



Registered Charity Number: 1059029
Registered Company Number: 3232837

REPORTS AND ACCOUNTS FOR YEAR ENDED 31 MARCH 2023

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Part 1

Report from the Trustees

Introduction from our Chair

The Board of Trustees is pleased to present the Richard House Children's Hospice annual report and financial statements for the year ending 31 March 2023.

Richard House exists to provide the best possible care for babies, children and young people with life limiting and life-threatening conditions and to give much needed support to their families.

The year was one in which we encountered both opportunities and challenges.

The impact of the COVID-19 pandemic on the hospice's activities declined as the year progressed. All who care about Richard House were delighted to see the full range of our services, from respite care to family events, restarting.

Alongside reopening for respite, we continued to care for a number of life limited children on a longer term basis. The way they respond to the ongoing care and attention provided by our team is wonderful to see and highlights the value of the service Richard House provides.

Our biggest challenge has been the lasting effect of the COVID-19 pandemic on our fundraising. We were sad to see many valuable fundraising relationships ending as a result of changes at donor organisations and considerable changes in our own fundraising team. We are grateful to those who continued to support Richard House as we address these challenges.

We were extremely fortunate to have benefitted from a significant legacy from a long term supporter of Richard House. This is reflected in the numbers in our accounts and more vibrantly in the care we are able to continue to provide for our families. The legacy contributed to our ability to record a 23% increase in income, a figure that was also bolstered by a significant increase in the level of activity in care.

Our expenditure once again exceeded our revenues with our charitable spending increasing by nearly £585,000 to over £3.5 million, again reflecting the increased care activities.

While our deficit in the year decreased significantly to £274,000, a reduction of 40% from the previous year, running a deficit is not sustainable in the longer term. The focus of the Board and a priority for our senior leadership team is to grow our income base and build our resources to secure a sustainable future for Richard House.

Despite these worrying challenges, I continue to take pleasure in the wonderful care and support Richard House continues to provide for the children, young people and families who rely on the hospice.

On behalf of the Board I would like to thank the team at Richard House led by our CEO, Chris Baker, our volunteers, and all who have supported Richard House in any way over the last year.

Richard House Trust Trustee Directors' Annual Report

The Trustee Directors present their Trustee Directors' Annual Report and the audited financial statements of the company for the year ended 31 March 2023.

Reference and administration details

Charity name: Richard House Trust
Registered company number: 3232837
Registered charity number: 1059029
Registered office: Richard House Children's Hospice
Richard House Drive
London
E16 3RG

Trustee Directors: David Bickerton
Sara Hazzard
James Joly
Derek Lovelock
Wendy Pritchard
Gowhar Shaikh
Dr Meng Tan
Nicola Ukiah (Chair)
John Winter

Chief Executive and
Company Secretary: Christopher Baker

Auditors: Moore Kingston Smith LLP 6th Floor
9 Appold Street
London
EC2A 2A

Bankers : HSBC
59-61 The Mall
Stratford
London
E15 1XF

Structure, Governance and Management

Governing document

The company is limited by guarantee governed by its Memorandum and Articles of Association dated 1 August 1996 as amended on 4 October 1996, 27 January 1999, 18 August 2010 and 15 November 2011. Every member undertakes to contribute such amount as may be required, not exceeding £1, to the company's assets if the company should be wound up whilst he or she is a member or within one year after he or she ceases to be a member. The company is also a registered charity.

Appointment of Trustee Directors

The Board of Trustee Directors selects new members of the Board of Trustee Directors. Applications for trusteeship are sought by various methods including advertisement and with regard to the mix of experience and skills required for the good governance of the Trust.

Trustee induction and training

New Trustee Directors are provided with an information pack and full in-house induction at the time of their appointment. A programme of training updates is also in place for all Trustees Directors. All trustees have been DBS checked.

Related parties

Richard House Trading Company Limited, a wholly owned subsidiary of the charity, was established to operate the trading activities. In accordance with its Memorandum and Articles of Association, Richard House Trading Company Limited gifts, as Gift Aid, its profits to the charity. Richard House Developments Limited, a wholly owned subsidiary of the charity, has been dormant since 31 March 2004.

Compliance with ICO regulation

We are registered with the Fundraising Regulator and comply with the Codes of Fundraising Practice and we are committed to complying with the regulator's Fundraising Promise together with the Information Commissioner's Office (ICO) Direct Marketing guidelines. Over the past year we have sent out various mailings and received no complaints.

Organisation

The Board of Trustee Directors is responsible for the governance, strategy and direction of the charity. The Senior Leadership Team (with responsibility for care and family services, income generation, human resources and engagement, finance and operations) led by the Chief Executive, is accountable for the delivery of the strategy. Day-to-day activities and operations are carried out by appropriately qualified staff and volunteers, under the leadership and direction of the Chief

Executive and other members of the Senior Leadership Team. The remuneration of key management has been set by the Trustees taking account of market rates, expertise, experience and skills required to fulfil the roles successfully. The Board of Trustee Directors has continued to meet by zoom throughout the year supported by committees attending to more specific matters involved with clinical governance, finance and fundraising. A separate Richard House Trading Company Limited Board of Directors meets to oversee the affairs of that company.

Risk management

The Board of Trustee Directors is aware of the need for major risks to be identified and managed, and systems and staff structures are in place to support this. Richard House Trust is registered with the Care Quality Commission under the Care Standards Act 2000 and the Health and Social Care Act 2008 and as such is inspected, in accordance with the appropriate schedules, by their regulatory agencies. Richard House Trust holds a risk register and the process of risk management includes regular consideration of new risks, which is undertaken by the Senior Leadership Team. The Board of Trustee Directors is updated on these risks and consider that the major risks to which the charity is exposed have been reviewed and that systems or procedures have been established to manage these.

Who we are

Founded in 2000 by Life-President Anthea Hare, Richard House is London's first children's hospice. We provide palliative care and end-of-life services to babies, children and young people diagnosed with life-limiting and life-threatening conditions, and also give support to their families based on a foundation of partnership and real choice.

Based in East London, Richard House supports families from Newham, Barking, Dagenham, Tower Hamlets, Waltham Forest, Hackney, Redbridge, Haringey, Islington, Ilford, Camden and into South Essex. We help families choose when, where and how they receive care by offering residential admissions, day care and Hospice at Home services.

Vision, Mission and Values

Our Vision

Our vision is for communities to have a space where they can journey together to create memories of living and dying.

Our Mission

Our mission is to support individuals, families and communities of all faiths and none with living, dying and death by helping families choose when, where and how they receive quality and holistic care.

Our Values

Our values are based on taking **PRIDE** in everything that we do at Richard House and so:

- Create a **POSITIVE** environment for all
- Be **RESPECTFUL** and welcoming to all in our diverse communities
- Promote **INTEGRITY** and openness in all we do
- Use the **DEDICATION** of our teams to put children and families first
- Achieve **EXCELLENCE** in care

Our Services

When a child is living with a life-limiting or life-threatening health condition, every member of their family is impacted physically, spiritually and emotionally.

Richard House provides a range of holistic and therapeutic services for the whole family, including:

- Clinical care – for children and young people with complex health care needs.
- Step down care – smoothing the transition from hospital to home.
- Short stays – providing respite and giving children and young people opportunities to enjoy social interaction.
- Hospice at Home – to provide health respite, step-down or end of life care to a child at home.
- Oncology services – providing support for children and young people with cancer and their families.
- Symptom management – ensuring pain and symptoms are minimised.
- End of life care – providing end of life care at the place of choice by families.
- Trips and family days – enabling children, young people and their families to enjoy activities they couldn't do otherwise.
- Group sessions – providing a supportive environment to meet with others in similar situations.
- Music therapy – an established psychological clinical intervention through music to support our children and young people with their psychological, emotional, cognitive, physical, communicative and social needs.
- Counselling – available to children and young people, their parents and siblings.
- Transition service – providing young people and their family with information, advice and support when transitioning to adult services.
- Bereavement support – from our qualified practitioners, for the family during a child's illness and following the child's death.

