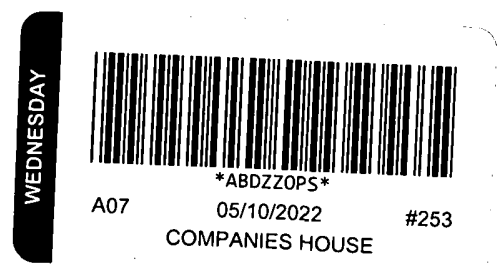


Company number: 01511841
Charity Number: 280919

St Helena Hospice Limited

Report and financial statements
For the year ended 31 March 2022



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St Helena Hospice Limited
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St Helena Hospice Limited
Reference and administrative information
For the year ended 31 March 2022

Company number	01511841
Charity number	280919
Registered office	Myland Hall, Barncroft Close, Highwoods, Colchester, Essex, CO4 9JU
Country of registration	England
Country of incorporation	United Kingdom
President	Bishop Roger Morris
Vice Presidents	Prof Peter Vergo Peter Glossop Dr Elizabeth Hall MBE Christopher Pertwee DL

Trustees The trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Prof Nigel Pye	Chairman, Chair of Remuneration Committee
John Hawkins	Vice Chairman, Chair of Corporate Governance and Risk Committee
Catherine Bhuiya	Treasurer, Chair of Finance Committee Retired July 2022
Dr Frances Hyde	Chair of Income Committee
Ken Aldred	Co-Chair of Patient and Family Services Committee
Dr Mary Northrop	Co-Chair of Patient and Family Services Committee
Andrew Dickerson	Retired October 2021
David Cresswell	
Tracey Dickens	Retired October 2021
Timothy Field	Appointed December 2021
Juliette Maxam	Retired September 2021
James McCarthy	Appointed August 2021
Dr David Milne	
Catherine Morgan	
Ken Rolls	

Key management personnel	Mark Jarman-Howe	Chief Executive
	Lisa Parish	Director of Care
	Dr Emma Tempest	Medical Director
	Hayley Joshua	Director of People & Culture
	Brian Bolt	Finance Director
	Alison Lanchester	Director of Fundraising (retired April 2022)
	Gemma Zweck	Commercial Director (appointed May 2022)

St Helena Hospice Limited
Reference and administrative information
For the year ended 31 March 2022

Bankers	NatWest 25 High Street, Colchester, Essex, CO1 1DG
Solicitors	Birkett Long LLP, 1 Amphora Place, Sheepen Road, Colchester Essex, CO3 3WG Fisher Jones Greenwood LLP, Charter Court, Newcomen Way, Colchester, Essex, CO4 9YA
Investment Managers	Rathbone Brothers PLC 8 Finsbury Circus, London, EC2M 7AZ
Auditor	Sayer Vincent LLP Chartered Accountants and Statutory Auditor Invicta House, 108-114 Golden Lane London, EC1Y 0TL
Website	www.sthelenahospice.org.uk

The trustees present their report and the audited financial statements for the year ended 31 March 2022.

Reference and administrative information set out on pages 1 and 2 form part of this report. The financial statements comply with current statutory requirements, the articles of association and the Statement of Recommended Practice – Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

Purposes and aims

The trustees review the aims, objectives and activities of the charity each year. This report covers the achievements and outcomes of the charity in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

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

The purposes of the charity as set out in its articles of association (2015) are "to promote the relief of illness and suffering in such ways as the company from time to time thinks fit in Essex and adjacent areas and in particular (but without prejudice to the generality whether geographical or otherwise of such object):

- (a) By establishing, maintaining and conducting residential, inpatient, outpatient, outreach and community based care for any persons of either sex (without regard to race or creed or sexual orientation) who are suffering (at any age) from any chronic or terminal illness or from any disability or disease attributable to old age or from any other physical or mental infirmity, disability or disease.
- (b) By conducting or promoting or encouraging research into the care and treatment of persons suffering from any such illness, disability, disease or infirmity as aforesaid and by providing for the dissemination of the results of such research.
- (c) By promoting and encouraging or assisting in the teaching or training of any health or social care professionals or other persons engaged in any branch of medicine, surgery, nursing or allied services, or social or personal care, and in the teaching or training of students in any branch of medicine, surgery, nursing or allied services, or social or personal care.
- (d) By providing or assisting or encouraging spiritual help and guidance for any persons under our care.
- (e) By promoting and providing family support and bereavement care services for those affected by illness, suffering and death.
- (f) Through community engagement, volunteering, and generating its own resources and funding to ensure that it retains its independence in setting and pursuing its priorities and fulfilling its objects."

The statement of purpose for the charity is:

Helping local people face incurable illness and bereavement.

The organisational values of the charity are to:

- Be passionate about hospice care
- Value conversations
- Show appreciation for all
- Respect
- Work together

St Helena wants end of life care to be better for everyone across north east Essex, regardless of where they live, how old they are, or their diagnosis. It has worked with partners in the North East Essex Health and Wellbeing Alliance to develop a new population approach to end-of-life care focused on the 10 outcomes that matter most to people in the last year of life and their families.

St Helena continues to explore new ways to provide care and support to more local people. This includes increasing the scope and reach of our care, developing new services and programmes, working with community groups and voluntary organisations, and making sure its facilities are sustainable and future-proofed. St Helena recognises that others have an essential role to play in good palliative and end of life care, so it embraces partnership working; and to get the most from this it provides leadership and coordination on behalf of our population.

This includes a local leadership role regarding the provision of education and training in palliative and end of life care. The Hospice Education offer has been developed with colleagues at St Elizabeth Hospice and in the Integrated Care Academy hosted by the University of Suffolk.

Service delivery is organised around two multi-disciplinary teams (MDTs) – The Hospice MDT (inpatient care) and Hospice in the Home MDT (community and home based care). Support is offered to patients, family members, and professional through the 24/7 SinglePoint palliative care coordination centre and end of life care hub. SinglePoint coordinates end of life care services across local providers including GPs, district nursing, the acute hospital, out of hours services and the ambulance service. It also coordinates the My Care Choices Register, a means of capturing and sharing the wishes of people in the last year of life.

In addition, St Helena provides a range of complementary and support services, including spiritual care, through its own teams and in partnership with community groups and other local providers as part of the Compassionate Communities programme.

St Helena provides a comprehensive bereavement for all service for adults and has recently been commissioned to extend this support to children regardless of the cause of their bereavement.

Last year St Helena supported over 4,000 people in one year for the first time. It wants to do more, and it continues to strive to further strengthen work to personalise care, widen access, and tackle inequalities in both access and outcomes.

The charity generates most of its income through voluntary, commercial, and charitable means including:

- Operating the Your Hospice Lottery and the 'make a smile lottery', both partnership lottery models that involve working with other hospices and good causes from across the country.
- Retailing through a network of charity shops, online and via the trading subsidiary's activities.
- Gifts in wills.
- Fundraising through community events, challenges, appeals, corporate and major donors, and individual giving.
- Submitting bids for specific funding from charitable trusts, the Department of Health and other funders.
- Building support with the local community to fund specific services.

The charity also generates income from its investment portfolio and temporary surplus cash balances.

St Helena receives a grant North East Essex NHS Clinical Commissioning Group.

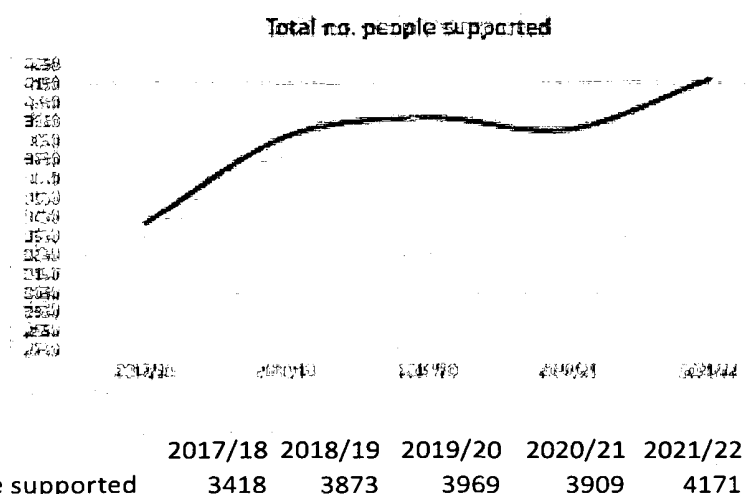
The charity is a partner in the Hospice Quality Partnership and procures via available national frameworks organised by this venture or alternatively will conduct tenders for local services. The trustees and executive team review support service and management structures and arrangements regularly.

