



**Alexander
Devine**
Children's Hospice
Service



Annual Report and Financial Statements

For the year ended 31st March 2021

REACHING OUT TO EVERY CHILD AND FAMILY THAT NEEDS US

www.alexanderdevine.org

Company No. 05757493
Registered Charity No. 1118947

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REPORT OF THE TRUSTEES

(including Directors Report)

The Trustees who are also directors and members of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2021. The Trustees have adopted the provisions of the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

AIMS AND OBJECTIVES

The aims of Alexander Devine are to support life limited and life threatened children and their families and carers. This is within their own homes through Alexander's nurses, whether in Berkshire or the surrounding areas, or in the hospice itself. Our ethos is "to reach out to every child and family that needs us".

ACHIEVEMENTS



HOSPICE

The position of the hospice is ideal for the needs of the children and their families with excellent motorway links between East and West Berkshire and South Bucks. The building was opened in June 2018 and currently provides day care, hydrotherapy, bereavement and sibling support. The service will be further expanded in a phased way reflecting the availability of staff and funds.

SERVICE

Alexander's Nurses continue to provide regular, quality respite, end of life care and bereavement support to many families in Berkshire and into surrounding counties. With the hospice now open to day care, our parents can choose between support at home and/or in our purpose built hospice. Our ongoing work continues to recognise the significant gap in regular respite care and choice of service for children with life-limiting and life-threatening conditions, and their families. Our aim has always been to provide a seamless service that supports frequent year-round care throughout the child's life. We aim to offer accessible, responsive, flexible and frequent care to meet the individual needs of a child and that of their family: care delivered when and wherever they need it. Whilst the pandemic has meant that the charity has had to change its way of working, Alexander's Nurses have continued the service throughout the year.

A Care Quality Commission (CQC) report in February 2017 resulted in an overall rating of 'GOOD' and it reported:

"We saw children and young people received care and support in a personalised way. Complex medical needs were managed by staff who were well trained to deliver specialised care and support. Children and young people said they felt safe with staff."

In March 2021, we sought feedback on families' experience of the service. 30 parents responded and 97% rated the overall experience of the service as excellent or very good and 93% said Alexander's care team is always approachable and responsive.

Alexander's Care Team, led by the Director of Care and supported by the Lead for Quality and Governance, is registered with CQC and operates under their quality standards. By the end of the year, as well as the Director of Care, Lead for Quality and Governance and Matron who are medically qualified, the team directly employed ten nurses, two play specialists and three carers. With the appointment of Clinical Nurse Specialists we have been able to extend the service provision improving care for children and families. The

Clinical Nurse Specialist service provides assessment and symptom management. There is also a contract with the Royal Berkshire Hospital for the assistance of a paediatrician for two hours of medical support a week.

The charity has implemented a new way of recording the output of care staff in order that management, funders and other interested parties can fully understand the impact that the team are making. For this reason, no comparative figures are available.

The community team has spent 5,924 hours providing care including respite and telephone consultations, 3,319 hours have been spent on day care, respite, hydrotherapy and general care in the hospice and our clinical nurse specialists have spent 2,431 hours providing support. In addition our play team has spent 2,452 hours giving support to our families and our music specialist has spent 328 hours providing music therapy. In total, 14,454 hours have been spent on delivering care to our families.



The number of families the team supports has continued to grow and by the end of March had increased to 143 (2020: 133). We are finding that the cases referred to us are becoming more complex such that where a visit previously could be made using just one member of staff, this increasingly needs two.



The support from Alexander Devine has been exceptionally helpful this year especially the specialist nursing practitioners. Thank you."

Feedback from a family supported by Alexander Devine

PLANS FOR THE FUTURE

The charity had planned to continue to grow and expand services in 2020/21 and had already employed several staff before the COVID-19 virus hit the country. This has caused us to halt further expansion and do everything we can to reduce costs. We suffered a large drop in income with many of the companies and groups that provide a significant proportion of our income closing for a period of time and almost all suffering drops in income. We also cancelled our ball and a number of other events. We furloughed up to 14 staff (mostly fundraisers) and sadly had to make six fundraisers redundant. We have received income from NHS England to assist us to continue in operation. For 2021/22, as restrictions ease, we hope to continue the expansion of our service. However, without the one off COVID-19 income we expect a significant drop in income for the year. Cash flow projections have been made and although these show a significant loss in 2021/22, the Board are happy that with the reserves we have in place, the charity can survive as the situation improves and funding slowly recovers. The charity will then be in a position to continue expanding the service, in line with the strategic plan, with the fundraisers actively seeking opportunities to develop other income streams to ensure that our service is sustainable in the long term.

The future expansion will be phased in to reflect the availability of staff and funds.