Our People

Our Staff

Our staff – both permanent and temporary – are key to all that we do at Richard House, and the Board thanks them for their continued efforts to care for our young people and support their families.

While the impact of COVID-19 was not as pronounced as in the last two years, ensuring the safety and wellbeing of our staff during the ongoing pandemic, as well as protecting the hospice and maintaining services, remained a priority. As such, we regularly reviewed and adapted our COVID secure working practices to provide protective care.

Our staff survey – run by external company Birdsong Consulting – ran in May and June 2022. We had a lower response rate than in 2021, believed to be reflective of our number of new starters and our pandemic-era homeworking, but we aim to increase this in future surveys.

We found average agreement with a list of 44 positive statements to be 62%, comparable to the previous year's figures, with our staff most satisfied with the themes of "being myself", "purpose", "enjoying work" and "knowing what is expected of me". Our themes for improvement were "leadership", "stress", "communications" and "environment".

We aim to align our pay with the NHS Agenda for Change pay rates for our clinical staff and our recruitment drive successfully expanded our residential workforce, with the addition of a number of senior nurses and two band 7 nurses to offer clinical and managerial leadership.

This year marked the first year of our five-year education timeline, with a number of key achievements for permanent residential care staff. We adopted the Core Skills Training Framework 2021 ensuring we meet best practice standards, while 16 policies and procedures were reviewed and updated in collaboration with external specialists.

All of our registered nurses are PILS (Paediatric Immediate Life Support) course compliant, and 100% of our registered nurses are also competent in tracheostomy care. 76% of our modules are now taught in-house – a 58% increase on last year.

We provided 50 training days for care staff, and had 48 attendances to additional development courses. 91% of residential care staff are now compliant with all mandatory requirements.

We continue to promote our employee assistance programme to provide a range of support services, along with additional wellbeing resources, to ensure that staff have access to such support when needed.

Our Volunteers

In addition to our permanent and temporary staff, volunteers are a crucial part of the Richard House family. We have around 150 volunteers who donate their time and skills, with their roles ranging from retail assistants and van drivers to receptionists and gardeners.

They are our **HEROES**:

Happy to help

Enthusiastic

Reliable

Outstanding

Effective

Special

Our Families

Alongside providing care to children and young people diagnosed with a life-limiting, life-threatening or complex health condition, providing support to families is an essential part of our core mission.

Richard House provides a family-centred, needs-led and outcome based service to meet the psychological, physical, emotional, social and spiritual needs of our children, young people and families.

The majority of our families come from boroughs with the highest child poverty rates and income deprivation in the UK, namely Tower Hamlets, Newham and Hackney. As medical advances enable children with increasingly complex conditions to live longer, we feel passionately that these children need to be supported.

Our Partners

We continue to work in partnership with the NHS, caring for a number of life-limited children with complex care needs who stay with us on a long term basis, and we will continue to care for such children.

Our “home from home” approach operates in accordance with the aspirations of our partners Together for Short Lives, a leading UK charity for children with life-threatening and life-limiting conditions and their families.

In 2022/23, we embarked on joint working with Children’s Hospices around London (CHaL) to explore collaborative learning, and collaborated with the National Institute for Health Research (NIHR) for research in hospices.

We also worked with an external pharmacist to devise an in-house transcribing course for registered nurses, and undertook education support and sharing of information with a neighbouring hospice to assist with parenteral nutrition admissions.

How Did We Do?

Everything we do at Richard House has the goal of supporting children and young people with life-limiting, life-threatening and complex healthcare conditions and their families. We aim to accompany these families through life and death, creating positive experiences and memories.

In 2022/23, we provided 688 social admission nights, 90 EOL (end-of-life) care nights, 97 step-down nights from hospital to home, 470 respite nights and 277 hours of day care. We also provided 4,076 hours of respite care in the family home, an increase of 17%, with 21 families using Hospice at Home.

We provided 12,528 hours of high complex residential care and 1,684 hours of high complex care in the daily home. We provided 24/7 EOL service in collaboration with local nursing teams, and had a 78% reduction in staffing-related cancellations for residential care.

For our families, we ran 11 mums groups, 124 specialist play sessions, 135 music therapy sessions, 96 hours of creative therapies, 406 practical support sessions, 66 counselling sessions and 18 bereavement counselling sessions.

We had 89 care plan meetings, delivered 50 training days for clinical staff, and had 16 clinical policies reviewed and published.

Priorities and Performance

Each year we review our performance against quality measures from the previous year and set objectives for continuous quality improvement for the year ahead. The priorities for improvement at Richard House are identified and categorised using the Care Quality Commission (CQC)'s five domains – Safe, Effective, Caring, Responsive and Well-Led – to put the safety and experience of our families at the centre of how we improved in the year ahead.

As such, our priorities for 2022/23 in service of our core objective came in four areas: 1) Residential staffing, 2) Partnership Working 3) Training, and 4) Hospice at Home.

Residential Staffing

Our Goals

To restructure our residential care staffing model to ensure: i) in-house service is able to optimise the respite, step down and crisis support offered to our families, ii) safe care is delivered on a 1-to-1 basis to our service users, and iii) quality care is delivered

Our Performance

We delivered the recruitment of two band 7 nurses to our team to offer additional clinical and managerial leadership. More generally, our recruitment drive resulted in a larger residential workforce, and we recruited a larger number of senior nurses to lead on the care of children with medically complex needs. We matched the NHS Agenda for Change pay for our clinical staff to aid recruitment and retention.

We were able to provide 1,154 nights of care from our residential unit – a 49% increase from 2021/22. We also reduced our staffing related cancellations by 78%, meaning that we provided more consistent and reliable care to our children and families.

Partnership Working

Our Goals

To ensure collaborative working with external services.

Our Performance

We undertook joint working with Children's Hospices around London (CHaL) to explore collaborative learning. We had 16 policies and procedures reviewed by external specialists and published at Richard House.

We worked with an external pharmacist to devise an in-house transcribing course for registered nurses, and started working with the National Institute for Health Research (NIHR) for research in

hospice. We also offered education support and sharing of information to a neighbouring hospice to assist with parenteral nutrition admissions.

Training

Our Goals

To i) update our staff training to enable Richard House services to safely care for more children with highly complex health needs, reflecting the changing demand on children's hospice services ii) ensure a high level of compliance to mandatory training iii) improve training record retainment iv) improve staff competent in tracheostomy management, and v) digitise our records.

Our Performance

We introduced the Core Skills Training Framework (2021) to ensure that we align with healthcare standards for mandatory training – 91% of residential care staff are now compliant with all mandatory requirements.

We increased the number of hours worked by our practice development nurse post, while the practice development nurse developed the 16 Core Skills for Richard House complete with specific training plans and modules related to caring for the children on our caseload.

Core clinical modules have been uploaded to an online training platform, which provides 24/7 access to training resources for staff, while We worked collaboratively with local specialists to update our clinical policies, procedures and competency documents to reflect gold standard practice.

We started to run the majority of our training in-house, resulting in increased access to and frequency of training sessions, and we have introduced a detailed training matrix to improve training oversight and training records.

We purchased a training ventilator to allow us to run in-house training with the aim of increasing the number of staff competent to care for ventilated children and young people. 100% of our registered nurses are now competent in tracheostomy management.

We used staff feedback to reshape our induction program for new clinical employees to ensure that they are optimally prepared to meet the demands of the service and provide safe, quality and holistic care to our service users.

Hospice at Home

Our Goals

To ensure that our vital Hospice at Home service expands to meet the growing needs of the caseload, while offering families the choice of where they receive respite or end of life care.

Our Performance

Through collaborative working with continuing care teams, community nurses and palliative care teams, we have received more referrals which has resulted in a growing caseload of children and young people.

From 2022/23, the service saw a 17% increase in provision of respite hours, offering 4,076 hours of respite care at home to children with complex and life-limiting health conditions. This was achieved by maintaining high training and development standards and ensuring competency-based allocation of staff to families. This was supported by regular competency updates, training courses, and supervision.