During the year, 226 people began volunteering for St Helena, at the year-end there were 779 volunteers generously giving their time for free.

Strategic Report

Achievements and performance, and beneficiaries of our services

Despite significant periods in the last year being affected by lockdowns and Covid-19 disruption, St Helena supported more people in 2021/22 than in any previous year. This continues the upward trend of the last few years, which was only briefly halted by the pandemic. It demonstrates that significant changes to the service model made in the last two years and the decision to close the Tendring Centre have not affected the volume of care delivered.



The trend of an increasing proportion of activity being delivered through Hospice in the Home and the end-of-life care hub coordination model has continued. Inpatient care has been affected by Covid-19 limiting capacity and short-term changes in referral patterns and patient preferences. The amount of bereavement support provided is good but waiting times to access that support remained high.

Our Outreach CNS supported 33 people from under-served communities. The charity is monitoring how effective we are in widening access and reducing inequalities. It can now evidence reaching people from all levels of deprivation and ethnicity in the local community, but there is work to do to increase access for people in the most deprived areas and in improving the completeness of our Equality Diversity and Inclusiveness data capture.

Crucially this expansion of care provided has not been at the expense of quality. The charity remains Outstanding rated by the Care Quality Commission and under their new monitoring regime had no concerns flagged last year. Feedback from Alliance and Suffolk and North East Essex Integrated Care System partners is positive.

A comprehensive annual Quality Account is published on the charity's website.

The resumption of significant learning and development activity at the tail end of the year will be further increased in 2022/23 as the Hospice Education partnership with St Elizabeth Hospice matures.

Feedback from service users is very important to the charity. During 2021/22, the charity received an overall rating of 5 out of 5 stars on iWantGreatCare.

Financial review

2021–22 was the second year of the Covid–19 pandemic and while its impact was not as severe as in 2020–21 it nonetheless continued to have a significant impact on both our income generation activities as well as our charitable services. Restrictions on social gathering meant our ability to increase our lottery recruitment activity for both our own and our partners lotteries remained curtailed as was much of our fundraising events programme. On a positive note, in April 2021 when we were allowed to reopen our shops, trading very quickly recovered to pre–pandemic levels. We also opened two more new shops during the year and despite the restrictions on lottery recruitment, gross income continued to grow with the main challenge becoming the steadily increasing cost of recruitment and resulting reduced profitability.

We continued working closely with our local NHS CCG in handling the impact of the pandemic with our reshaped services to patients and families. We received further financial support from NHSE via Hospice UK to provide bed capacity and community support to March 2022. This support has now ceased. As a result of these support packages, we have come through the second year of the pandemic in a sound financial position.

The outcome for the year was a total spend of £17,755k (up from £16,147k the year before) against total income of £18,986k (2021, £17,037k), producing a net surplus of £1,231k (2021, £890k) before unrealised investment gains. This comprised an unrestricted operational surplus of £1,210k and a surplus on restricted funds of £21k. The restricted surplus is due to cash received for specific initiatives with spend to be incurred on those initiatives in future years.

Net investment gains, excluded from the above figures, were £157k, being all unrealised gains (based on market prices as at 31 March 2022).

Income came from our usual income streams, the main ones being NHS (£4,365k), legacies (£1,942k), donations (£847k), fundraising (£565k), lottery (gross income of £5,063k, with a surplus of £1,061k after direct and overhead costs and an income share paid to other charity partners of £1,886k), retail (gross income of £3,820k and a surplus of £494k) and from investments (£155k). In March 2022, near the end of the year, we launched our new domiciliary care service from which we expect to see income next year.

In addition to the above, during the year we received £1,512k of one–off pandemic support funding, the main elements of which were Hospice UK/ NHS England (£1,444k) and small business grants (£46k).

Spend was on charitable activities, £10,865k (2021– £10,818k) including the income share paid to other charity lottery partners of £1,448k, and on raising funds (£6,890k, 2021–£5,329k), the latter includes income shares to non–hospice charity lottery partners of £437k. Charitable activities spend included inpatients (£4,583k), community care (£4,137k), therapies and well–being (£657k) and education and research (£40k).

Investment holdings at year-end were £4,980k (2021: £4,823k), split between equities and bonds held within charity specific funds. No investments were disposed of during the year.

The general policy on reserves is to maintain a level of free reserves between £3.3m and £4.9m, creating a balance between sustainability and avoidance of keeping excessive levels which would be at the expense of service spend. Free reserves at 31 March 2022 equated to £8.4m. This includes £4.0m that has been transferred into a new Hospice Capital Fund that has been set up to support potential new capital works for future development of the hospice. Excluding this designated fund, free reserves would be £4.4m, which falls within the range for the policy.

During the year, service plans and priorities and operational financial performance were kept under constant and regular review by the trustees and senior management team to ensure that we continued to provide the services our patients required whilst supporting the wider effort to deal with the effects of the pandemic. This scrutiny helped to maintain an effective financial balance and confidence that it is sustainable.

We do not anticipate there will be any further direct hospice financial support from NHSE however we are in a strong financial position to respond to the challenges of the year ahead and to continue to deliver our much-needed services.

Principal risks and uncertainties

The trustees have a risk management strategy that comprises:

- Maintaining a risk register covering all parts of the organisation.
- Regular reviews of the risks the charity may face.
- Establishment of systems and procedures to mitigate risks identified in the plan.
- Maintaining adequate insurance cover.

The charity manages major risks as follows:

- Insufficient funding to run the charity.

The charity maintains and develops a diverse range of income sources to spread the risk of shortfalls of income and over dependency on any one source. The two largest income streams are funding from the NHS under a grant agreement and legacies, which by their nature are unpredictable and volatile. The charity maintains a level of reserves to enable it to cope with short-term fluctuations in income levels.

NHS North East Essex CCG have extended their grant agreement with the charity to the end of March 2023. The charity is an active partner in the North East Essex Health and Wellbeing Alliance, one of three alliances in the Suffolk and North East Essex Sustainability and Transformation Partnership.

- Not understanding the expectations and needs of our community.

The charity engages with a diverse range of community and provider groups to ensure that it is aware of need gaps and changes. It also regularly seeks the opinion of service users as to the effectiveness and quality of the services it delivers.

- Insufficient skilled staff.

The charity offers competitive pay and conditions to attract high quality staff as well as extensive staff training and development support. The charity monitors key workforce metrics regularly and offers exit interviews to all staff who leave the organisation. The charity recently revised its clinical pay structure to ensure that it remained competitive with the NHS to ensure that it was still able to attract qualified clinical staff.

- Infrastructure not fit for purpose.

The charity maintains all premises to a high standard with a dedicated estates management team and a rolling maintenance programme. The estates team monitor and manage the safety and security of all premises. The charity regularly reviews the suitability of its estate to ensure it is adequate and fit for purpose.

- Diminished quality of services provided.

The Care Quality Commission (CQC) regulate all clinical and care services provided by the charity. The Clinical Governance Committee monitors clinical policies and practice. The Patient and Family Services Committee monitors medical and clinical activity.

- Damaged reputation.

The Trustee Board and management team work closely together in policy setting and monitoring to ensure that the charity is working to the highest standards. The Corporate Governance and Risk Committee oversees risk management corporately while the Clinical Governance Committee manage clinical risks. There is dedicated specialist resource managing public relations and communications, data and cyber security, health and safety, and patient safety. The Income Committee monitors fundraising practices in the light of recommendations made by charity sector fundraising practice reviews.

There has been no significant change in the risk profile of the charity.

Fundraising practices

Our supporters and donors are very important to us and it is their support that enables us to do what we do to help the people of North Essex at a very difficult time in their lives. We aim to ensure that all our fundraising activities are carried out in accordance with best fundraising practice and our supporters and wider public are treated fairly and with respect.

Fundraising standards

The charity voluntarily registered with the Fundraising Regulator and works within the Code of Fundraising Practice. Our lottery is regulated by the Gambling Commission and we adhere to the Conditions of Practice as set out by the Gambling commission.

Working with third party fundraisers

So that we can engage with as many potential supporters as possible, our staff talk with members of the public both on the telephone and in person. We do work with external organisations who have specific expertise in this area. All such arrangements are under robust contracts which specify that the activities must be carried out by suitably trained staff and in accordance with applicable laws and codes such as the Fundraising Regulator's Code of Fundraising Practice and data protection laws. We expect these organisations to reflect our values when working on our behalf. In addition to this and as part of our compliance with the Gambling Commission we have a series of interventions in place to ensure that the work being carried out is to the highest possible standards. This includes but is not limited to spot checking of new supporters who sign up in support of the organisation. All spot checking is logged and narratives kept of each communication with a particular supporter.