GOVERNING DOCUMENT

Alexander Devine Children's Cancer Trust is a charitable company limited by guarantee, incorporated on 27th March 2006 and registered as a charity on 25th April 2007. The company was established under a Memorandum of Association which sets out the objects and powers of the charitable company and is governed under its Articles of Association. The Articles were last updated on 5th October 2017. The charity operates as Alexander Devine Children's Hospice Service.

All members of the Charity apart from Mrs Fiona Devine, give their time voluntarily and received no benefits from the charity. Mrs Devine works full time for the charity and received permission from the Charity Commission to be paid for this work. Her costs of employment and all expenses claimed by Trustees in the execution of their duties are reported in note 8 to the financial statements. The Trustees have carried out a skills audit to ensure that the Board has the necessary spread of skills to ensure good governance. They look to fill any gaps in knowledge within their contacts and charity supporters and if they do not find suitable candidates, they will widen the spread of applicants by advertising. They ask successful candidates to attend Board meetings for a period to assess their contribution before appointing them full Trustees. There is an induction process in place for new Trustees and ongoing training is available as applicable.

RESPONSIBILITIES OF TRUSTEES

The Directors are responsible for preparing the Report of the Trustees 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 of the incoming resources and application of resources, including the income and expenditure of the charitable company for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards 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 operation.

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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 hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Each of the Trustees has confirmed that in so far as they are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and,

- they have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

RISK MANAGEMENT

The Trustees regularly consider risk at their bi-monthly meetings and are satisfied that systems in place to mitigate the impact of key risks are being observed. Internal control risks are minimised by the implementation of procedures for the authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety regulations for staff, volunteers and families. A comprehensive risk register is in place which is reviewed by the senior management team on a monthly basis. The charity raises money from a wide variety of bodies ensuring that a problem with one of these would not significantly impact on the overall income of the charity. Given the phased and controlled plans to open the hospice and reserves already in place, the Trustees believe that the charity will be able to sustain the service despite the threat of reduced income due to COVID-19. They believe it will prove possible to continue expansion in a measured way.

RESERVES

The target for free reserves now stands at between twelve and fifteen months of ongoing expenditure which is between £1,629,000 and £2,037,000 based on 2020/21 costs. However, with the planned expansion of the service, these figures increase to between £1,811,000 and £2,264,000 for 2021/22. They believe this level will enable the charity to continue its activities and make all payments as they fall due whatever short-term issues may arise. The level of free reserves at the end of March 2021 was £2,128,574 (2020: £1,688,733). The Trustees are happy that this level of reserves is appropriate given the continuing uncertainty in respect of future income due to the effects of the COVID-19 pandemic.

The Trustees believe that they are managing risk and have a sensible and sustainable approach.

FINANCIAL REVIEW

Total income for the year was £1,888,773 (2020: £1,567,075), showing an increase of 21% on the previous year. The usual sources of income produced much less during the year due to the pandemic, but this was supplemented by furlough income of £82,000 and by restricted funding from NHS England of £461,000 which was given to the charity so that the service could continue and could take pressure off the NHS. We have also secured funds from East Berkshire Clinical Commissioning Group to contribute towards the cost of the End of Life pathway.

Expenditure on charitable activities has increased by 32% to £1,280,888 (2020: £967,385) reflecting the expansion of the service and the increased running costs of the hospice as well as ongoing legal costs. Expenditure on raising funds has decreased by over 25% to

£349,077 (2020: £468,781) reflecting the decreased level of staff required due to the pandemic and a reduction in fundraising activities.

Support and governance costs have increased by 5%. Support costs have been allocated between charitable activities and activities to raise funds based on time spent by the members of staff employed in this area. Hospice costs have increased by 39%. £130,000 of the costs relate to depreciation of the building. The legal costs mentioned in note 1c) are also charged here and account for much of the increase. Hospice costs are allocated between charitable activities and activities to raise funds on the basis of area of the building occupied. Despite the significant expansion in the service, due to the uncertainty in respect of income, it has not been possible to expand as quickly as Trustees would have wished. The net movement of funds of £258,808 (2020: £130,909) represents an increase of 98% on the previous year. The total fund is now over £10 million despite having started from nothing in 2006.

PUBLIC BENEFIT

The Trustees considered the guidance offered by the Charity Commission on public benefit and have developed strategic plans to ensure their objectives, the provision of care and support to children with life-limiting and life-threatening conditions and their families, fall under the purposes defined by section 4 of the Charities Act 2011.



HISTORY

John and Fiona Devine set up the charity after identifying the need for a dedicated local children's palliative care service within Berkshire and the surrounding area. Their experience and that of others has been one of the driving factors in making this a reality, with all credit to their amazing son, Alexander. The lack of provision for quality respite, symptom management, end of life care and family support is something that has been lacking in the county of Berkshire forcing families to travel long distances out of county to access help elsewhere. The need for a local provision has been well identified by families and health care professionals and the hospice has been opened to cater for this.