We ensured that we met the needs of all children and young people requiring high dependency care by increasing our workforce to provide 2-1 care where required, and we were able to provide a 24 hour on-call end of life service in collaboration with local community nursing teams. This was achieved by creating a joint on-call rota to cover a wide range of support needs, inclusive of telephone advice, home visits and medication administration support.

We succeeded in increasing the respite hours delivered in the home in order to support the needs of the child and young person approaching the end of life.

We also introduced play therapy training sessions to our healthcare assistants to enhance existing skills, and introduced play assessment to children and young people within their family homes, creating a personalised plan for play and interaction.

Plans For The Future

As we continue to seek improvement in service of our core objective in 2023/24, we're focusing on seven areas: 1) Safeguarding 2) Residential Capacity 3) Family Feedback 4) Hospice at Home 5) Medicine Management 6) Pharmacy Support, 7) Transition Services and 8) Financial

Safeguarding

Our Goal

To ensure the highest standards of safeguarding is embedded into our practice.

How we will achieve this

We will complete a safeguarding gap analysis to identify areas that require strengthening and work collaboratively with our local Safeguarding Children Partnership board to update our current policies and procedures.

We will also ensure that we are meeting the intercollegiate document training requirements across the organisation.

We will strive to add two more level 4 trained safeguarding leads to form a safeguarding lead team and provide specialised training for a new team of MCA & DOLS (Mental Capacity Act and Deprivation of Liberty Safeguards) and Prevent leads.

We will reshape our internal safeguarding structure to facilitate more effective escalation and support with safeguarding cases, and become more actively involved in safeguarding partnership work within NEL (North East London).

Residential Capacity

Our Goal

To increase residential bed capacity to ensure that Richard House is able to support the growing demands of the service.

How we will achieve this

We will liaise with architects to design new, functional rooms, and increase the number of residential beds from five to eight by converting existing spaces into bedrooms.

We will ensure that the residential staffing establishment reflects the needs of the service, incorporating a larger bed capacity, and work collaboratively with external partners to ensure that our services are able to reach and support more families in need.

Family Feedback

Our Goal

To review our family feedback system to optimise the data that we collect from families and ensure that all families have equal access to providing feedback.

How we will achieve this

We will employ an electronic feedback system to enable efficient and anonymised data collection, and roll out the electronic system to target all families on our caseload by using a variety of platforms.

We will produce multilingual surveys to offer quick access to feedback for families who do not speak or read English as their first language; adopting a more inclusive culture, and create a variety of surveys aimed to provide specific feedback related to different areas of the service. We will also actively encourage families' input in decision making processes.

Hospice at Home

Our Goal

Further expansion and restructuring of our Hospice at Home services in view of supporting more families in their homes for both respite and end of life care.

How we will achieve this

We will review the Hospice at Home model and ensure the growing needs of the service are reflected in the staffing establishment.

We will collect and evaluate family feedback to ensure that the service is shaped to provide the personalised care that families need, and introduce a palliative CNS (Clinical Nurse Specialist) to the team in view of supporting end of life cases in both residential and Hospice at Home teams.

We will introduce further senior staff members to the team to assist in managing our growing caseload, and integrate work with relevant external partners and healthcare professionals to increase our profile and referral numbers.

We will develop an in-reach program with prospective CNS posts to target London hospitals and build professional relationships, and ensure that the team receives high quality mandatory and specialist training programs in order to consistently meet the evolving needs of the families on our caseload.

Medicine Management

Our Goal

To implement an electronic medication system to improve safety around medication management and administration

How we will achieve this

We will liaise with our current pharmacy provider to tap into their existing electronic system, and set up training to produce a number of 'super users' at senior level, while delivering high quality training to all relevant staff. We will roll out the new system over a transitional period.

An electronic medication system would allow us to improve several factors around medication management, including safer transcribing, a reduction in medicines errors, safer administration, increased pharmacy input and support, better auditing processes, improved stock management, and automatic compliance with data protection regulations.

Pharmacy Support

Our Goal

To enhance pharmaceutical support at Richard House – a pivotal role in ensuring safe medicine management.

How we will achieve this

We will be engaging a specialist palliative care pharmaceutical company to provide a comprehensive pharmacy support service at Richard House.

The goal of this partnership will be to provide consistency through the longer-term placement of pharmacists to Richard House to enable a good rapport with service users and their families to be established and so contribute to a smooth and robust pre-admission medicine.

The partnership will improve our reconciliation process, contribute to a high-quality medicine management process, provide pharmaceutical support and advice daily, provide annual training in medicine management and controlled drugs to the whole nursing team, conduct a range of medicine management audits, and contribute to good governance of medicines management.

In the coming year we aim to support a number of senior nurses in starting a nonmedical prescribing course. This will contribute to timely prescribing of medicines and extensively improve our ability to accept emergency admissions and support children in-house.

Transition Services

Our Goal

To develop our transition services to enable us to help families successfully navigate the often-challenging transition period from paediatric services to adult services.

How we will achieve this

We will work collaboratively with Haven House children's hospice to create and fill a shared transition Clinical Nurse Specialist (CNS) post. The CNS will work across both services to support families during this difficult period by signposting to appropriate adult and external support services.

We will work collaboratively with adult services to develop and establish adolescent pathways from Paediatric to adult care.

We will also actively share learning and set up joint study days to help shape transition services within the adult sector, and ensure that the specific needs of families during the transition period are at the forefront of growing the transition service.

Financial

Our Goal

To increase and diversify our sources of income to build our cash and accounting reserves to provide increased financial security and the resources necessary to fund our future growth to meet the growing demand for our services.

How we will achieve this

We will review our non-care activities to ensure that they are undertaken as cost effectively as possible.

We will strengthen our fundraising and retail teams in order to increase our fundraising and retail capabilities and income.

We will continue to strengthen and grow our care operations so that they are of an optimal scale and our team has the range and depth of skills to continue to care for children with complex health conditions, some of whom stay with us on a longer term basis.

Financial Review

Principal risks and uncertainties

The key risks we face include: raising sufficient donations and legacies income to fund our expenditure commitments; limited cash reserves; recruiting and retaining children's nurses required to deliver the support to children, young people, and their families; maintaining high standards of care including the regulatory risks in complying with the requirements of CQC and uncertainty over future levels of statutory income.

Risks and mitigation thereof are reviewed monthly at senior leadership meetings and at Trustee Directors' meetings. We undertake regular performance appraisals to keep the quality of our work high.

Income

The financial statements show that income increased to £4,724,497 (2022: £3,853,576). Fundraising income (donations and legacies income and income from fundraising and events) increased to £1,907,130 (2022: £1,443,347). The increase is mainly attributable to the accrued legacy of £700k. Statutory income increased to £2,272,987 (2022: £1,842,959). It is worth noting that the 2022 figure included government grants from NHS England (NHSE) of £107,798 which were not received in the current year. NHSE awarded funding to allow the hospice to make available bed capacity and community support to provide support to children with complex needs in the context of COVID -19 situation.

Expenditure

The in-year expenditure increased by £688,919 to £4,998,155 (2022: £4,309,236). The increase is split between the charitable expenditure which, increased in the year by £584,891 to £3,553,003 (2022: £2,968,111) due to increased activity levels in care services during the year. Expenditure on raising funds made up of fundraising and publicity and trading costs also increased by £104,028 to £1,445,153 due to a number of factors; high staff turnover leading to high recruitment costs, increased activities especially in the Trading Company and inflation (2022: £1,341,125).

Net operating result

The overall result for the year was a net deficit of £273,658 (2022: net deficit of £455,660). At 31 March 2022, Richard House Trading Company Limited made a profit for the financial year of £28,139 (2022: £68,574 profit).

Investment policy

Any surplus funds are kept on deposit to earn interest, so that they are readily available to meet our costs when required. This policy is reviewed periodically by the Board of Trustee Directors.

Cash flow

The cash outflow from operating activities was £626,580 (2022: outflow £398,606) resulting in net cash outflow after investing activities of £705,592 (2022: outflow of £403,437).