Complaints

During the year 71 (2021–41) complaints relating to our fundraising were received, all of which have been resolved. We view complaints and supporter feedback as important information about the impact on our supporters and an opportunity to learn about and improve our practice.

Protecting vulnerable people

St Helena Fundraisers are aware of the Code of Practice and in particular, the importance of protecting vulnerable people (and others) from unreasonable intrusion on privacy, unreasonably persistent approaches or undue pressure to give. Our lottery operation has a responsible gambling policy in place which identifies the actions taken to protect the most vulnerable in society. This is also covered in the training that every member of the lottery team has when they join the organisation.

Investment policy

The charity works closely with its fund managers to ensure its investment portfolio is responsibly managed. Responsible investment is considered to be the purposeful integration of environmental, social and corporate governance (ESG) considerations into investment management processes and ownership practices, and have adopted the following non-exhaustive definitions of the underlying components of ESG:

- 1 – environmental: issues relating to the quality and functioning of the natural environment
- 2 – social: issues relating to the rights, well-being and interests of people and communities
- 3 – governance: issues relating to corporate governance and corporate behaviour

In addition to applying the above general principles the charity will hold no direct investment in companies whose main source of revenues and profits is derived from tobacco.

The Charity seeks to produce the best possible financial return within an acceptable level of risk, which is classified as a level 4 by their professional investment managers (with level 1 being the lowest risk level and 6 being the highest).

The investment objective is to generate a total return of CPI plus 3% per annum over the long-term, net of all fees.

The Charity adopts a total return approach to investment, generating the investment return from income and capital gains or losses. It is expected that, in the long term, the real value of the portfolio will be maintained in accordance with the investment objective above.

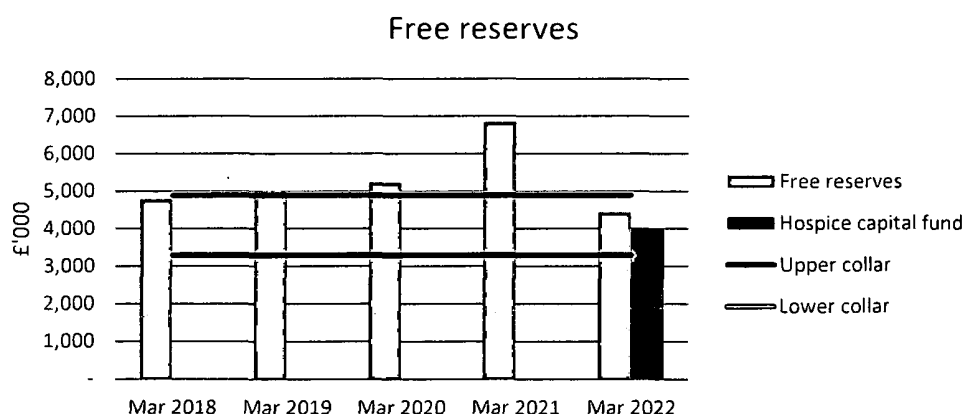
Reserves policy and going concern

The charity needs financial resources to achieve its purposes and must plan for the longer term to ensure continuity of its services to patients.

The trustees regularly monitor the reserves policy and the level of reserves required having regard to the following:

- The charity forecasts of expenditure based on planned activity and the analysis of future needs.
- The reliability and volatility of income.
- Funds required for replacing assets.
- The need to cover contingencies and the ability to be able to respond to unexpected events or opportunities.

The trustees utilise a risk-based approach for assessing the appropriate level of free reserves (fair value and general reserves). The policy is based on an assessment of the volatility and certainty of each of the organisation's main income streams; a potential need for unplanned or unexpected expenditure; and, the requirement to maintain sufficient working capital to ensure the continuing smooth running of the charity. This assessment produced figures of £1.7m for income volatility and uncertainty, £0.6m for unplanned or unexpected expenditure and £1.8m for working capital requirements, giving £4.1m in total. The trustees consider that it would be appropriate in normal times to maintain free reserves within a range of plus or minus 20% of this figure, giving a free reserves range of £3.3m to £4.9m. Free reserves at 31 March 2022 stood at £8.4m. This includes £4.0m set aside in a new designated fund, Hospice Capital Fund, to support potential capital infrastructure works for future development of the hospice as described in future plans below. Excluding this designated fund, free reserves amount to £4.4m.



The trustees have considered the financial position of the charity, its investment portfolio, its reserves, as well as its cash flow and liquid resources and they believe the charity is able to manage its business risks successfully.

There are no material uncertainties that may cast doubt on the charity's ability to continue as a going concern. The trustees having reviewed the evidence have a reasonable expectation that the charity has adequate resources to continue in operational existence for the near future and can continue to meet its liabilities for the next twelve months. Therefore, they continue to adopt the going concern basis of accounting in preparing the annual financial statements.

Plans for the future

The charity has updated its strategic priorities for the period 2022 to 2024.

Principles

St Helena wants people living in North East Essex to achieve the outcomes that matter most to them and their families in their last phase of life. St Helena does not apply a specific time or diagnosis to the last phase of life since it will depend on individual circumstances, but it will include people with:

- advanced, progressive, incurable conditions
- general frailty and coexisting conditions that mean they are at increased risk of dying within the next 12 months
- existing conditions if they are at risk of dying from a sudden acute crisis in their condition
- life-threatening acute conditions caused by sudden catastrophic events.

St Helena believes the best way to achieve this is through engagement with its local community, and partnerships with other organisations wanting to improve health and wellbeing. It will maintain its expertise in specialist palliative care and end of life care and provide education to share that expertise with partner organisations.

Infrastructure

The Board recognises that Myland Hall is increasingly expensive to maintain and, in parts, incapable of providing the quality of infrastructure expected by its beneficiaries, regulator and commissioners. Whilst planning for a new facility Myland Hall will be maintained to the best standard possible compatible with a likely re-location. St Helena will take its environmental and corporate social responsibilities, including carbon reduction, seriously as it develops its future estates plans.

St Helena will maintain its eminent position in palliative and end of life care through having a central site housing both Hospice and Hospice in the Home teams, to develop skills, offer training and development opportunities, and to provide a beacon of excellence for the local health and care system.

Service Objectives

As part of the population approach to care, St Helena will build on its work with others to further develop the provision of holistic care for patients and their families in North East Essex (NEE).

St Helena, acting within the framework of North East Essex Health & Wellbeing Alliance (Alliance), continues to be the coordinating hub for all non-hospital palliative and end of life care and related bereavement services, in NEE. SinglePoint will continue to be the coordinating hub for this provision.

St Helena will continue to address inequalities in the take up of its services through greater engagement with the local community and relevant local healthcare providers. It will develop its compassionate communities programme including asset-based community development, social prescribing, and greater personalisation of care.

St Helena will provide an In-Patient Unit (IPU) to support those whose needs cannot be met elsewhere due to the complexity of specialist intervention required or the limitations of their usual place of residence (including homelessness, poor housing, impact on others in the household and safeguarding concerns).

For many their preferred place of care will be their usual place of residence and the aim is to support as many people as possible in their own home or care home through the provision of such services as the Virtual Ward, Hospice at Home and community nursing working with local GP providers and other health and care organisations.

In recognition of the growing need in the community, St Helena will demonstrate its commitment to building a true 'bereavement for all' service for children and adults requiring help due to being bereaved for any reason in NEE.

St Helena will work in collaboration with other hospices, academic partners, the Alliance and Integrated Care Board (ICB) to provide education on palliative and end of life care to meet the care needs of the population of NEE. It will also undertake research into the effectiveness of the population approach and innovative local care models.

St Helena will actively explore opportunities to develop innovative, cost effective and scalable services that utilise digital technology, platforms, and solutions to their full potential.

People and Culture Objective

St Helena recognises that it would not be able to meet the needs of local patients and their families without its excellent staff and volunteers. It will develop and implement a comprehensive plan to ensure the recruitment, retention, and skills development of a quality workforce in all areas of the organisation.

Funding Objectives

Opportunities for new ventures and initiatives on the future site will be actively explored.

St Helena services will be subject to the funding available. The committee chairs will work with SMT to propose a budget for annual approval by the Board of Trustees. Funding of services will be prioritised on a basis to be agreed with the Board of Trustees.

Through working with the Alliance and the ICB, St Helena will demonstrate the effectiveness of its population approach and continue to seek increased disinvestment in acute hospital beds and increased investment in community based palliative and end of life care.

St Helena will further develop and grow its lottery, retail and fundraising income lines, whilst continuing to develop other innovative income generation opportunities, using a range of funding models, including social investment, as appropriate.