STRUCTURE

The day to day operations, strategic management and events are managed by Fiona Devine with the support of the Trustees and the five senior management staff. Fiona and the senior team have previous management experience and are suitably qualified. By the end of the year the charity employed 32 permanent members of staff with 18 of these directly involved in the provision of care. Performance is overseen by the Board of Trustees who receive regular briefings from the management and timely financial reports.

FUNDING

The charity takes the fundraising regulations seriously and is registered with the Fundraising Regulator and Fundraising Institute. The charity raises funds through its corporate contacts who raise money on its behalf, by responding to invitations to visit community groups and by approaching trusts and foundations. Fundraising from individuals is carefully controlled following industry guidelines and no cold calling takes place. No professional fundraisers were used during the year. The charity has a Volunteer Co-ordinator in post who has responsibility for overseeing volunteers and their compliance with regulations and best practice.

SPONSORS

We would like to thank all our corporate sponsors for their faith and ongoing support.

KEY MANAGEMENT STAFF PAY

The pay of key management personnel is set by the Trustees on the recommendation of the Chief Executive after the posts have been benchmarked against similar posts in other charities.

PATRONS AND VOLUNTEERS

In addition to our patrons, we have in excess of 160 volunteers who give up their time and offer endless enthusiasm for the charity. We would like to thank them all sincerely for their help.

AUDITORS

A resolution to reappoint HW Fisher LLP as auditors will be presented at the AGM.

ON BEHALF OF THE BOARD

John Devine, Chairman

Date: 25th November 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05757493 (England and Wales)

Registered Charity number

1118947

Registered Office

122 Tinkers Lane
Windsor
Berkshire
SL4 4LP

With effect from 2.2.21: Alexander Devine Children's Hospice
Snowball Hill
Maidenhead, Berkshire
SL6 3LU

Trustees

Mr John Devine MBA BA (Hons) CMgr MCMI Co-Founder (Chairman)

Dr Fiona Devine Co-Founder (Secretary)

Mrs Helen Johnson

Dr Andrew Boon BSC MD FRCP DCH

Mr Fraser Silvey

Mr Warren Tonkinson

Trustees are also Directors of the company and members of the Charity

Patrons

Rt Hon Theresa May MP

Sir Michael Parkinson CBE

Dr Sanjiv Mata

Mr Nick Parkinson

Dr Peter Sebire

Air Marshall Sir Ian Macfadyen CB OBE

Mr John Barley BEM

Mr Mark Beard

Key Management Staff

Dr Fiona Devine, CEO

Dr Helen Bennett, Director of Care

Mr Andrew Rice, Director Finance

Mr Warren King, Director of HR and Wellbeing

Mrs Harjit Bola, Director of Fundraising

Hospice

Snowball Hill
Maidenhead
Berkshire
SL6 3LU

Telephone

01628 822777
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Website

www.alexanderdevine.org

Email

fundraising@alexanderdevine.org

Auditors

HW Fisher LLP
Chartered Accountants
Acre House
11-15 William Road
London
NW1 3ER

Bankers

HSBC Bank Plc
25 High Street
Windsor
Berkshire
SL4 1LN

Barclays Bank Plc
29-30 High Street
Windsor
Berkshire
SL4 1PG

Shawbrook Bank
Lutea House,
Warley Hill Business Park
Great Warley, Brentwood
Essex, CM13 3BE

Solicitors

Russell-Cooke
2 Putney Hill
London
SW15 6AB

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF ALEXANDER DEVINE CHILDREN'S CANCER TRUST

OPINION

We have audited the financial statements of Alexander Devine Children's Cancer Trust (the 'charity') for the year ended 31st March 2021 which comprise the statement of financial activities, the balance sheet the statement of cash flows, and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 charity'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. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

OPINIONS ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

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

- the information given in the Trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Trustees' report has been prepared in accordance with applicable legal requirements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the Trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the 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
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions

in preparing the Trustees' report and from the requirement to prepare a strategic report.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the charitable charity for the purpose 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 charitable charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the 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

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, is detailed below.

As part of our planning process;

- We enquired of management the systems and controls the charity has in place, the areas of the financial statements that are most susceptible to the risk of irregularities and fraud, and whether there was any known, suspected or alleged fraud. The charity did not inform us of any known, suspected or alleged fraud.
- We obtained an understanding of the legal and regulatory frameworks applicable to the charity. We determined that the following were most relevant: FRS 102, The Companies Act 2006, The Charities SORP and The Charities Act 2011.
- We considered the incentives and opportunities that exist in the charity, including the extent of management bias, which present a potential for irregularities and fraud to be perpetuated, and tailored our risk assessment accordingly.
- Using our knowledge of the charity, together with the discussions held with the charity at the planning stage, we formed a conclusion on the risk of misstatement due to irregularities including fraud and tailored our procedures according to this risk assessment.