Reserves policy

Unrestricted funds of the charity at the year-end amounted to £5,103,332 (2022: £5,283,833) of which £748,581 (2022: £841,191) were free funds.

The Board of Trustee Directors aspires to retain free funds equivalent to a minimum of six months' operating costs of £2.5 million, based upon the costs for the year ended 31 March 2023. The Board is working to restore free funds above the target level as soon as practicable over the next five years. This will ensure that there is very little risk of unplanned closure that might otherwise have a very serious impact on our vulnerable beneficiaries. The Finance and Fundraising Committee continues to review our reserves policy to reflect any changes that may be necessary.

Statement of Trustees' Responsibilities

The trustees (who are also directors of Richard House Trust for the purposes of company law) are responsible for preparing the Trustee Directors' 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 charitable company and the group and of the incoming resources and application of resources, including the income and expenditure of the charitable 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 Statement of Recommended Practice;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards including FRS102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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 the 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; and
- 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.

Auditors

The auditors, Moore Kingston Smith LLP, will be proposed for re-appointment in accordance with the Companies Act 2006.

Declaration

The Trustee Directors declare that they have approved the Trustee Directors' Annual Report above.

Signed on behalf of the charity's Trustee Directors on 30 January 2024.



Derek Lovelock, Trustee Director

Part 2

Financial Statements

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS AND TRUSTEES OF RICHARD HOUSE TRUST

Opinion

We have audited the financial statements of Richard House Trust (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 March 2023 the Group Summary Income and Expenditure Account, the Group and Parent Charitable Company Balance Sheets, the Group Cash Flow Statement and notes to the financial statements, including 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 the parent charitable company's affairs as at 31 March 2023 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006 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 financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

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

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Richard House Trust Annual Report and Financial Statements for the year ended 31 March 2023

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' annual report have 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 parent charitable company and their environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

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

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

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 11, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group and 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 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 as 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 aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the group and parent charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the group and parent charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the group or parent charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit report.

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

Explanation as to what extent the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design

procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

The objectives of our audit in respect of fraud, are; to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses to those assessed risks; and to respond appropriately to instances of fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both management and those charged with governance of the charitable company.

Our approach was as follows:

- We obtained an understanding of the legal and regulatory requirements applicable to the charitable company and considered that the most significant are the Companies Act 2006, the Charities Act 2011, the Charity SORP, and UK financial reporting standards as issued by the Financial Reporting Council
- We obtained an understanding of how the charitable company complies with these requirements by discussions with management and those charged with governance.
- We assessed the risk of material misstatement of the financial statements, including the risk of material misstatement due to fraud and how it might occur, by holding discussions with management and those charged with governance.
- We inquired of management and those charged with governance as to any known instances of non-compliance or suspected non-compliance with laws and regulations.
- Based on this understanding, we designed specific appropriate audit procedures to identify instances of non-compliance with laws and regulations. This included making enquiries of management and those charged with governance and obtaining additional corroborative evidence as required.

There are inherent limitations in the audit procedures described above. We are less likely to become aware of instances of non-compliance with laws and regulations that are not closely related to events and transactions reflected in the financial statements. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

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, in respect of the consolidated financial statements, to the charity's trustees, as a body, in accordance with Chapter 3 of Part 8 of the Charities Act 2011. Our audit

Richard House Trust Annual Report and Financial Statements for the year ended 31 March 2023

work has been undertaken so that we might state to the charitable company's members and trustees those matters which 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 any party other than the charitable company, the charitable company's members, as a body, and the charity's trustees, as a body, for our audit work, for this report, or for the opinion we have formed.

Moore Kingston Smith LLP

Neil Finlayson (Senior Statutory Auditor)
for and on behalf of Moore Kingston Smith LLP, Statutory Auditor

30 January 2024

6th Floor
9 Appold Street
London
EC2A 2AP

Moore Kingston Smith LLP is eligible to act as auditor in terms of Section 1212 of the Companies Act 2006.

Consolidated Statement of Financial Activities (Incorporating an Income and Expenditure Account) for year ended 31 March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Income					
Incoming resources' from fundraising					
Donations and legacies	2	1,773,396	133,734	1,907,130	1,361,330
Other trading activities:					
Fundraising and events	2	-	-	-	82,017
Income from trading company	3	544,298	-	544,298	565,465
Income from investment and interest		82	-	82	1,805
Income from Charitable activities					
Statutory and grant funding for hospice care	4	2,272,987	-	2,272,987	1,842,959
Total income		4,590,763	133,734	4,724,497	3,853,576
Expenditure					
Expenditure on Raising funds					
Fundraising and publicity	5	928,994	-	928,994	844,234
Expenses of trading company	3	516,159	-	516,159	496,891
		1,445,153	-	1,445,153	1,341,125
Expenditure on Charitable activities	5	3,297,972	255,030	3,553,002	2,968,111
Total expenditure	5	4,743,125	255,030	4,998,155	4,309,236
Net income/(expenditure)		(152,362)	(121,296)	(273,658)	(455,660)
Fund balances brought forward at 1 April 2022		5,223,948	157,054	5,381,002	5,836,662
Fund balances brought forward at 1 April 2023		5,071,586	35,758	5,107,344	5,381,002
		Note 18	Note 19		

The retained deficit attributable to the parent company was £301,797 (2022: net expenditure £524,234). The company has taken the exemption under Section 408 of the Companies Act 2006 not to publish its own Statement of Financial Activities

Continuing operations

None of the company's activities were acquired or discontinued during the year.

Richard House Trust Group and Charity Balance Sheet at 31 March 2023

		Group		Company	
	Notes	2023 £	2022 £	2023 £	2022 £
Fixed Assets					
Tangible assets	9	4,151,271	4,233,915	4,139,613	4,227,505
Investments	10	-	-	4	4
		<u>4,151,271</u>	<u>4,233,915</u>	<u>4,139,617</u>	<u>4,227,509</u>
Current Assets					
Debtors falling due within one year	11	1,060,494	502,972	1,015,697	459,270
Cash at bank and in hand		648,155	1,353,747	545,601	1,294,491
		<u>1,708,649</u>	<u>1,856,719</u>	<u>1,561,298</u>	<u>1,753,761</u>
Creditors: Amounts falling due within one year	12	<u>(747,446)</u>	<u>(709,632)</u>	<u>(561,825)</u>	<u>(540,383)</u>
Net current assets		<u>961,203</u>	<u>1,147,087</u>	<u>999,473</u>	<u>1,213,378</u>
Creditors: Amounts falling due within more than one year	13	(5,130)	-	-	-
Net assets		<u>5,107,344</u>	<u>5,381,002</u>	<u>5,139,090</u>	<u>5,440,887</u>
Represented by:					
Unrestricted funds					
Charity funds	18, 19	5,103,332	5,283,833	5,103,332	5,283,833
Trading subsidiary funds	18, 19	<u>(31,746)</u>	<u>(59,885)</u>	<u>-</u>	<u>-</u>
		5,071,586	5,223,948	5,103,332	5,283,833
Restricted funds	18, 19	<u>35,758</u>	<u>157,054</u>	<u>35,758</u>	<u>157,054</u>
		<u>5,107,344</u>	<u>5,381,002</u>	<u>5,139,090</u>	<u>5,440,887</u>

Approved and authorised for issue by the Board of Trustee Directors on 30 January 2024 and signed on its behalf by:



Derek Lovelock, Trustee Director

Company number: 3232837

**Richard House Trust Consolidated Cashflow Statement for year ended
31 March 2023**

	Notes	2023 £	2022 £
Net cash (outflow) /inflow from operating activities	(a)	(626,580)	(398,606)
Investing activities			
Purchase of tangible fixed assets		(79,094)	(6,636)
Investment income and interest		82	1,805
Net cash used in investing activities		<u>(79,012)</u>	<u>(4,831)</u>
 Net (decrease) /increase in cash and cash equivalents		 (705,592)	 (403,437)
Cash and cash equivalents at beginning of year		<u>1,353,747</u>	<u>1,757,184</u>
Cash and cash equivalents at end of year		<u><u>648,155</u></u>	<u><u>1,353,747</u></u>

Notes to the cash flow statement

(a) Net cash (inflow) /outflow from operating activities

Net (outgoing) incoming / resources for the year	(273,658)	(455,660)
Depreciation	161,738	159,296
Amortisation	-	267
Investment income and interest	(82)	(1,805)
Decrease in debtors	(557,522)	(169,618)
Increase in creditors/provisions	42,944	68,914
Net cash (outflow)/inflow from operating activities	<u><u>(626,580)</u></u>	<u><u>(398,606)</u></u>

Richard House Trust Notes to the Financial Statements for year ended 31 March 2023

1. Accounting Policies

Richard House Trust is a charity incorporated in England and Wales.