St Helena will progress its domiciliary care business, to provide income for its charitable purposes and will consider other opportunities in the wider care market.

St Helena will continue to encourage the making of legacies (whilst over time reducing its dependence on this income line) and seek significant personal donors.

Recognising the benefits of collaboration St Helena will be open to joint fund-raising opportunities, and shared posts and support services where they add value and/or reduce costs.

Marketing objective

St Helena will develop a more strategic approach to Marketing. This will be founded on the recruitment to a new post of Marketing Director. The Marketing Director will produce, gain approval for and implement a Strategic Marketing Plan for the core services of St Helena and all the associated activities and businesses that help fund those core services. In addition to increasing the brand awareness of St Helena and its services, the need for income and the benefits St Helena delivers, the Marketing Strategy must also develop specific communications channels with current & prospective patients and their families, current & prospective customers of St Helena's additional services and current & prospective contributors. The Marketing Plan must also help St Helena identify new opportunities for income.

Financial objective

The main financial objective is to achieve agreed budgets, and to ensure longer term financial and service sustainability through compliance with the reserves policy and by increasing sources of income.

Governance objectives

The charity aims to achieve standards and an approach to governance in line with current best practice and to that end uses the Charity Governance Code in developing its governance practice. St Helena governance is through the Board of Trustees, a committee structure with membership of Trustees and the SMT. It is envisioned that the CEO and SMT should have the delegated authority to manage St Helena in an efficient and effective manner and be empowered to implement the strategy in consultation with the trustee committees whilst remaining accountable to the Board of Trustees.

St Helena will simplify and update its governing documents. Given its ambitions and challenging operating environment it will also consider the case for streamlining its approach to governance to achieve better shared responsibility, greater executive accountability, and a clearer strategic outlook.

The Trustees will seek to represent the demographics and interests of the population they serve. They will also look to maintain an appropriate balance of skills and place these in the relevant committees. All Trustees should undertake training appropriate to their role.

Quality objective

St Helena has a reputation for excellence in the care it provides. It will continue to improve and has set itself the goal of maintaining an 'Outstanding' CQC rating for its charitable services. It will also always aim to achieve an unqualified audit and no material concerns from other relevant regulators (i.e., Gambling Commission and Fundraising Regulator).

Accountability objective

St Helena will seek to achieve greater representativeness of, accountability to, and engagement with key stakeholders, funders, and donors and to the public it serves and implement the changes needed to bring this about.

Structure, governance and management

The organisation is a charitable company limited by guarantee, incorporated on 11 August 1980, and registered as a charity on 22 October 1980.

The articles of association govern the charity and set out its charitable objects and powers.

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 9 to the accounts.

The Board of Trustees governs the charity through its committee structure and contributes to decisions regarding the appointment of senior staff, and those impacting on budgets and the allocation of resources. Trustees appoint from among their number a Chair, Vice Chair, Treasurer and Chairs of Committees. The Chair of the Board serves a maximum of two three-year terms. The Board

is aware that a number of Trustees have served long terms of office. While this brings with it benefits, good governance requires that board membership is regularly monitored and opportunities to diversify and refresh skills are explored. The Board therefore intends to ensure that the composition of the Board is kept under review, having regard both to its skill needs and its desire to have a Board which represents the population it serves.

The committees are:

- Corporate Governance and Risk
- Finance and Operations
- Income
- Patient and Family Services
- Remuneration

The trustees delegate general management of the charity through the Chief Executive, to the senior management team as set out in an Instrument of Government. Page 1 shows the senior management team for the charity for the reporting period.

The charity currently has two active wholly owned subsidiaries, St Helena Hospice Trading Limited, for the purposes of trading new goods and gift aid maximisation, and St Helena Care Services Ltd, a commercial provider of domiciliary care. The directors of the subsidiaries are the Chief Executive and Finance Director from within the charity senior management team.

Appointment of trustees

The Board elects or co-opts all trustees from amongst the members of the company. One third of all trustees of the charity are then subject to re-confirmation by members of the company at each annual general meeting.

All trustee vacancies are advertised externally and appointments made via a standardised recruitment and selection process.

Trustee induction and training

All new trustees of the charity meet with the Chair of the Board and Chief Executive and have a tour of the hospice. Trustees can attend all Committees.

The Chair provides all trustees with *The Twenty-Minute Guide to being a Hospice Trustee* and a *St Helena Hospice Handbook for Trustees* containing all key information about the organisation. In addition, trustees would normally receive safeguarding and general trustee training.

Related parties and relationships with other organisations

The charity is the sole adult hospice and lead provider for community end of life care in North East Essex.

The charity is a shareholder in the Hospice Quality Partnership, a trading company wholly owned by hospices established to maximise value for hospice care through collaborative procurement and income generation.

Remuneration policy for key management personnel

The Remuneration Committee, which consists of the Chair, Vice Chair and Treasurer, has delegated responsibility from the Board for pay and remuneration of the senior management team. An external agency undertakes benchmarking of salaries with reference to hospice, public, charity and private sectors. The agreed pay policy for senior employees is to aim for salaries and rewards within the range of lower to middle quartile for the relevant role and only in exceptional circumstances to be in the upper quartile.

Policy for employment of disabled persons

The charity is an equal opportunities employer and committed to a policy of treating all employees and job applicants equally. The aim is for a workforce that will be truly representative of all sections of society, in which all employees feel respected and able to give their best.

It is the policy of the charity to provide equality and fairness for all. This includes taking all reasonable steps to employ and promote employees based on their abilities and qualifications without regard to race, colour, nationality, ethnic or national origin, religion or belief, disability, trade union membership or non-membership, sex, pregnancy/maternity, gender reassignment, sexual orientation, married or civil partnership status, age, or being a part-time or fixed term worker. It opposes all forms of unlawful and unfair discrimination.

The charity strives to prevent unfair treatment by operating fair, objective and systematic procedures including:

- Good communications.
- Recruitment, selection, promotion, transfer and leaving.
- Managing individuals' performance, training, development and careers.
- Access to support systems.
- Individual grievances, discipline.
- Ensuring the fair treatment and dignity of employees at work and making sure our workplaces are free from harassment, victimisation and bullying.

The charity treats everyone with dignity and respect and is committed to creating a work environment free of harassment and bullying.

Employee information

As at 31 March 2022 there was 341 staff employed (159 full-time and 182 part-time) excluding bank and sessional employees.

The charity regularly monitors sickness absence, vacancy rates and turnover and continues to perform favourably with NHS and charity sector comparators. In 2021/22, the charity had an average rate of sickness absence of 5.2% and an average turnover rate per month was 1.7%.

The charity evaluates all job descriptions and salaries for all roles externally and uses external benchmarks to ensure that pay policy is consistent and competitive. Pay policy is for salaries to be in the range between the lower and middle quartile for the relevant role and only in exceptional circumstances to be in the upper quartile.

The charity has an employee forum with representatives from across the organisation chosen by employees. It has an Organisational Change Policy that sets out the consultation arrangements used when proposals might affect employment or terms and conditions.

Internal communications with employees include internal communication emails, regular team meetings, a quarterly Chief Executive briefing open to all employees and volunteers, and a quarterly newsletter. The charity ensures information is provided to employees on matters of concern to them including financial and operational performance, changes in the operating environment and new developments or activities.

Annual appraisals for all staff in the charity include organisational objectives to encourage individual employees to contribute to the overall charity performance and success.

Statement of responsibilities of the trustees

The trustees (who are also directors of St Helena Hospice for the purposes of company law) are responsible for preparing the trustees' annual 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 year, which give a true and fair view of the state of affairs of the charitable company and group and of the incoming resources and application of resources, including the income and expenditure, of the charitable company or group for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgements and estimates that are reasonable and prudent.

- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

In so far as, the trustees are aware:

- There is no relevant audit information of which the charitable company's auditor is unaware.
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2022 was 48 (2021:61). The trustees are members of the charity, but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Auditor

The auditor during the year was Sayer Vincent LLP and they have expressed their willingness to continue in that capacity.

The trustees' annual report which includes the strategic report has been approved by the trustees on 25 August 2022 and signed on their behalf by



Nigel Pye
Chairman

Independent auditor's report to the members of St Helena Hospice

We have audited the financial statements of St Helena 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 group and parent charitable company balance sheets, the consolidated statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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
- Have been prepared in accordance with the requirements of the Companies Act 2006 and the Charities Act 2011

Basis for opinion

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

Conclusions relating to going concern

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 St Helena Hospice'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.

Other Information

The other information comprises the information included in the trustees' annual report, including the strategic report, other than the group financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the group 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 group 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 group 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.

