds (continued)**

**Statement of funds - prior year**

	<i>Balance at 1 April 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 March 2021 £</i>
<b>Unrestricted funds</b>					
General Funds - all funds	11,546,160	16,149,149	(12,903,418)	627,256	15,419,147
<b>Restricted funds</b>					
IPU fund	1,236,574	-	(30,850)	-	1,205,724
Barn Farm fund	1,144,814	-	(33,217)	-	1,111,597
Capital appeal fund	1,786,864	-	(74,202)	-	1,712,662
Day Therapies Centre	411,706	-	(10,020)	-	401,686
John Haller memorial fund	10,000	-	-	-	10,000
Day Room transformation	40,854	-	(936)	-	39,918
The Advice and Referral Centre fund	55,195	-	(1,200)	-	53,995
Other restricted funds	79,531	-	(10,974)	-	68,557
<b>Total Restricted funds</b>	<b>4,765,538</b>	<b>-</b>	<b>(161,399)</b>	<b>-</b>	<b>4,604,139</b>
<b>Total of funds</b>	<b>16,311,698</b>	<b>16,149,149</b>	<b>(13,064,817)</b>	<b>627,256</b>	<b>20,023,286</b>



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**NOTES TO THE FINANCIAL STATEMENTS  
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**Restricted funds**

The IPU fund represents funds received towards the building at Whittington and fitting out of the new In-Patient Unit. Depreciation is charged against the fund.

The Barn Farm fund represents monies raised to fund the construction of a hospice in Sutton Coldfield. Depreciation on the leasehold property and the fixtures, fittings and equipment is charged against the fund.

Capital appeal funds represent monies raised to fund the construction of the hospice, including later additions. Depreciation on freehold property is charged against this fund.

The Day Therapies Centre fund represents primarily a Department of Health grant awarded to the hospice in order to reconfigure the old In-Patient Unit to create an integrated Day Therapies Centre. This provides services such as a Day Hospice, Family Support and Bereavement, Complementary Therapies and Education.

The John Haller memorial fund represents funds available for the promotion of educational projects amongst staff.

The Day Room transformation, which involved significantly improved facilities for patients, was funded in part by a grant from the Department of Health.

The Advice and Referral Centre fund relates to funds received to set up an advice centre which aims to offer advice and information 24 hours a day, 7 days a week. The centre became fully operational in April 2016 and was launched to the general public in May 2016.

The Hospice received a £100,000 gift from a major donor in quarter 4 of this year. £50k was restricted to the upgrade of syringe drivers to meet compliance requirements and £50k to the ERS service in Sutton. The full value of these funds were yet to be spent at 31 March 2022.

**Designated funds**

The Board has designated £424,500 of funds in relation to a roof replacement project agreed in the financial year.

A decision was taken on 24th November 2021 to set aside designated reserves for the March of the Elephants art trail sculpture due to take place in 2023, a major fundraising campaign recognising 40 years of providing hospice care.

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**NOTES TO THE FINANCIAL STATEMENTS  
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**22. Summary of funds**

**Summary of funds - current year**

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2022 £
Designated funds	-	-	-	814,500	-	814,500
General funds	15,419,147	13,576,551	(12,049,791)	(814,500)	227,933	16,359,340
Restricted funds	4,604,139	100,000	(149,205)	-	-	4,554,934
	<u>20,023,286</u>	<u>13,676,551</u>	<u>(12,198,996)</u>	<u>-</u>	<u>227,933</u>	<u>21,728,774</u>

**Summary of funds - prior year**

	Balance at 1 April 2020 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2021 £
General funds	11,546,160	16,149,149	(12,903,418)	627,256	15,419,147
Restricted funds	4,765,538	-	(161,399)	-	4,604,139
	<u>16,311,698</u>	<u>16,149,149</u>	<u>(13,064,817)</u>	<u>627,256</u>	<u>20,023,286</u>