Basis of accounting

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (FRS 102) and the requirements of the Companies Act 2006.

The Charitable Company and its subsidiaries constitute a public benefit group as defined by FRS 102 and therefore the Charity also prepared its financial statements in accordance with the 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 (The FRS 102 Charities SORP), the Companies Act 2006 and the Charities Act 2011.

These accounts have been prepared on the going concern basis, under the historical cost convention. The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Consolidation

The group financial statements consolidate the financial statements of the company and its two wholly owned subsidiary undertakings, Richard House Developments Limited and Richard House Trading Company Limited, for the year ended 31 March 2023.

In accordance with Section 408 of the Companies Act 2006, no separate statement of financial activities is presented for the charity. The net outgoing resources attributable to Richard House Trust were £301,797 (2022: 524,234).

Income

This represents income from grants, donations, fundraising events, merchandising sales, statutory funding, and interest.

There are two types of income: unrestricted and restricted. Unrestricted funds are funds that can be spent at the discretion of the Trustee Directors on the charity's objects. Designated funds are unrestricted funds which have been set aside by Trustees Directors for specific purposes. Restricted funds are funds provided by external sources for specific projects and may only be applied towards those specific projects.

All incoming resources are included in the Statement of Financial Activities when the Charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

For donations to be recognised, the Charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then the income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the Charity and it is probable that they will be fulfilled.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail on their contribution is given in the Trustees' Report

Richard House Trust Notes to the Financial Statements for year ended 31 March 2023 (continued)

1. Accounting Policies (continued)

For legacies, entitlement arises when the Charity is aware that probate has been granted. Receipt is normally when the executors have established that there are sufficient assets in the estate. Where legacies have been notified to the Charity, or the Charity is aware of the granting of probate, and the criteria for income recognition has not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supply of goods and services to raise funds and is recognised when entitlement has occurred.

Expenditure

This represents the expenditure on raising funds and charitable expenditure. Expenditure on raising funds includes fund raising and publicity costs and the expenses of the trading company. Charitable expenditure is the cost of activities in furtherance of the charity's objects.

Expenditure is classified by the category of activity for which it is used rather than by type of expense. Allocation is on an actual basis, or where this is not possible, on an estimated usage basis.

- Expenditure on raising funds are those costs incurred in attracting donations and legacies income, and those incurred in trading activities that raise funds.
- Charitable activities include expenditure associated with the provision of hospice and related care and include both the direct costs and support costs relating to these activities.
- Support costs include central costs and have been allocated to cost categories on the basis of staff time spent in each area.
- Governance costs (included as part of support costs) include those incurred in the governance and strategic management of the organisation including costs associated with meeting constitutional and statutory requirements.

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure.

Tangible Fixed Assets

Expenditure on tangible fixed assets over £1,000 is capitalised and depreciation is provided at the following annual rates to write off the cost of each asset over its estimated useful life:

Fixtures and fittings	20% straight line
Office equipment	15% straight line
Motor vehicles	25% straight line
Computer equipment	33% straight line
Freehold buildings	2% straight line

Intangible Fixed Assets

Expenditure on intangible fixed assets over £1,000 is capitalised and depreciation is provided at the following annual rates to write off the cost of each asset over its estimated useful life:

Web site	33% straight line
Computer software	33% straight line

Richard House Trust Notes to the Financial Statements for year ended 31 March 2023 (continued)

1. Accounting Policies (continued)

Stock

Stock is valued at the lower of cost or net realisable value after making due allowance for any obsolete or slow-moving stock.

Donated goods for resale or distribution

The company receives donated goods for resale in the charity shops of the subsidiary company. As per the advice of The Accounting Council, donated goods are not recognised as income on receipt as the value cannot be measured reliably and the benefit of recognising the item does not outweigh the costs.

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.

Provision for accrued holiday pay

The company has made a provision for unused holiday pay accrued at year end. As the total amount accrued was immaterial, the adjustment was made within the reporting period.

Provision for bad debt

The company has made a provision for bad debts based on those debtors which are unpaid at the time the accounts were approved and due to the time may not be recovered in full.

Taxation

The company is a registered charity and did not receive taxable income in the year.

Remuneration

The company has a Remuneration policy which includes remuneration for key management personnel. The company undertakes benchmarking regularly when setting remuneration and determining salary changes.

Operating leases

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

Pension costs

Pension contributions are charged to the statement of financial activities on an accrual basis.

Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's statement of financial position when the company becomes party to the contractual provisions of the instrument.

Basic financial assets, which include trade and other debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost.

Richard House Trust Notes to the Financial Statements for year ended 31 March 2023 (continued)

1. Accounting Policies (continued)

using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

Basic financial liabilities, including trade and other creditors, bank loans, loans from fellow group companies and preference shares that are classified as debt, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest.

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

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

Going concern

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements and have considered the potential impact of the Covid-19 pandemic. In particular the trustees have taken account of pressures on statutory income, donation income, fundraising events, and trading income, as well as expenditure. The trustees have considered various scenarios and the mitigating action available to them should income fall significantly. Based on this and the significant unrestricted reserves available the trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

Richard House Trust Notes to the Financial Statements for year ended 31 March 2023 (continued)

2. Donations and Legacies

	2023	2022
	£	£
Community	180,421	184,483
Trusts and Foundations	193,931	283,122
Individuals	249,740	200,673
High Value	136,037	181,944
Corporate	377,076	331,233
Legacies	732,543	129,905
Gift aid	37,382	49,970
	<u>1,907,130</u>	<u>1,361,330</u>

Fundraising and events

	2023	2022
	£	£
Fundraising and events	-	82,017

31 March 2023 (continued)**3 . Investments in Subsidiaries**

	2023	2022
	£	£
<i>Richards House Trading Company Limited</i>	544,298	565,465
Income	<u>40,665</u>	<u>37,528</u>
Intercompany income eliminated on consolidation		
Consolidated income	584,963	602,993
Cost of sales	(28,559)	(20,353)
Administration expenses	(487,600)	(476,538)
Intercompany expenses eliminated on consolidation	-	-
	<u>(516,159)</u>	<u>(496,891)</u>
Net consolidated income before donation and taxation	68,804	106,102
Net intercompany income	<u>(40,665)</u>	<u>(37,528)</u>
Operating (loss)/profit before donation to parent company	28,139	68,574
Donation to parent company	<u>-</u>	<u>-</u>
(Loss)/Profit on ordinary activities before taxation	28,139	68,574
Taxation	<u>-</u>	<u>-</u>
Profit/(Loss) on ordinary activities before taxation	28,139	68,574
Dividends	<u>-</u>	<u>-</u>
Retained profit/(loss) for the financial year	28,139	68,574
Retained profit brought forward	(59,883)	(128,457)
Charitable distribution from parent undertaking		
Retained profit carried forward	<u>(31,744)</u>	<u>(59,883)</u>

At the end of the year, the company had aggregate assets of £169,109 (2022: £123,063), liabilities of £202,300 (2022: £182,946) and net shareholder's deficit of £33,191 (2022: £59,883).

Richard House Developments Limited

The company has not traded during the year or the preceding financial year. During these years the company received no income and incurred no expenditure and therefore made neither profit nor loss. At the end of the year, the company had aggregate assets of £2 (2022: £2) and net shareholder's funds of £2 (2022: £2).