Opinions on other matters prescribed by the Companies Act 2006

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

- The information given in the trustees' annual report, including the strategic report, for the financial year for which the financial statements are prepared is consistent with the financial statements
- The trustees' annual report, including the strategic report, has been prepared in accordance with applicable legal requirements

Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and Charities Act 2011 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept by the parent charitable company, 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.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, the trustees (who are also the directors of the parent 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.

Auditor's responsibilities for the audit of the financial statements

We have been appointed auditor under the Companies Act 2006 and section 151 of the Charities Act 2011 and report in accordance with those Acts.

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

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 are set out below.

Capability of the audit in detecting irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management and the finance committee, which included obtaining and reviewing supporting documentation, concerning the group's policies and procedures relating to:
 - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
 - The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the group operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the group from our professional and sector experience.

Independent auditor's report
To the members of
St Helena Hospice Limited

- We communicated applicable laws and regulations throughout the audit team and remained alert to any indications of non-compliance throughout the audit.
- We reviewed any reports made to regulators.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's 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 and section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Judith Miller (Senior statutory auditor)

30 September 2022

for and on behalf of Sayer Vincent LLP, Statutory Auditor
Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

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

St Helena Hospice

Consolidated Statement of Financial Activities

(incorporating an income and expenditure account)

For the year ended 31 March 2022

Notes	2022			2021		
	Unrestricted £ 000's	Restricted £ 000's	Total £ 000's	Unrestricted £ 000's	Restricted £ 000's	Total £ 000's
Income from:						
Donations	718	129	847	931	52	983
Legacies	1,942	-	1,942	1,117	-	1,117
Charitable activity Income 2	4,782	298	5,080	3,689	220	3,909
Other trading activities 3	9,419	31	9,450	6,813	42	6,855
Investment Income 4	155	-	155	174	-	174
Covid support funding 5	68	1,444	1,512	1,870	2,129	3,999
Total income	17,084	1,902	18,986	14,594	2,443	17,037
Expenditure on:						
Raising funds 6a	6,860	30	6,890	5,312	17	5,329
Hospice Care charitable expenditure 6b	7,566	1,851	9,417	7,129	2,349	9,478
Lottery partner charitable donations 6b	1,448	-	1,448	1,340	-	1,340
Total expenditure	15,874	1,881	17,755	13,781	2,366	16,147
Net income before net gains on investments	1,210	21	1,231	813	77	890
Net unrealised gains/(loss) on investments	157	-	157	652	-	652
Net income / (expenditure) for the year after net losses on investments 7	1,367	21	1,388	1,465	77	1,542
Transfers between funds	-	-	-	-	-	-
Net movement in funds	1,367	21	1,388	1,465	77	1,542
Reconciliation of funds:						
Total funds brought forward	11,928	417	12,345	10,463	340	10,803
Total funds carried forward	13,295	438	13,733	11,928	417	12,345

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 19 to the financial statements.

St Helena Hospice

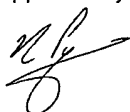
Balance sheet

Company no. 01511841

As at 31 March 2022

		GROUP 2022 £000's	GROUP 2021 £000's	CHARITY 2022 £000's	CHARITY 2021 £000's
	Notes				
Fixed assets:					
Tangible assets	13	4,895	5,083	4,895	5,083
Investments	14	4,980	4,823	4,980	4,823
		<u>9,875</u>	<u>9,906</u>	<u>9,875</u>	<u>9,906</u>
Current assets:					
Stock	15	1	5	-	-
Debtors	16	4,099	2,337	4,141	2,333
Cash at bank and in hand		7,264	4,052	7,259	4,049
		<u>11,364</u>	<u>6,394</u>	<u>11,400</u>	<u>6,382</u>
Liabilities:					
Creditors: amounts falling due within one year	17	(7,363)	(3,756)	(7,382)	(3,761)
Net current assets		4,001	2,638	4,018	2,621
Total assets less current liabilities		13,876	12,544	13,893	12,527
Creditors: amounts falling due after one year	17b	(143)	(199)	(143)	(199)
Total net assets	18	<u>13,733</u>	<u>12,345</u>	<u>13,750</u>	<u>12,328</u>
The funds of the charity:	19				
Restricted income funds		438	417	438	417
Unrestricted income funds:					
Designated funds		8,895	5,083	8,895	5,083
General funds		4,400	6,845	4,417	6,828
Total unrestricted funds		<u>13,295</u>	<u>11,928</u>	<u>13,312</u>	<u>11,911</u>
Total charity funds		<u>13,733</u>	<u>12,345</u>	<u>13,750</u>	<u>12,328</u>

Approved by the trustees on 25 August 2022 and signed on their behalf by



Nigel Pye
Chairman

St Helena Hospice

Consolidated statement of cash flows

For the year ended 31 March 2022

	Notes	2022 £ 000's	£ 000's	2021 £ 000's	£ 000's
Cash flows from operating activities					
Net cash provided by operating activities	20		3,416		2,260
Cash flows from investing activities:					
Dividends and interest		155		174	
Purchase of fixed assets		(318)		(215)	
Disposal of fixed assets					
Net cash provided by investing activities			(163)		(41)
Cash flows from financing activities:					
Repayments of borrowing		(41)		(10)	
Net cash provided by / (used in) financing activities			(41)		(10)
Change in cash and cash equivalents in the year			3,212		2,209
Cash and cash equivalents at the beginning of the year			4,052		1,843
Cash and cash equivalents at the end of the year			<u>7,264</u>		<u>4,052</u>

St Helena Hospice

Notes to the financial statements

For the year ended 31 March 2022

1 Accounting policies

a) Statutory information

St Helena Hospice is a charitable company limited by guarantee and is incorporated in the United Kingdom. Registered Address - St Helena Hospice, Myland Hall, Barncroft Close, Colchester, Essex CO4 9JU. Charity Number : 280919

b) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. These accounts consolidate the results of the charity and its wholly owned trading subsidiaries, St Helena Hospice Trading Limited and St Helena Care Services Limited, on a line by line basis.

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

c) Public benefit entity

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

d) Going concern

The trustees have reviewed the financial position and the short term net current assets and uncertainties about the charitable company's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

The charity has been affected by the Covid19 pandemic with suspension of some retail and fundraising activities. The loss of income has been mitigated by additional grant support from Hospice UK. The charity's services have been adapted to provide a protected environment for staff and patients with additional support from NHS grants.

A revised financial and cash forecast has been reviewed by trustees and the charity group are still able to continue as a going concern.

e) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably. Donations are accounted for on a receivable basis.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Grants are recognised on an accruals basis in the year to which the grant relates.

St Helena Hospice

Notes to the financial statements

For the year ended 31 March 2022

1 Accounting policies

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted and the terms of the will can no longer be challenged, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Gifts donated for resale are included in income when they are sold.

Income from events is recognised when the event has taken place. Donations are accounted for on a receivable basis.

Deferred income includes amounts received in respect of work to be undertaken in the next

The Charity operates a gift aid scheme through its shops which enables gift aid to be claimed on the net sale proceeds of items that have been donated under the scheme. An estimate of income from gift aid is accrued at the point that donated items are sold.

Lottery income is accounted for in respect of those draws that have taken place in the year.

Trading income is recognised on point of sale for both donated and purchased goods and services.

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

f) Donations of gifts, services and facilities

Donated gifts or services are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. A corresponding entry in the appropriate expenditure heading for the same amount is included. Donated fixed assets are similarly taken to income at the value to the charity with the other entry being capitalised in fixed assets. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

g) Investment and interest income

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

Dividend income is recognised when the right to receive the payment has been established.

h) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor, or which have been raised by the Charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. Expenditure which meets these criteria is charged to the fund.

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

St Helena Hospice

Notes to the financial statements

For the year ended 31 March 2022

1 Accounting policies

Designated funds are unrestricted funds earmarked by the trustees for particular purposes. The aim and use of each designated and restricted fund is set out in the notes to the accounts. (see note 19)

i) Expenditure and irrecoverable VAT

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

- Costs of raising funds includes fundraising, retail and lottery activities:

Fundraising costs incurred in seeking donations, grants and legacies and their associated support hosting, promotion and advertising of events. Entrance costs to challenge events such as organised activities such as treks and cycle challenges.