The key procedures we undertook to detect irregularities including fraud during the course of the audit included:

- Identifying and testing journal entries and the overall accounting records, in particular those that were significant and unusual.
- Reviewing the financial statement disclosures and determining whether accounting policies have been appropriately applied.
- Reviewing and challenging the assumptions and judgements used by management in their significant accounting estimates.
- Assessing the extent of compliance, or lack of, with the relevant laws and regulations.
- Reviewing documentation such as the charity board minutes for discussions of irregularities including fraud.
- Obtaining third-party confirmation of material bank balances.
- Documenting and verifying all significant related party balances and transactions.
- Performing a physical verification of key assets

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements even though we have properly planned and performed our audit in accordance with auditing standards. The primary responsibility for the prevention and detection of irregularities and fraud rests with those charged with governance of the entity.

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. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Sailesh Mehta (Senior Statutory Auditor) for and on behalf of HW Fisher LLP

Chartered Accountants
Statutory Auditor Acre House
11-15 William Road London
NW1 3ER
United Kingdom

21st December 2021

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2021 Total funds £	2020 Total funds £
INCOME from						
Donations and legacies	2	817,283	942,579	-	1,759,862	1,417,652
Trading activities	3	42,462	-	-	42,462	128,920
Other	1c	81,815	-	-	81,815	3,451
Investment		4,634	-	-	4,634	17,052
Total income		946,194	942,579	-	1,888,773	1,567,075
EXPENDITURE on						
Raising funds	4	343,003	239	5,835	349,077	468,781
Charitable activities	5	226,090	930,681	124,117	1,280,888	967,385
Total expenditure		569,093	930,920	129,952	1,629,965	1,436,166
NET INCOME BEFORE TRANSFERS		377,101	11,659	(129,952)	258,808	130,909
Transfers		(8,908)	(44,575)	53,483	-	-
Net movement in funds	16	368,193	(32,916)	(76,469)	258,808	130,909
RECONCILIATION OF FUNDS						
Total funds brought forward	16	3,107,337	134,725	6,557,755	9,799,817	9,668,908
TOTAL FUNDS CARRIED FORWARD	16	3,475,530	101,809	6,481,286	10,058,625	9,799,817

The statement of financial activities also complies with the requirements for the income and expenditure account under the Companies Act 2006. All Income and expenditure derives from continuing activities.

Notes 1 to 18 form part of these financial statements.

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST MARCH 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2020 Total funds £	2019 Total funds £
INCOME from						
Donations and legacies	2	1,131,766	285,886	-	1,417,652	2,584,191
Trading activities	3	128,920	-	-	128,920	128,791
Other	1c	3,451	-	-	3,451	(100,000)
Investment		17,052	-	-	17,052	8,243
Total income		1,281,189	285,886	-	1,567,075	2,621,225
EXPENDITURE on						
Raising funds	4	459,644	3,340	5,797	468,761	378,381
Charitable activities	5	536,001	308,065	123,319	967,385	924,316
Total expenditure		995,645	311,405	129,116	1,436,166	1,302,697
NET INCOME BEFORE TRANSFERS		285,544	(25,519)	(129,116)	130,909	1,318,528
Transfers		79,582	(79,582)	-	-	-
Net movement in funds	16	365,126	(105,101)	(129,116)	130,909	1,318,528
RECONCILIATION OF FUNDS						
Total funds brought forward	16	2,742,211	239,826	6,686,871	9,668,908	8,350,380
TOTAL FUNDS CARRIED FORWARD	16	3,107,337	134,725	6,557,755	9,799,817	9,668,908

The statement of financial activities also complies with the requirements for the income and expenditure account under the Companies Act 2006. All Income and expenditure derives from continuing activities.

Notes 1 to 18 form part of these financial statements.

BALANCE SHEET

AS AT 31ST MARCH 2021

		2021	2020
	Notes	£	£
FIXED ASSETS			
Tangible assets	11	6,678,242	6,826,359
CURRENT ASSETS			
Stocks		1,333	1,910
Debtors: amounts falling due within one year	12	166,917	42,985
Cash at bank and in hand		70,777	162,430
Cash on deposit		3,536,716	2,875,146
		3,775,743	3,082,471
CREDITORS			
Amounts falling due within one year	13	(395,360)	(109,013)
NET CURRENT ASSETS		3,380,383	2,973,458
NET ASSETS		10,058,625	9,799,817
FUNDS	16		
Unrestricted funds:			
Reserves		2,128,574	1,688,733
Designated		1,346,956	1,418,604
		3,475,530	3,107,337
Restricted funds:			
Restricted fund		101,809	134,725
Endowment funds:			
Property		6,481,286	6,557,755
TOTAL FUNDS		10,058,625	9,799,817

Notes 1 to 18 form part of these financial statements.