31 March 2023 (continued)

4. Statutory and Grant Funding for Hospice care

	2023	2022
	£	£
Income from core NHS contracts	755,822	504,772
Other NHS and local authority income	1,129,830	838,803
Department of Health grants	387,335	391,586
COVID Grants	-	107,798
	<u>2,272,987</u>	<u>1,842,959</u>

5. Expenditure

Analysis of total expenditure

	Staff costs	Other direct costs	Support costs	Total 2023
	£	£	£	£
Fundraising and publicity	587,475	178,095	163,424	928,994
Trading company expenses	238,339	277,819	-	516,158
Hospice care	2,270,305	797,250	438,078	3,505,633
Governance	30,841	14,905	1,624	47,370
Total expenditure	<u>3,126,960</u>	<u>1,268,069</u>	<u>603,126</u>	<u>4,998,155</u>

Analysis of support costs

	Staff costs	Other direct costs	Total 2023
	£	£	£
Fundraising and publicity	118,093	45,331	163,424
Hospice care	274,866	163,212	438,078
Governance	-	1,624	1,624
Total support costs	<u>392,959</u>	<u>210,167</u>	<u>603,126</u>

Expenditure on Charitable activities includes the expenditure on Hospice care and Governance.

Richard House Trust Notes to the Financial Statements for year ended 31 March 2023 (continued)

5. Expenditure (continued)

Analysis of total expenditure	Staff costs	Other direct costs	Support costs	Total 2022
	£	£	£	£
Fundraising and publicity	575,856	116,771	151,607	844,234
Trading company expenses	265,086	231,806	-	496,892
Hospice care	1,784,357	763,333	386,316	2,934,006
Governance	20,126	13,325	653	34,104
Total expenditure	<u>2,645,425</u>	<u>1,125,235</u>	<u>538,576</u>	<u>4,309,236</u>

Analysis of support costs	Staff costs	Other direct costs	Total 2022
	£	£	£
Fundraising and publicity	129,727	21,880	151,607
Hospice care	302,250	84,066	386,316
Governance	-	653	653
Total support costs	<u>431,977</u>	<u>106,599</u>	<u>538,576</u>

Expenditure on Charitable activities includes the expenditure on Hospice care and Governance.

Analysis of governance costs	2023	2022
	£	£
Staff costs	30,841	20,126
Audit fees	14,905	13,325
Support costs	<u>1,624</u>	<u>653</u>
	<u>47,370</u>	<u>34,104</u>

Support costs are included in the above analysis of total resources expended and have been allocated across activities on the basis of staff time spent in each area. These costs include providing IT, payroll, personnel, finance, property and other central services to the charity's staff and volunteers.

Governance costs have been funded entirely by unrestricted funds.

Richard House Trust Notes to the Financial Statements for year ended 31 March 2023 (continued)

6. Staff Costs

	2023	2022
	£	£
Wages and salaries	3,000,698	2,673,282
Social security costs	306,007	252,265
Other pension costs	192,663	151,856
Redundancies	20,681	-
	<u>3,520,049</u>	<u>3,077,403</u>

	2023	2022
	Number	Number
Average number of employees full time equivalent:		
Charitable work	49	41
Fundraising	11	12
Trading	12	13
Administration	7	12
	<u>79</u>	<u>78</u>

The number of employees receiving remuneration in excess of £60,000 increased within the following bands:

	2023	2022
	Number	Number
£60,000 - £70,000	1	
£70,001 - £80,000	1	1
£80,001 - £90,000	<u>1</u>	<u>1</u>

Total pension contributions for the highest paid employee excluding the Chief Executive who is not on the pension scheme during the year were £10,937 (2022: £5,320).

The remuneration of key management personnel, who included the Chief Executive, Director of Finance and Operations, Director of Family and Care Services, Head of Fundraising and Head of HR and Volunteer Engagement, Deputy CEO was as follows:

	2023	2022
	£	£
Aggregate emoluments	393,447	356,731
Company pension contributions	19,447	15,464
	<u>412,894</u>	<u>372,195</u>

The number of key management personnel for whom retirement benefits are accruing under defined contribution schemes amounted to NIL (2022: NIL).

Redundancy payments in the year totalled £20,681 (2022: £nil).

Richard House Trust Notes to the Financial Statements for year ended 31 March 2023 (continued)

7. Net (expenditure)/income

		2023 £	2022 £
This is stated after charging:			
Auditor's remuneration:			
Company	- current year audit fee excluding VAT	15,600	13,500
Subsidiary companies	- current year audit fee	9,000	8,000
	- current year non-audit	2,880	550
Depreciation		161,738	159,296
Amortisation		-	267

8. Intangible Fixed Assets

Group and Company	Software £	Website £	Total £
Cost			
At 1 April 2022	7,768	15,942	23,710
Additions	-	-	-
At 31 March 2023	7,768	15,942	23,710
Accumulated Amortisation			
At 1 April 2022	7,768	15,942	23,710
Charge for the year	-	-	-
At 31 March 2023	7,768	15,942	23,710
Net Book Value			
At 31 March 2023	-	-	-
At 31 March 2022	-	-	-

Richard House Trust Notes to the Financial Statements for year ended 31 March 2023 (continued)

9. Tangible Fixed Assets

Group	Freehold Land £	Buildings £	Fixtures & Fittings £	Computer Equipment £	Motor Vehicle £	Total £
Cost						
At 1 April 2022	270,704	5,704,460	519,157	121,502	27,901	6,643,724
Additions	-	26,106	36,765	1,859	14,364	79,094
Release on disposal					(27,901)	(27,901)
At 31 March 2023	270,704	5,730,566	555,922	123,361	14,364	6,694,917
Accumulated Depreciation						
At 1 April 2022	-	1,807,175	468,514	106,219	27,901	2,409,809
Charge for the year	-	114,307	29,572	14,268	3,591	161,738
Release on disposal					(27,901)	(27,901)
At 31 March 2023	-	1,921,482	498,086	120,487	3,591	2,543,646
Net Book Value						
At 31 March 2023	270,704	3,809,084	57,836	2,874	10,773	4,151,271
At 31 March 2022	270,704	3,897,285	50,643	15,283	-	4,233,915

Company	Freehold Land £	Buildings £	Fixtures & Fittings £	Computer Equipment £	Motor Vehicle £	Total £
Cost						
At 1 April 2022	270,704	5,704,460	351,922	100,523	-	6,427,609
Additions	-	26,106	34,921	1,859	-	62,886
At 31 March 2023	270,704	5,730,566	386,843	102,382	-	6,490,495
Accumulated Depreciation						
At 1 April 2022	-	1,807,175	303,027	89,902	-	2,200,104
Charge for the year	-	114,307	26,864	9,607	-	150,778
At 31 March 2023	-	1,921,482	329,891	99,509	-	2,350,882
Net Book Value						
At 31 March 2023	270,704	3,809,084	56,952	2,873	-	4,139,613
At 31 March 2022	270,704	3,897,285	48,895	10,621	-	4,227,505

A substantial contribution towards the cost of the buildings was received from the National Lottery Charities Board and as such the buildings may not be sold without their consent until 2084.