Retail costs includes the premises costs for retail shops, e.g. rent, utilities; new goods purchased postage costs. There are staff and associated support costs, and the expenses incurred in running

Lottery costs include the prize fund, canvasser costs for recruitment and associated support costs. Canvasser costs are incurred where recruiters are employed to sign players up to the lottery. In significantly increase the number of lottery players was implemented, new players are entered into for all future draws. To reflect the future income that these players will generate, from April 2019 the subsequent years, this deferment is reduced by 15% to adjust for players that may cancel during 12 months against some canvassers to recoup some of the costs for players that cancel in the Where new partners join the lottery and an existing database exists for the players that are transferring, the costs associated with data migration are spread over the first three years of the contract.

- Hospice Care Expenditure includes all costs relating to providing patient and family services including the Inpatient Unit, Medical Team, Community including Singlepoint and Home Care, Royalty payments to lottery partners that are hospices are charged to the accounts as charitable costs. This is to reflect the additional funds that these payments contribute back to other Hospice's and Charities, to enable partners to continue with their charitable activities. Royalty payments to Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

j) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. Support costs are the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function.

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

Support and governance costs are re-allocated to each of the activities on the basis of staff costs.

St Helena Hospice

Notes to the financial statements

For the year ended 31 March 2022

1 Accounting policies

k) Tangible fixed assets

Items of equipment are capitalised where an individual cost is in excess of £1,000 or where the total cost exceeds this value when they form part of a capital investment project. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Capital costs for construction costs are not depreciated until the asset is complete. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Depreciation is provided at rates calculated to write down the cost of each asset. The useful lives are as follows:

Freehold land	Not depreciated
Freehold buildings	50 years
Leasehold improvements	The remaining lease term to a maximum of 10
Furniture, Green Energy and other equipment	10 years
Computer hardware and electrical equipment	3 years
Motor Vehicles	4 years

l) i) Listed investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. Any change in fair value will be recognised in the statement of financial activities and any excess of fair value over the historic cost of the investments will be shown as a fair value reserve in the balance sheet. Investment gains and losses are shown as either realised or unrealised "Net gains/(losses) on investments" in the statement of financial activities. The charity does not acquire put options, derivatives or other complex financial instruments.

ii) Investments in subsidiaries

Investments in subsidiaries are at cost.

m) Stocks

Stocks are stated at the lower of cost and net realisable value. In general, cost is determined on a first in first out basis and includes transport and handling costs. Net realisable value is the price at which stocks can be sold in the normal course of business after allowing for the costs of realisation. Provision is made where necessary for obsolete, slow moving and defective stocks.

No amounts are included in the financial statements for services donated by volunteers or for the value of donated goods not yet sold.

n) Debtors

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

o) Cash at bank and in hand

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

St Helena Hospice

Notes to the financial statements

For the year ended 31 March 2022

1 Accounting policies

p) Creditors and provisions

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

q) Financial instruments

With the exception of the listed investments described above the charity 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.

r) Pensions

AVIVA Pension scheme

Employees can join a defined contribution pension scheme which is administered by Aviva. The to the contributions disclosed in note 9. The charity has no liability beyond making its contributions deductions for the employees' contributions.

NHS Pension scheme

Staff transferring from the NHS may continue to contribute to the NHS scheme.

Past and present employees are covered by the provisions of the two NHS Pension Schemes. Details of the benefits payable and rules of the Schemes can be found on the NHS Pensions website at www.nhsbsa.nhs.uk/pensions. Both are unfunded defined benefit schemes that cover NHS employers, GP practices and other bodies, allowed under the direction of the Secretary of State for Health and Social Care in England and Wales. They are not designed to be run in a way that would enable NHS bodies to identify their share of the underlying scheme assets and liabilities. Therefore, each scheme is accounted for as if it were a defined contribution scheme: the cost to the NHS body of participating in each scheme is taken as equal to the contributions payable to that scheme for the accounting period.

In order that the defined benefit obligations recognised in the financial statements do not differ materially from those that would be determined at the reporting date by a formal actuarial valuation, the FReM requires that "the period between formal valuations shall be four years, with approximate assessments in intervening years". An outline of these follows:

a) Accounting valuation

A valuation of scheme liability is carried out annually by the scheme actuary (currently the Government Actuary's Department) as at the end of the reporting period. This utilises an actuarial assessment for the previous accounting period in conjunction with updated membership and financial data for the current reporting period, and is accepted as providing suitably robust figures for financial reporting purposes. The valuation of the scheme liability as at 31 March 2022, is based on valuation data as 31 March 2021, updated to 31 March 2022 with summary global member and accounting data. In undertaking this actuarial assessment, the methodology prescribed in IAS 19, relevant FReM interpretations, and the discount rate prescribed by HM Treasury have also been used.

St Helena Hospice

Notes to the financial statements

For the year ended 31 March 2022

1 Accounting policies

The latest assessment of the liabilities of the scheme is contained in the report of the scheme actuary, which forms part of the annual NHS Pension Scheme Accounts. These accounts can be viewed on the NHS Pensions website and are published annually. Copies can also be obtained from The Stationery Office.

b) Full actuarial (funding) valuation

The purpose of this valuation is to assess the level of liability in respect of the benefits due under the schemes (taking into account recent demographic experience), and to recommend contribution rates payable by employees and employers.

The latest actuarial valuation undertaken for the NHS Pension Scheme was completed as at 31 March 2016. The results of this valuation set the employer contribution rate payable from April 2019 to 20.6% of pensionable pay.

The 2016 funding valuation also tested the cost of the Scheme relative to the employer cost cap that was set following the 2012 valuation. There was initially a pause to the cost control element of the 2016 valuations, due to the uncertainty around member benefits caused by the discrimination ruling relating to the McCloud case.

HMT published valuation directions dated 7 October 2021 (see [Amending Directions 2021](#)) that set out the technical detail of how the costs of remedy are included in the 2016 valuation process. Following these directions, the scheme actuary has completed the cost control element of the 2016 valuation for the NHS Pension Scheme, which concludes no changes to benefits or member contributions are required. The 2016 valuation reports can be found on the NHS Pensions website at <https://www.nhsbsa.nhs.uk/nhs-pension-scheme-accounts-and-valuation-reports>.

St Helena Hospice

Notes to the financial statements

For the year ended 31 March 2022

	Unrestricted £ 000's	Restricted £ 000's	2022 Total £ 000's	Unrestricted £ 000's	Restricted £ 000's	2021 Total £ 000's
2 Income from Charitable Activities						
2a Grants						
NHS Grants	4,365	-	4,365	3,472	83	3,555
Grants from other charities	253	6	259	55	24	79
IBCF / GSF Grant Education Income	-	9	9	-	7	7
IBCF / GSF Grant Clinical Income	-	-	-	-	17	17
Sub-total for Grants	4,618	15	4,633	3,527	131	3,658
2b Education						
Course fees/Education programmes	2	-	2	(1)	-	(1)
Catering	4	-	4	-	-	-
Other (Placement Fees)	4	-	4	3	-	3
Sub-total for Education Income	10	-	10	2	-	2
2c Other income from charitable activities						
Catering income from staff and visitors	13	-	13	17	-	17
Other	32	13	45	28	-	28
Deanery Income	44	-	44	44	-	44
Green Energy	10	-	10	21	-	21
Clinical Staff secondment income	47	263	310	24	52	76
Support services provided to other organisations	8	7	15	26	37	63
Sub-total for Other Income	154	283	437	160	89	249
Total income from charitable activities	4,782	298	5,080	3,689	220	3,909
3 Income from other trading activities						
Retail Income	3,820	-	3,820	1,624	-	1,624
Lottery Income	5,063	-	5,063	4,692	-	4,692
Fundraising and Marketing Income	534	31	565	497	42	539
Care Services Income	2	-	2	-	-	-
	9,419	31	9,450	6,813	42	6,855
4 Income from investments						
UK listed investments	155	-	155	171	-	171
Bank Interest	-	-	-	3	-	3
	155	-	155	174	-	174
5 Covid support funding						
Hospice UK grants	-	1,444	1,444	-	2,048	2,048
NHS Grants	-	-	-	756	-	756
Community grants	-	-	-	285	-	285
Bereavement funding	-	-	-	25	25	50
Small business grants	46	-	46	218	-	218
Job retention scheme	15	-	15	552	-	552
Landlords relief	7	-	7	34	-	34
Capital equipment	-	-	-	-	56	56
	68	1,444	1,512	1,870	2,129	3,999