The financial statements were approved by the Board on 25th November 2021 and were signed on its behalf by:

John Devine – Chairman

Company Registration No. 05757493

STATEMENT OF CASH FLOWS

	Notes	2021 £	2022 £
Cash flows from operating activities:			
Net cash provided by operating activities	17	633,131	281,060
Cash flows from investing activities:			
Investment income		4,634	17,052
Purchase of property, plant and equipment		(67,848)	(146,916)
Sale proceeds from disposal of property, plant and equipment		-	-
Net cash provided by (used in) investing activities		569,917	151,196
Cash flows from financing activities		-	-
Change in cash and cash equivalents in the reporting period		569,917	151,196
Cash and cash equivalents at the beginning of the reporting period		3,037,576	2,886,380
Cash and cash equivalents at the end of the reporting period		3,607,493	3,037,576

NOTES TO THE FINANCIAL STATEMENTS

1a. ACCOUNTING POLICIES

Charity information

Alexander Devine Children's Cancer Trust is a private company limited by guarantee incorporated in England and Wales. The registered office was moved from 122 Tinkers Lane, Windsor, Berkshire, SL4 4LP to Alexander Devine Children's Hospice, Snowball, Hill, Maidenhead, Berks, SL6 3LU in January 2021.

Accounting convention

The financial statements have been prepared in accordance with the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

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

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

Going concern

At the time of approving the financial statements, despite the effects of COVID-19, given the reserves held, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Income

- Donations and legacies are recognised as income when receivable, except insofar as they are incapable of financial measurement.
- Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable, or any requirement imposed on the grant is fulfilled.
- Investment income is recognised on a receivable basis.

Expenditure

- Costs of raising funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds and an apportionment of support costs.
- Costs of charitable activities comprise all expenditure identified as wholly or mainly attributable to achieving the objectives of the charity. These costs include staff costs, wholly or mainly attributable support costs and an apportionment of support costs.

Impairment of fixed assets

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

Financial instruments

The charity 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 charity’s balance sheet when the charity becomes party to the contractual provisions of the instrument.

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

Basic financial assets

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

Basic financial liabilities

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

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

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

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life. Items costing over £1,000 are capitalised.

Office equipment – 20% on cost

Computer equipment – 25% on cost

Hospice equipment – 20% on cost

Completed freehold buildings – 2% on cost

Land is not depreciated

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Debtors

Debtors include amounts owed to the charity for the provision of goods and services as well as amounts paid in advance for goods and services it will receive.

Cash at bank and in hand

Cash at bank and in hand is held to meet short term commitments as they fall due rather than for investment purposes.

Cash on deposit

Cash on deposit represents monies held on a short-term basis in excess of immediate requirements which are invested to produce investment income.

Creditors

Creditors include amounts due for goods and services provided to the charity and income received in advance.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Endowment funds represent the value of the building and land. This is not readily realisable as the donors of the land restricted the use of the land.

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

Further explanation of the nature and purpose of each fund is included in note 16 to the financial statements.

Support

Support costs are split between charitable activities and the cost of raising funds on the basis of the number of staff employed in each activity.

1b. CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

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

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

The Trustees do not consider there to be any critical accounting estimates or judgements in preparing the financial statements.

1c. OTHER INCOME

£81,815 (2020: £3,451) was received in respect of furlough payments from HMRC.

The charity claimed damages for breach of covenant over land adjacent to their premises in 2017. £150,000 plus costs was awarded by the Lands Tribunal. However, the Trustees did not think this was adequate compensation and successfully appealed during the year 2018/19. The Lands Tribunal ruling was set aside and £150,000 damages were repaid. £50,000 was awarded in costs as an interim amount on account. The net amount of these transactions amounting to a charge of £100,000 was shown in other income in 2018/19. The other party made a counter appeal but were not successful. The Trustees are now negotiating suitable compensation. All costs incurred during the year are shown in note 9.