Richard House Trust Notes to the Financial Statements for year ended 31 March 2023 (continued)

10. Fixed Asset Investments - Group Undertakings

The company's investments at the balance sheet date in the share capital of companies include the following:

Shares in group undertakings	Nature of business	Class of share	Percentage holding	2023 £	2022 £
Richard House Developments Limited	Property development	Ordinary	100%	2	2
Richard House Trading Company Limited	Retail	Ordinary	100%	2	2

11. Debtors

	Group		Company	
	2023	2022	2023	2022
	£	£	£	£
Trade debtors	172,380	239,681	172,380	239,681
Bad debt provision	8,786	8,786	8,786	8,786
Amount owed from subsidiary undertaking	-	-	-	13,697
Other debtors	33,607	10,681	28,512	10,676
Prepayments	82,601	118,291	46,873	71,271
Accrued income	763,120	125,533	759,146	115,159
	<u>1,060,494</u>	<u>502,972</u>	<u>1,015,697</u>	<u>459,270</u>

12. Creditors: Amounts falling due within one year

	Group		Company	
	2023	2022	2023	2022
	£	£	£	£
Trade creditors	85,211	87,009	71,280	70,081
Taxation and social security	78,956	63,038	78,956	63,038
Amount owed to subsidiary undertaking		-	10,101	
Other creditors	274,396	276,257	274,398	276,257
Finance lease liability	4,104	-	-	-
Accruals	295,075	283,328	127,090	131,007
Deferred income	9,704		-	
	<u>747,446</u>	<u>709,632</u>	<u>561,825</u>	<u>540,383</u>

13. Creditors: Amounts falling due within more than one year

	Group		Company	
	2023 £	2022 £	2023 £	2022 £
Finance lease liability	5,130	-	-	-

14. Deferred income

24. Deferred income		Group	Company	
	2023	2022	2023	2022
	£	£	£	£
Additions during the year	9,704	-	-	-
	9,704	-	-	-

Deferred income comprises income relating to March; all amounts relate to the next accounting period.

Richard House Trust Notes to the Financial Statements for year ended 31 March 2023 (continued)

15. Share Capital

The company does not have share capital. However, every member of the company undertakes to contribute to the assets of the company such amount as may be required, not exceeding £1. There were 9 (2022 - 9) members at the balance sheet date.

16. Pension Commitments

The company is an approved organisation, for the purpose of the National Health Service (Superannuation) Regulations 1980, making contributions to the National Health Service Pension Scheme. The Scheme is regarded as a statutory scheme by the Inland Revenue and is covered by section 22 of chapter 3 of the 1970 Finance Act. The contributions of the employer are 20.68% (the employer pays 14.38% under the transitional arrangement and the NHS paid 6.30% until March 2023) and the contributions of the employee range from 7.1% to 13.5%. As a statutory scheme, benefits are fully guaranteed by the Government. Contributions from both members and employers are paid to the Exchequer which meets the cost of the scheme benefits. The Exchequer also pays for the cost of increasing benefits each year by the rate of inflation. This extra cost is not met by contributions from scheme members and employees. Contributions of £55,812 (2022: £34,883) were charged in the financial statements.

Contributions are also made to another independent money purchase pension scheme of which a certain number of the company's staff are members. It is funded by assets held outside Richard House Trust. Contributions of £136,851 (2022: £116,973) were charged in the financial statements. The company has an auto-enrolment process in place for the money purchase pension scheme in compliance with the changes to pension regulations.

At 31 March 2023 contributions amounting to £8,975 (2022: £6,145) were payable to National Health Service Pension Scheme and £14,913 (2022: £14,822) were payable to the independent money purchase pension scheme and both are included in creditors.

31 March 2023 (continued)**17. Contingent Liabilities**

Richard House Trust acts as a guarantor on a lease held by Richard House Trading Company Limited and as such covenants to pay rents in the event of Richard House Trading Company Limited failing to comply with the terms of the lease. The annual rent is £36,500 for the remainder of the lease for the term of 15 years commencing 22 June 2023.

18. Analysis of Unrestricted Funds

	Balance at 1 April 2022 £	Incoming Resources £	Resources Expended £	Transfer between Funds £	Balance at 31 March 2023 £
Designated funds					
Fixed asset fund	4,227,505	-	-	(87,892)	4,139,613
Replacement and maintenance fund	215,138	-	-	-	215,138
	4,442,643	-	-	(87,892)	4,354,751
Free funds	841,190	4,046,465	(4,226,966)	87,892	748,581
Unrestricted funds of the charity	5,283,833	4,046,465	(4,226,966)	-	5,103,332
Trading subsidiary funds	(59,885)	544,298	(516,159)	-	(31,746)
	5,223,948	4,590,763	(4,743,125)	-	5,071,586

	Balance at 1 April 2021 £	Incoming Resources £	Resources Expended £	Transfer between Funds £	Balance at 31 March 2022 £
Designated funds					
Fixed asset fund	4,371,181	-	-	(143,676)	4,227,505
Replacement and maintenance fund	215,138	-	-	-	215,138
	4,586,319	-	-	(143,676)	4,442,643
Free funds	1,348,742	2,490,363	(3,141,591)	143,676	841,190
Unrestricted funds of the charity	5,935,062	2,490,363	(3,141,591)	-	5,283,833
Trading subsidiary funds	(128,459)	565,465	(496,891)	-	(59,885)
	5,806,603	3,055,828	(3,638,482)	-	5,223,948

The fixed asset fund represents funds that the trustees have agreed to set aside as designated funds and corresponds to the net book value of tangible fixed assets not represented by restricted funds. The replacement and maintenance fund represents funds set aside as designated funds to ensure that fixtures, fittings and computer equipment are fully operational at all times. Amounts are transferred to and from the general fund to maintain the designated funds at the appropriate levels. These funds typically represent between 4-5% of the fixed asset value.

The trading subsidiary funds represents the retained profit held by Richard House Trading Company Limited

It is anticipated that these funds will not be used in the next three years as the care area of the hospice has recently been refurbished. The replacement and maintenance fund is expected to be spent within five years

Richard House Trust Notes to the Financial Statements for year ended

31 March 2023 (continued)**19. Analysis of Restricted Funds**

	Balance at 1 April 2022 £	Incoming Resources £	Resources Expended £	Transfer between Funds £	Balance at 31 March 2023 £
Respite Care Fund	3,500	112,876	(116,376)	-	-
Transition Fund	9,379	100	(9,479)	-	-
Care Equipment	71,900	1,358	(55,000)	-	18,258
Sixth Bedroom	12,500	5,000	-	-	17,500
Playground Regeneration	38,747	-	(38,747)	-	-
Other funds	21,028	14,400	(35,428)	-	-
	<u>157,054</u>	<u>133,734</u>	<u>(255,030)</u>	<u>-</u>	<u>35,758</u>

	Balance at 1 April 2021 £	Incoming Resources £	Resources Expended £	Transfer between Funds £	Balance at 31 March 2022 £
Department of Health Section 64 Grant	-	391,586	(391,586)	-	-
COVID -19 Grants		107,798	(107,798)	-	-
Respite Care Fund		118,220	(114,720)		3,500
Transition Fund		20,029	(10,650)		9,379
Care Equipment	17,559	67,683	(13,342)	-	71,900
Sixth Bedroom	12,500	-	-	-	12,500
Playground Regeneration		38,747	-	-	38,747
Other funds		53,686	(32,658)	-	21,028
	<u>30,059</u>	<u>797,749</u>	<u>(670,754)</u>	<u>-</u>	<u>157,054</u>

The Department of Health Section 64 Grant consists of funds awarded to maintain existing levels of in house care and to open additional beds during periods of expressed demand.

The Department of Health Grants consists of funds awarded from the £30 million funding for children's palliative care in 2010/11 for a pilot rapid response home care/end of life service for children, young people and their families. The expenditure was deferred while the hospice refurbishment was undertaken and resumed when residential care services returned to the Beckton Site.

* The Respite Care Fund consists of funds raised to provide respite and other care for children, particularly focussed on staffing of nurses

* The Transition Fund consists of funds raised to support our transitional care service for young adults.

* Sensory Garden Fund consists of funds raised for transforming our award winning garden. The work was mostly donated professional services from Greenfingers charity.

* Care equipment funds relate to donations towards purchase of equipment needed to care for the children.