**23. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	6,335,216	4,454,934	10,790,150
Fixed asset investments	3,931,377	-	3,931,377
Current assets	8,179,749	100,000	8,279,749
Creditors due within one year	(1,202,493)	-	(1,202,493)
Provisions for liabilities and charges	(70,009)	-	(70,009)
<b>Total</b>	<u>17,173,840</u>	<u>4,554,934</u>	<u>21,728,774</u>

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**23. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior year**

	<i>Unrestricted funds 2021 £</i>	<i>Restricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Tangible fixed assets	6,558,213	4,549,789	11,108,002
Fixed asset investments	3,716,052	-	3,716,052
Current assets	6,335,412	54,350	6,389,762
Creditors due within one year	(1,101,030)	-	(1,101,030)
Provisions for liabilities and charges	(89,500)	-	(89,500)
<b>Total</b>	<u>15,419,147</u>	<u>4,604,139</u>	<u>20,023,286</u>

**24. Reconciliation of net movement in funds to net cash flow from operating activities**

	<i>Group 2022 £</i>	<i>Group 2021 £</i>
Net income for the year (as per Statement of Financial Activities)	<u>1,705,488</u>	<u>3,711,588</u>
<b>Adjustments for:</b>		
Depreciation charges	396,638	412,327
Gains/(losses) on investments	(176,000)	(601,233)
Dividends, interests and rents from investments	(113,629)	(105,407)
Decrease in stocks	28,875	5,748
Decrease/(increase) in debtors	654,037	(2,081,783)
Increase in creditors	81,971	39,686
<b>Net cash provided by operating activities</b>	<u>2,577,380</u>	<u>1,380,926</u>

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**25. Analysis of cash and cash equivalents**

	Group 2022 £	Group 2021 £
Cash in hand	5,214,894	2,641,995
Cash on deposit awaiting interest	19,836	11,841
<b>Total cash and cash equivalents</b>	<b>5,234,730</b>	<b>2,653,836</b>

**26. Analysis of changes in net debt**

	At 1 April 2021 £	Cash flows £	At 31 March 2022 £
Cash at bank and in hand	2,641,995	2,572,899	5,214,894

**27. Pension commitments**

Staff previously employed by the National Health Service and who were members of the National Health Service Superannuation Scheme continue to be members of that scheme. All other staff may become members of St Giles Hospice Group Personal Pension Plan or and Auto Enrolment Pension Plan.

The NHS Scheme is a defined benefit pension scheme. However, the scheme is a multiemployer scheme and the group is unable to identify its share of the underlying assets and liabilities. The scheme is therefore accounted for as a defined contribution scheme. Details of the benefits payable under these provisions can be found on the NHS Pensions website at [www.pensions.nhsbsa.nhs.uk](http://www.pensions.nhsbsa.nhs.uk).

The pension cost charges, representing employer's contributions to all schemes, amounted to £488,129 (2021: £494,015). Contributions totalling £76,916 (2021: £76,196) were payable at the year end and are included in other creditors.

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**28. Operating lease commitments**

At 31 March 2022 the Group and the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	<b>Group 2022 £</b>	<b>Group 2021 £</b>
Not later than 1 year	<b>346,371</b>	<b>384,139</b>
Later than 1 year and not later than 5 years	<b>745,565</b>	<b>641,925</b>
Later than 5 years	<b>154,375</b>	<b>18,536</b>
	<b><u>1,246,311</u></b>	<b><u>1,044,600</u></b>

**29. Related party transactions**

Transactions with the subsidiary companies are set out below. The balance outstanding at the year end owed from St. Giles Hospice Shops Limited was £518,852 (2021: £481,494). The balance outstanding at the year end owed from St. Giles Hospice (Promotions) Limited was £203,644 (2021: £36,825).

Gift aid was received from St Giles Hospice Shops Limited for £35,601 (2021: £3,874) and from St. Giles Hospice (Promotions) Limited for £844,747 (2021: £815,057).

There are no other related party transactions to disclose.