2. INCOME FROM DONATIONS AND LEGACIES

	2021 Restricted £	2021 Unrestricted £	2021 Total £	2020 Total £
Individual donations	3,000	173,763	176,763	151,302
Collections	-	4,119	4,119	37,109
Community	(2,288)	100,397	98,109	194,092
Gift aid	-	50,285	50,285	33,491
Corporate donations	39,000	261,525	300,525	317,814
Trust and Foundations	235,673	143,458	379,131	522,890
In memory	-	15,002	15,002	13,265
Legacies	-	4,500	4,500	6,000
Sponsored events	-	64,234	64,234	70,770
Clinical Commissioning Group income	100,158	-	100,158	-
NHS England COVID-19 support	460,657	-	460,657	-
Department of Health Grant	106,379	-	106,379	70,919
	942,579	817,283	1,759,862	1,417,652

	2020 Restricted £	2020 Unrestricted £	2020 Total £
Individual donations	3,680	147,622	151,302
Collections	-	37,109	37,109
Community	580	193,512	194,092
Gift aid	-	33,491	33,491
Corporate donations	61,276	256,538	317,814
Trust and Foundations	149,431	373,459	522,890
In memory	-	13,265	13,265
Legacies	-	6,000	6,000
Sponsored events	-	70,770	70,770
Department of Health Grant	70,919	-	70,919
	285,886	1,131,766	1,417,652

Note the income figure for trusts in 2021 includes £nil (2020: £296,000) from one trust donated as unrestricted funds.

3. INCOME FROM OTHER TRADING ACTIVITIES

	2021 Unrestricted £	2020 Unrestricted £
Fundraising events	32,547	82,491
Volunteer events	8,493	42,082
Recycling	14	15
Sale of merchandise	1,408	1,916
Recharge of costs	-	2,416
	42,462	128,920

4. EXPENDITURE ON RAISING FUNDS

	2021 Restricted £	2021 Endowment £	2021 Unrestricted £	2021 Total £	2020 Total £
Staff and recruitment costs	-	-	204,340	204,340	263,179
Share of hospice costs	-	-	8,230	8,230	3,985
Share of hospice depreciation	-	5,835	3,050	8,885	8,339
Fundraising events and other direct costs	-	-	14,639	14,639	27,394
Cost of merchandise sold	-	-	1,533	1,533	935
Cost of sponsored events	-	-	396	396	9
Share of support and governance costs	239	-	110,815	111,054	164,940
	239	5,835	343,003	349,077	468,781

	2020 Restricted £	2020 Endowment £	2020 Unrestricted £	2020 Total £
Staff and recruitment costs	-	-	263,179	263,179
Share of hospice costs	-	-	3,985	3,985
Share of hospice depreciation	-	5,797	2,542	8,339
Fundraising events and other direct costs	-	-	27,394	27,394
Cost of merchandise sold	-	-	935	935
Cost of sponsored events	-	-	9	9
Share of support and governance costs	3,340	-	161,600	164,940
	3,340	5,797	459,644	468,781

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	2021 Restricted £	2021 Endowment £	2021 Unrestricted £	2021 Total £	2020 Total £
Staff and recruitment costs	494,986	-	93,848	588,834	418,792
Other direct costs	22,189	-	2,778	24,967	28,302
Payments to NHS for external nursing costs	-	-	-	-	29,411
Payments to NHS for paediatrician support	5,291	-	1,788	7,079	5,378
Patients Christmas party	-	-	-	-	1,405
CQC subscription	1,445	-	488	1,933	1,933
Share of hospice running costs	137,256	-	37,800	175,056	84,778
Share of hospice depreciation	48,496	124,117	16,393	189,006	177,384
Share of support and governance costs	221,018	-	72,995	294,013	220,002
	930,681	124,117	226,090	1,280,888	967,385

	2020 Restricted £	2020 Endowment £	2020 Unrestricted £	2020 Total £
Staff and recruitment costs	276,120	-	142,672	418,792
Other direct costs	21,254	-	7,048	28,302
Payments to NHS for external nursing costs	-	-	29,411	29,411
Payments to NHS for paediatrician support	-	-	5,378	5,378
Patients Christmas party	75	-	1,330	1,405
CQC subscription	-	-	1,933	1,933
Share of hospice running costs	-	-	84,778	84,778
Share of hospice depreciation	-	123,319	54,065	177,384
Share of support and governance costs	10,616	-	209,386	220,002
	308,065	123,319	536,001	967,385

In addition to the care staff employed directly, the charity also supported the cost of a palliative care nurse based at The Royal Berkshire NHS Trust Hospitals for most of last year. This has now ceased.

6. SUPPORT AND GOVERNANCE COSTS

	2021 £	2020 £
Support costs		
Staff and recruitment costs	297,575	277,675
Office rent and utilities	18,208	18,272
Telephone, bank costs, printing and other costs	44,222	45,901
Travel costs	32	488
Consultancy	813	-
Insurance	20,055	19,083
Depreciation	18,075	17,983
	398,980	379,402
Governance costs		
Audit fee	5,420	4,949
Trustee expenses	667	591
	6,087	5,540
Total support and governance costs	405,067	384,942
Reallocated to raising funds	111,054	164,940
Reallocated to charitable activities	294,013	220,002
	405,067	384,942

Support and governance costs are split between charitable activities and cost of raising funds on an assessment of the workload of each employee allocated to support.