* Other Funds consists of funds raised for transport and Music Therapy, events for children, management and administration

31 March 2023 (continued)**20. Analysis of Net Assets by Fund**

	Tangible Fixed Assets £	Net Current Assets/ Liabilities £	Long term Liabilities and provisions £	Total 2023 £
Designated funds	4,139,613	215,138	-	4,354,751
Free Funds	-	748,581	-	748,581
	<u>4,139,613</u>	<u>963,719</u>	<u>-</u>	<u>5,103,332</u>
Trading subsidiary funds	11,658	(39,720)	(5,130)	(33,192)
Restricted funds	-	35,758	-	35,758
	<u>4,151,271</u>	<u>959,757</u>	<u>(5,130)</u>	<u>5,105,898</u>

	Tangible Fixed Assets £	Net Current Assets/ Liabilities £	Long term Liabilities and provisions £	Restated Total 2022 £
Designated funds	4,227,505	215,138	-	4,442,643
Free Funds	-	841,190	-	841,190
	<u>4,227,505</u>	<u>1,056,328</u>	<u>-</u>	<u>5,283,833</u>
Trading subsidiary funds	6,409	(66,294)	-	(59,885)
Restricted funds	-	157,054	-	157,054
	<u>4,233,914</u>	<u>1,147,088</u>	<u>-</u>	<u>5,381,002</u>

21. Financial Commitments

At 31 March 2023, the group has commitments under non-cancellable operating leases as follows:

	Land and Buildings		Other	
	2023	2022	2023	2022
	£	£	£	£
Within one year	78,625	60,766	9,645	9,645
Within two to five years	146,000	-	4,882	18,986
Over five years	227,223	-	-	-
	<u>451,848</u>	<u>60,766</u>	<u>14,527</u>	<u>28,631</u>

At 31 March 2023, the company has commitments under non-cancellable leases as follows:

	Land and Buildings		Other	
	2023	2022	2023	2022
	£	£	£	£
Within one year	-	-	9,645	9,645
Within two to five years	-	-	4,882	18,986
Over five years	-	-	-	-
	<u>-</u>	<u>-</u>	<u>14,527</u>	<u>28,631</u>

Richard House Trust Notes to the Financial Statements for year ended

31 March 2023 (continued)

22. Related Party Transactions

The company has taken advantage of the exemptions available under FRS 102 paragraph 33-1A available to group companies and accordingly, details of transactions between the Trust and its subsidiaries are not separately disclosed.

	2023	2022
	£	£
Donations received from Directors / Trustees for general core activities	29,850	57,482
	<u>29,850</u>	<u>57,482</u>

No trustee was reimbursed for incurred expenses during the year £nil (2022: £nil).

Our Thanks

Each year we must raise over £2 million in charitable income to keep Richard House open. Without the support of our many donors this would not be possible, and we are extremely grateful to every one of them.

A special thanks to all those in the local community who supported us through collection tins and challenge events

AFME
Aimwell Charitable Trust
Al Madina Mosque
Alex Collins
Alexandra Chapter no.5182
All Saints Church
Allianz Global Corporate & Speciality
Amazon Smile
Ames UK
Armourers and Brasiers' Gauntlet Trust
Arnold Clark Community Fund
ARQ Homes
ASDA Clapham Junction
ASDA Community Fund
Attic Self Storage
Australia Chapter no.6505
AXIS Capital
Baha'i Community of Newham
Ballymore
Barclays HQ
Barclays Wealth Technology
Barking Abbey Comprehensive School
Barking Road Runners
Barts & The London RAG Society
BBC Children in Need
Beckton Fish Bar
Beckton Pharmacy
Bellway Homes
Berkeley Foundation
Booker Ltd
Border Stone Lodge no.6755
Borough of Newham Lodge no.8627
Bouygues
Buhler
CadMan UK
Canning Town Jobcentre
Cassii Lodge No 9088
Castrum Lodge no.7630
CBC Partnership

Chadwell Heath Canasta Club
Chingford Tarernacle no.91
Chobham Academy
Church of God

City & Shoreditch Rotary Club
Cleaning & Support Services Association
Clerkenwell Lodge of Installed Masters
Clifford Chance
CLS Group
Commerzbank
Compre Group
Covenant Lodge no.4344
Credit Agricole
Crest of Mount Edgcumbe Lodge no.7431
Custom House Baptist Church
Damhurst Ltd
David Lloyd Leisure Centres
Dennis Hocking Lodge no.6279
Dentons
DSV Solutions
Earl of Zetland Chapter no.1364
Earls Lodge no.2347
East London Mosque
Easy R&D
Eko Pathways School
Europa Point Lodge no.8581
Excel London
Fables Auctions
Formula E
Gainsbury and Whiting
Gallagher
Genesis Futsal Club
Give a Car UK
Glitt3r & Shine
Graham and Mary Stacy Trust
Granite Chapter no.1328
Guidehouse
Guild of Freeman of the City of London
Guildhall School of Music Chapter no.2454
Hand of Good Fellowship Lodge no.5729
Havering East Rotary Club
Highbury Quadrant Congregational Church
Holt Energy Advisors
Homelands Charitable Trust
HSBC Central Corporate
HSBC Premier Branches
HSBC Security Services
IRF
Jack Petchey Foundation
Johann Gutenberg Mark Lodge no.976
John and Amelia Winter
Johns & Co
JP Morgan

King & Spalding
Kings Church Barking
Kingsford Community School

Knight Dragon
Lapis Magnes Lodge no.5024
Lemon Melon Publishing Limited
Leytonstone and Woodford Rotary
Life Church UK
Lodestone Mortgages
Lodge of Hope no.7152
Lodge of Love & Friendship no.6123
London City Airport
London City Island Leaseholders and Residents Association
London Edenside Lodge
London International Horseshow
Loxford Social Club
Loyal Duchess of Kent Lodge
MACE Group
Make a Difference Ltd
Manor Park Cemetery & Crematorium
Mark Masons
Masonic Charitable Foundation
Maylands Golf Club
Mercer & Hole
Metlife
Metropolitan Grand Stewards' Lodge no.9812
Military Order of the Collar Foundation
Miller Insurance
Monday Morning Walking Club
Monmouth Rambling & Hillwalking Club
Morrisons
Mount Moriah Chapter no.143
Mount Moriah Lodge no.34
Nagrecha Brothers LTD
National Emergencies Trust
National Grid
Newham North Islamic Association
Newham Sixth Form College
Orion House
Oxygen Menswear
Payne Hicks Beach
Phoenix Lodge no.7476
Porsche East London
Power House International Ministries
Prince Regent Hotel
Principal Global
Principle Cleaning
Prudence and Verity Mark Master Masons No 932
Queen Mary SU
R A O B Eastern Province General
R A O B Edmund Cathery Lodge no.4383
Radius Lodge
Ralph and Elizabeth Aldwinckle

Reiss Limited (Beckton)
Riverside Bridge School

Roding Rotary Club
Rotary Club of London
Royal Connections Church
Rupert Patterson Lodge no.3646
Seriously Funny
SGN Retail
Shepherds Bush Lodge no.1828
Sir Jules Thorn Charitable Trust
Sky
St James' Place Foundation
St John's Lodge no.167
St Mark's Church - Forest Gate
St Mark's College Lodge no.2157
Tate & Lyle
Taz Akhtar
Telford Homes
Tesco Bags of Help
The Burdett Trust for Nursing
The Charles Lewis Foundation
The Claquettes
The Economist Group
The February Foundation
The Forrester Family Trust
The Hospital Saturday Fund
The National Lottery Community Fund
The Vandervell Foundation
The Worshipful Company of Glovers of London
The Worshipful Company of Pewterers (The Seahorse Trust)
Thirsk Winton
Thomas Miller
Thomas Miller Insurance
TK Maxx & Homesense Foundation
Together for Short Lives
Trevor Price
Trinity Chapel
Trinity Steering Group
Tuesday Knitting Group
Tuixen Foundation
U3A - Havering
United Mariners Lodge no.30
Valero
Waitrose - Victoria
Walsingham Motor Insurance Ltd
Wanstead Chapter no.3524
Wells Fargo
Wendy Pritchard
West Essex Round Table Lodge
West Ham United Foundation
Wood MacKenzie
WWT

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Richard House Trust is a registered charity (1059029) and a company limited by guarantee (3232837 - England & Wales). Its registered office is Richard House Children's Hospice, Richard House Drive, London E16 3RG