St Helena Hospice

Notes to the financial statements

For the year ended 31 March 2022

6 Analysis of expenditure

a Analysis of Raising Funds Costs

	2022					2021				
	Fundraising	Retail	Lottery	Care Agency	Raising funds	Fundraising	Retail	Lottery	Care Agency	Raising funds
	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's
Staff costs (Note 9)	603	1,484	458	36	2,581	599	1,186	404	-	2,189
Cost of Sales	-	222	-	13	235	-	140	-	-	140
Other costs	111	1,174	715	-	2,000	104	995	622	-	1,721
Prizes	-	-	330	-	330	-	-	260	-	260
Player recruitment	-	-	903	-	903	-	-	450	-	450
Fundraising events and appeals	53	-	-	-	53	47	-	11	-	58
Supporter communication	5	-	-	-	5	-	-	-	-	-
	772	2,880	2,406	49	6,107	750	2,321	1,747	-	4,818
Support costs	154	397	132	-	683	120	241	86	-	447
Governance costs	19	49	16	16	100	16	36	12	-	64
Total Expenditure	945	3,326	2,554	65	6,890	886	2,598	1,845	-	5,329

b Analysis of Expenditure 2021/22

	Charitable activities						Governance costs	Support costs	2022 Total
	Raising funds	In Patient care	Community Care	Therapies and Wellbeing	Education and Research	Other Costs			
	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's
Staff costs (Note 9)	2,581	2,712	2,415	416	14	-	174	1,292	9,604
Cost of Sales	235	-	-	-	-	-	-	6	241
Other costs	2,000	1,053	1,001	117	33	-	52	915	5,171
Prizes	330	-	-	-	-	-	-	-	330
Royalty payments to other Charities	-	-	-	-	-	1,448	-	-	1,448
Player recruitment	903	-	-	-	-	-	-	-	903
Fundraising events and appeals	53	-	-	-	-	-	-	-	53
Supporter communication	5	-	-	-	-	-	-	-	5
	6,107	3,765	3,416	533	47	1,448	226	2,213	17,755
Support costs	683	729	640	110	7	-	44	(2,213)	-
Governance costs	100	89	81	14	(14)	-	(270)	-	-
Total Expenditure 2022	6,890	4,583	4,137	657	40	1,448	-	-	17,755

St Helena Hospice

Notes to the financial statements

For the year ended 31 March 2022

b Analysis of Expenditure 2020/21

	Charitable activities						Governanc e costs	Support costs	2021 Total
	Raising funds	In Patient care	Communit y Care	Therapies and Wellbeing	Education and Research	Other Costs			
	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's
Staff costs (Note 9)	2,189	2,692	2,501	689	49	-	164	1,171	9,455
Cost of Sales	140	-	-	-	-	-	-	6	146
Other costs	1,721	770	1,100	220	12	-	35	580	4,438
Prizes	260	-	-	-	-	-	-	-	260
Royalty payments to other Charities	-	-	-	-	-	1,340	-	-	1,340
Player recruitment	450	-	-	-	-	-	-	-	450
Fundraising events and appeals	58	-	-	-	-	-	-	-	58
	4,818	3,462	3,601	909	61	1,340	199	1,757	16,147
Support costs	447	550	516	138	72	-	34	(1,757)	-
Governance costs	64	77	71	19	2	-	(233)	-	-
Total Expenditure 2020/21	5,329	4,089	4,188	1,066	135	1,340	-	-	16,147

St Helena Hospice

Notes to the financial statements

For the year ended 31 March 2022

7 Investment in Subsidiary Companies

Summary financial information for St. Helena Hospice Trading Limited

The Charity holds a £1 investment in one share representing 100% of the equity in St Helena Hospice Trading Limited, company registration number 07152341.

	2022 £ 000's	2021 £ 000's
Statement of income and retained earnings (including comprehensive income)		
Turnover	116	37
House Clearance	48	25
Consultancy income	6	12
Cost of sales	(45)	(17)
Gross Profit	125	57
Inter company Charges	(84)	(33)
Direct Charges	-	-
Administration and other expenses	(10)	(7)
Profit for the financial year	31	17
Changes in equity		
Total equity brought forward	17	17
Total comprehensive income for the year	31	17
Gift Aid distribution to parent charity	(17)	(20)
Total equity carried forward	31	17
Balance Sheet		
Stock	1	5
Debtors	1	4
Cash	4	3
Inter company	35	8
Current liabilities	(10)	(3)
Net current assets	31	17
Net Assets	31	17
Reserves	31	17
Share Capital	-	-
Capital and Reserves	31	17

St Helena Hospice

Notes to the financial statements

For the year ended 31 March 2022

Summary financial information for St Helena Care Services Limited

The Charity holds a £1 investment in one share representing 100% of the equity of St Helena Care Services Limited, company registration number 12440509.

	2022 £ 000's	2021 £ 000's
Statement of income and retained earnings (including comprehensive income)		
Turnover	2	-
Cost of sales	-	-
Gross Profit	2	-
InterCo Charges	-	-
Inter company Charges	(6)	-
Direct Charges	-	-
Administration and other expenses	(44)	-
Profit for the financial year	(48)	-
Balance Sheet		
Fixed Assets	-	-
Stock	-	-
Debtors	27	-
Cash	2	-
Current Assets	-	-
Inter company	(70)	-
Current liabilities	(7)	-
Net current assets	(48)	-
Net Assets	(48)	-
Reserves	(48)	-
Share Capital	-	-
Capital and Reserves	(48)	-

The charity also holds investments in two dormant companies.

The Charity holds a £1 investment in one share representing 100% of the equity of Your Hospice Lottery Ltd.

The Charity holds a £1 investment in one share representing 100% of the equity of Make a Smile Lottery Ltd.

St Helena Hospice

Notes to the Consolidated Financial Statements

For the year ended 31 March 2022

	2022	2021
	£ 000's	£ 000's
8 Net income for the year		
This is stated after charging:		
Depreciation	340	361
Property	518	500
Other	37	28
Auditor's remuneration (excluding VAT):		
Audit - St Helena Hospice Group	13	16
Audit - Subsidiary companies	6	2
Other services - Subsidiary companies	2	1

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

Staff costs were as follows:

Salaries and wages	7,892	7,756
Social security costs	695	690
Apprenticeship Levy	23	22
Pension - Defined Contribution	505	528
Pension - Defined Benefit	350	368
Redundancy and termination payments	140	91
	9,606	9,455

During the year 7 staff were paid redundancy and termination payments (Prior Year: 13)

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

	2022	2021
	No.	No.
£60,000 - £69,999	2	2
£70,000 - £79,999	3	3
£80,000 - £89,999	1	-
£90,000 - £99,999	-	-
£100,000 - £109,999	-	1
£110,000 - £119,999	1	-

The Hospice considers that the key management personnel comprises the trustees and the senior management team. This management team are the Chief Executive and 5 other key directors (Prior Year: CEO + 4).

	2022		2021	
	Actual Number	FTE	Actual Number	FTE
Chief Executive Officer	1	1.00	1	1.00
Senior Management Team	5	5.00	4	4.00
	6	6.00	5	5.00

The total employee benefits including employer's national insurance and pension contributions of the key management personnel of the Hospice were £567k in the current year. (Prior Year: £525K). Trustees are not remunerated for the work they undertake fulfilling their Trustee duties for the charity.

During the year a total of £ nil expenses (Prior Year: £nil) were paid to Trustees.

St Helena Hospice

Notes to the Consolidated Financial Statements

For the year ended 31 March 2022

10 Staff numbers

The number of employees (head count based on number of staff employed) at the year end was 325 (Prior Year: 303)

	2022		2021	
	Actual Number	FTE	Actual Number	FTE
Patient and Family Care	175	141	173	138
Education and Research	0	0	0	0
Marketing, Fundraising and Lottery	34	31	36	33
Retail	93	72	67	56
Support Services	23	21	27	25
	325	265	303	252

11 Related party transactions

2 Trustees (Prior Year - Two) are Partners of companies from which the Charity purchased services, full details are given below;

Tracey Dickens (resigned from Trustee role 4/10/21) is a Partner of Birkett Long the Charity's Solicitors who charged the Charity a total of £3k (Prior Year : £7k) in fees for legal services during the year.

David Cresswell is a Partner of Ingleton Wood the company appointed by the Charity to perform professional survey, contract management and advice services for major building projects and property leases. Ingleton Wood charged the Charity £39k (Prior Year: £2k) during the year.

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

12 Taxation

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

13 Tangible fixed assets - group and charity

	Freehold property	Leasehold Improvements	Equipment	Computer equipment Furniture	Motor vehicles	Total
	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's
Cost						
At the start of the year	6,743	1,101	323	563	90	8,820
Additions in year	-	249	64	5	-	318
Disposals in year	-	-	-	-	-	-
Impairment	(166)					(166)
At the end of the year	6,577	1,350	387	568	90	8,972
Depreciation						
At the start of the year	2,385	632	238	426	56	3,737
Charge for the year	128	124	51	24	13	340
Disposals in year	-	-	-	-	-	-
At the end of the year	2,513	756	289	450	69	4,077
Net book value						
At the end of the year	4,064	594	98	118	21	4,895
At the start of the year	4,358	469	85	137	34	5,083

Land with a value of **£38,600** (Prior Year: **£38,600**) is included within freehold property and not depreciated.