7. NET INCOME

Net income is stated after charging:

	2021 £	2020 £
Depreciation – owned assets	215,965	203,706
Auditors remuneration	5,420	4,949
Auditors other fees	-	-

8. TRUSTEES' REMUNERATION AND BENEFITS

Apart from as set out below, there were no Trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020. Trustees' expenses paid for the year ended 31st March 2021 were £667 (2020: £591) paid to one Trustee (2020: two Trustees). These sums were paid in reimbursement of items purchased on behalf of the charity.

The Charity Commission has given approval for the employment of Dr Fiona Devine as CEO. Her total remuneration for the year to 31st March 2021 amounted to £69,513 (2020: £68,316). Employer National insurance costs on this amounted to £8,380 (2020: £8,236) and pension costs to £2,085 (2020: £2,049).

There are no other related party transactions other than those disclosed above.

9. HOSPICE COSTS

	2021 £	2020 £
Utilities	23,115	30,641
Depreciation of buildings and equipment	197,891	185,723
Equipment maintenance	12,947	17,045
Legal costs (see note 1c)	140,994	34,736
General running costs	6,230	6,341
	381,177	274,486
Reallocated to raising funds	17,115	12,324
Reallocated to charitable activities	364,062	262,162
	381,177	274,486

Hospice costs are split between charitable activities and cost of raising funds on the basis of area occupied.

10. STAFF COSTS

	2021 £	2020 £
Wages and salaries		
Charitable activities	490,380	339,154
Fundraising activities	182,758	233,115
Support and governance	262,338	239,652
Total wages and salaries	935,476	811,921
Employer National Insurance	80,975	73,116
Travel and uniforms	12,319	19,464
Staff training	9,475	3,435
Pension costs	48,082	39,395
Recruitment fees	4,422	12,315
	1,090,749	959,646

There were 14 permanent full-time employees and 18 part time employees as at 31st March 2021, equal to 25.34 (2020: 25.14) full-time employees. The average number of full-time equivalent employees during the year was 24.77 (2020: 24.39).

No employee earned more than £60,000 per annum apart from Dr Devine as above. Remuneration for the five key management staff in the year was £276,774 (2020: five staff, £269,201).

11. TANGIBLE FIXED ASSETS

	Lands and Buildings £	Hospice Equipment £	Office Equipment £	Computer Equipment £	Total £
COST					
At 1st April 2020	6,955,808	330,962	11,024	86,750	7,384,544
Additions	53,484	11,974	-	2,390	67,848
Disposals	-	-	(9,462)	(16,697)	(26,159)
As at 31st March 2021	7,009,292	342,936	1,562	72,443	7,426,233
DEPRECIATION					
At 1st April 2020	398,053	90,605	10,658	58,869	558,185
Charge for year	129,952	67,939	312	17,762	215,965
Disposals	-	-	(9,462)	(16,697)	(26,159)
As at 31st March 2021	528,005	158,544	1,508	59,934	747,991
NET BOOK VALUE					
At 31st March 2021	6,481,287	184,392	54	12,509	6,678,242
At 31 st March 2020	6,557,755	240,357	366	27,881	6,826,359

Land was gifted to the charity in March 2012 and was valued at £500,000. The cost of fees, construction and of additional work, have been capitalised and added to the cost of land.

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Prepayments	11,654	12,075
Other debtors	142,362	16,434
Floats	-	200
Gift aid outstanding	6,060	4,545
VAT due from HMRC	5,989	6,598
Interest receivable	852	3,133
	166,917	42,985

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Social security and other taxes	20,482	17,298
Income received in advance	117,440	5,540
Accruals	249,502	79,197
Pension payments due	7,936	6,978
	395,360	109,013

14. COMMITMENTS UNDER OPERATING LEASES

At 31st March 2021, the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Expiry date:		
Within one year	7,000	11,667
Between two and five years	-	-
	7,000	11,667

15. CAPITAL COMMITMENTS

There were no capital commitments at 31st March 2021 (2020: £nil).