St Helena Hospice

Notes to the Consolidated Financial Statements

For the year ended 31 March 2022

The impairment relates to the write-down in value of the Tendring Centre prior to its sale in the following financial year
All of the above assets are used for charitable purposes.

14 Investments

Listed Investments

	2022	2021
	£ 000's	£ 000's
Fair value at the start of the year	4,823	4,171
Disposal proceeds	-	-
Realised Gains	-	-
Net Gain/(loss) on change in fair value	157	652
Total Listed Investments at the end of the year	4,980	4,823

	2022	2021
	£	£
Unlisted shares in UK registered companies	10	10

	2022	2021
	£ 000's	£ 000's
Total Investments at the end of the year	4,980	4,823

Other Investments comprise:

	2022	2021
	£	£
Unlisted shares in Trading Subsidiary Company	1	1
Unlisted shares in Subsidiary Companies yet to trade	3	3
	4	4

	2022	2021
	£ 000's	£ 000's
Total Fixed Asset Investments - Charity	4,980	4,823

	2022	2021
	£ 000's	£ 000's
Historic cost at the end of the year	3,858	3,858

St Helena Hospice

Notes to the Consolidated Financial Statements

For the year ended 31 March 2022

	Group 2022 £ 000's	Group 2021 £ 000's	Charity 2022 £ 000's	Charity 2021 £ 000's
15 Stock				
New and Branded Goods	1	5	-	-
	<u>1</u>	<u>5</u>	<u>-</u>	<u>-</u>
16 Debtors				
Trade debtors	133	51	132	48
Other debtors	3	-	3	-
Amounts due from subsidiary company	-	-	70	-
Prepayments	1,874	1,480	1,848	1,480
Accrued income	1,318	476	1,317	476
Income Tax recoverable	47	7	47	7
Value Added Tax	117	79	117	79
Legacies	607	243	607	243
	<u>4,099</u>	<u>2,337</u>	<u>4,141</u>	<u>2,333</u>

As at 31 March 2022 the Charity has been notified of 4 - £44K (Prior Year - 11 - £157K) legacies which have not been included in debtors because the accounting policy conditions for recognition have not been met. In addition 7 further legacy notifications have been received with no indication of their value.

17 Creditors: amounts falling due within one year

Big Issue Invest loan (see note 17b)	55	41	55	41
Trade Creditors	1,000	775	992	774
Accruals	1,088	631	1,082	629
Deferred Income	5,051	2,104	5,051	2,104
Other Taxes and Social Security	169	205	167	205
Amounts due to subsidiary company	-	-	35	8
	<u>7,363</u>	<u>3,756</u>	<u>7,382</u>	<u>3,761</u>

17b Creditors: amounts falling due after one year

Big Issue Invest loan	143	199	143	199
	<u>143</u>	<u>199</u>	<u>143</u>	<u>199</u>

The deferred income relates to money received in advance. This includes a balance of £551K (Prior Year - £572K) for future lottery draws, £4,433K (Prior Year - £1,427K) for Grants received in advance and £67K (Prior Year - £105K) for future fundraising events. All of the deferred income brought forward was recorded as income during the year ended 31 March 2022.

St Helena Hospice entered into a loan agreement with Big Issue Invest Social Investments Ltd on 28th August 2019. This agreement is for a loan facility of £1.5M, to be drawdown in minimum £250K amounts between 28th September 2019 and 28th February 2021. Interest is payable at 7.5% on a quarterly basis, with repayment of the loan facility in 20 equal quarterly payments from 31st March 2021 until 28th February 2026.

St Helena Hospice

Notes to the Consolidated Financial Statements

For the year ended 31 March 2022

18a Analysis of net assets between funds 2022

	Unrestricted £ 000's	Designated £ 000's	Restricted £ 000's	Total funds £ 000's
Tangible fixed assets	-	4,895	-	4,895
Investments	980	4,000	-	4,980
Net current assets	3,563	-	438	4,001
Long term liabilities	(143)	-	-	(143)
Net assets at 31 March 2022	4,400	8,895	438	13,733

18b Analysis of net assets between funds 2021

	Unrestricted £ 000's	Designated £ 000's	Restricted £ 000's	Total funds £ 000's
Tangible fixed assets	-	5,083	-	5,083
Investments	3,858	-	-	3,858
Net current assets	3,186	-	417	3,603
Long term liabilities	(199)	-	-	(199)
Net assets at 31 March 2021	6,845	5,083	417	12,345

19a Movements in funds (current year)

	At 1 April 2021 £ 000's	Income & gains £ 000's	Expenditure & losses £ 000's	Transfers £ 000's	At 31 March 2022 £ 000's
Restricted funds:					
Specific Donations	417	458	(437)	-	438
Hospice UK Covid Funding	-	1,444	(1,444)	-	-
Total restricted funds	417	1,902	(1,881)	-	438
Unrestricted funds:					
Designated funds:					
Fixed Asset Fund	5,083	318	(506)	-	4,895
Hospice Capital Fund	-	-	-	4,000	4,000
Total designated funds	5,083	318	(506)	4,000	8,895
General funds	6,845	16,923	(15,368)	(4,000)	4,400
Total unrestricted funds	11,928	17,241	(15,874)	-	13,295
Total funds	12,345	19,143	(17,755)	-	13,733

The narrative to explain the purpose of each fund is given at the foot of the note below.

St Helena Hospice

Notes to the Consolidated Financial Statements

For the year ended 31 March 2022

19b Movements in funds (prior year)

	At 1 April 2021	Income & gains	Expenditure & losses	Transfers	At 31 March 2022
	£ 000's	£ 000's	£ 000's	£ 000's	£ 000's
Restricted funds:					
Specific Donations	340	395	(318)	-	417
Fixed Assets	-	2,048	(2,048)	-	-
Total restricted funds	340	2,443	(2,366)	-	417
Unrestricted funds:					
Designated funds:					
Fixed Asset Fund	5,230	216	(362)	-	5,083
Total designated funds	5,230	216	(362)	-	5,083
General funds	5,233	14,378	(12,767)	-	6,845
Total unrestricted funds	10,463	14,594	(13,129)	-	11,928
Total funds	10,803	17,037	(15,495)	-	12,345

Movement between funds

Fixed Assets - movement of non-maintaining fixed assets to designated fund. (see notes below on Fixed Assets).

Specific donations

The Specific donations funds comprise accumulated amounts given for the purchase of specified items or other specific purposes. Incoming resources to the Specific Donations Funds include grants to fund specific services, expenditure relating to these services are identified to the individual funds.

Hospice UK Funding

The NHSE awarded funding to allow the hospice to make available bed capacity and community support from April 2020 to July 2020 to provide support to people with complex needs in the context of the COVID-19 situation as well as providing bed capacity and community support from November 2020 to March 2021 and January 2022 to March 2022 for the same purpose.

Purposes of designated funds

The **fixed assets fund** was established to assist in identifying those funds that are not free funds and it represents the net book value of tangible fixed assets. The Fund movements reflect the purchases, disposals and depreciation charges and adjustments of all unrestricted tangible fixed assets. Fixed Assets that have a non-maintaining restriction are moved to the designated fund on purchase.

The **Hospice Capital Fund** has been established to provide initial funding for a potential new hospice building and nursing home, pending the outcome of a full business case which will be complete during 2022.

St Helena Hospice

Notes to the Consolidated Financial Statements

For the year ended 31 March 2022

20 Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2022 £ 000's	2021 £ 000's
Net income / (expenditure) for the reporting period (as per the statement of financial activities)	1,388	1,542
Depreciation charges	340	361
(Gains)/Losses on investments	(157)	(652)
Bank interest	-	(3)
Investment Income	(155)	(171)
Impairment of fixed assets	166	-
Decrease/(increase) in stocks	4	(3)
(Increase)/decrease in debtors	(1,762)	1,189
Increase/(decrease) in creditors	3,592	(3)
Net cash (used in) by / provided operating activities	3,416	2,260

21 Operating lease commitments

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

	Property		Equipment	
	2022 £ 000's	2021 £ 000's	2022 £ 000's	2021 £ 000's
Less than one year	439	518	28	37
One to five years	936	751	89	79
Over five years	78	78	3	19
	1,453	1,347	120	135

22 Legal status of the charity

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