16. MOVEMENT IN FUNDS

	At 1 st April 2020 £	Net Movement in funds £	At 31 st March 2021 £
Unrestricted funds			
Designated	1,418,604	(71,648)	1,346,956
Free reserves	1,688,733	439,841	2,128,574
Restricted funds			
Restricted	134,725	(32,916)	101,809
Endowment fund	6,557,755	(76,469)	6,481,286
TOTAL FUNDS	9,799,817	258,808	10,058,625

	At 1 st April 2019 £	Net Movement in funds £	At 31 st March 2020 £
Unrestricted funds			
Designated	946,278	472,326	1,418,604
Free reserves	1,795,933	(107,200)	1,688,733
Restricted funds			
Restricted	239,826	(105,101)	134,725
Endowment fund	6,686,871	(129,116)	6,557,755
TOTAL FUNDS	9,668,908	130,909	9,799,817

The endowment fund represents the value of land donated on 28th March 2012 plus amounts spent on the building less depreciation.

There is a covenant in the transfer agreement that the land may only be used for a hospice, hospital or nursing home and a change of use could not be attempted without the approval of the donors or their successors.

Designated funds were set aside by the Trustees for further work on the hospice and gardens and for ongoing maintenance for the hospice, and also to take account of the amounts tied up in fixed assets that cannot readily be realised.

FUND BALANCES AT 31ST MARCH 2021

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total £
Tangible fixed assets	196,956	-	6,481,286	6,678,242
Current assets	3,673,934	101,809	-	3,775,743
Creditors: amounts falling due within one year	(395,360)	-	-	(395,360)
TOTAL FUNDS AS AT 31st MARCH 2021	3,475,530	101,809	6,481,286	10,058,625

FUND BALANCES AT 31ST MARCH 2020

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total £
Tangible fixed assets	268,604	-	6,557,755	6,826,359
Current assets	2,947,746	134,725	-	3,082,471
Creditors: amounts falling due within one year	(109,013)	-	-	(109,013)
TOTAL FUNDS AS AT 31st MARCH 2020	3,107,337	134,725	6,557,755	9,799,817

PURPOSE OF RESTRICTED FUNDS

Restricted funds must be used in accordance with specific conditions imposed by donors.

	At 1 st April 2020 £	Incoming Resources £	Resources Expended £	Transfers £	At 31 st March 2021 £
Alexander's Nursing team	19,428	77,151	(66,819)	-	29,760
Local Clinical Commissioning	-	100,158	(100,158)	-	-
NHS palliative care funding	-	106,379	(106,379)	-	-
NHS England COVID funding	-	460,657	(460,657)	-	-
Play specialist	8,639	1,000	(9,639)	-	-
Additional nurse	60,746	185,452	(182,713)	-	63,485
Hospice gardens	37,375	-	-	(37,375)	-
Equipment	8,537	11,782	(4,555)	(7,200)	8,564
Total Restricted funds	134,725	942,579	(930,920)	(44,575)	101,809

	At 1 st April 2019 £	Incoming Resources £	Resources Expended £	Transfers £	At 31 st March 2020 £
Alexander's Nursing team	26,601	71,987	(79,160)	-	19,428
NHS palliative care funding	-	70,919	(70,919)	-	-
Play specialist	37,844	20,668	(49,873)	-	8,639
Additional nurse	51,324	113,450	(104,028)	-	60,746
Additional carer	-	-	-	-	-
Hospice building and gardens	105,707	-	-	(68,332)	37,375
Equipment	18,350	8,862	(7,425)	(11,250)	8,537
Total Restricted funds	239,826	285,886	(311,405)	(79,582)	134,725

The Alexander Nursing team fund arose from a number of donations, which were restricted to the care team associated activities and is being spent on providing direct care and support to life limited children and their families.

Local Clinical Commissioning relates to payments from the local Clinical Commissioning Group to be spent on our clinical nurse specialists.

NHS palliative care funding is a Section 64 grant from the Department of Health specifically for the cost of palliative care in the community.

NHS England COVID funding is funding that was awarded to allow the hospice to make available bed capacity and community support from April 2020 to July 2020 to provide support to children with complex needs in the context of the COVID-19 situation and to provide bed capacity and community support from November 2020 to March 2021 for the same purpose.

Donations have also been received to fund a play specialist as well as an additional nurse and carer.

The gardens fund was set up to raise money to construct gardens for the hospice. Donations to this fund are set against expenditure on the gardens.

A number of other donations have been received for equipment for the hospice. Some of these are restricted to specific items.

The transfers arose in respect of expenditure on gardens and equipment which was directly allocated to the balance sheet and not to the income and expenditure account.

17. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net income for the reporting period (as per the statement of financial activities)	258,808	130,909
Adjustments for:		
Depreciation charges	215,965	203,706
Investing activities	(4,634)	(17,052)
Decrease / (Increase) in stocks	577	(15)
(Increase) in debtors	(123,932)	(21,414)
Increase / (decrease) in creditors	286,347	(15,074)
Net cash provided by operating activities	633,131	281,060

18. ANALYSIS OF NET CHANGES IN FUNDS

The charity had no debt during the year.