

**OXFORD CENTRE FOR EDUCATION AND RESEARCH IN PALLIATIVE CARE:
SOBELL HOUSE**

**Charity Registration Number: 1172165
Company Registration Number: 10647198**

Financial Statements

for the year ended

31st March 2022

Wenn Townsend

Chartered Accountants

Oxford

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Oxford Centre for Education and Research in Palliative Care: Sobell House

Reference and administrative details

Charity Registration Number:	1172165
Company Registration Number:	10647198
Trustees:	T Harrison J Holloran G Nineham M Thomas S Yates
Secretary:	D Gardner (until 19th October 2021)
Registered Office:	30 St Giles Oxford OX1 3LE
Auditors:	Wenn Townsend Chartered Accountants and Registered Auditors 30 St Giles Oxford OX1 3LE
Bankers:	Barclays Bank plc Oxford City Centre Branch Oxford OX1 3HB
Investment Managers:	Quilter Cheviot Limited 1 Kingsway London WC2B 6AN

Oxford Centre for Education and Research in Palliative Care: Sobell House

Trustees' Annual Report (including Directors' Report) for the year ended 31st March 2022

The Trustees present their report and the audited financial statements of the Oxford Centre for Education and Research in Palliative Care (OxCERPC) charity for the year ended 31st March 2022. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

This report describes the fourth year of OxCERPC. Although OxCERPC is a relatively young charity though education and research have taken place in Sobell House for 45 years.

Trustees of the Charity

The directors of the charitable company are its trustees for the purposes of charity law. The Trustees who have served during the year and since the year end were as follows:

John Holloran (Chair of the Board of Trustees)

Sharon Yates

Mary Thomas

Tim Harrison

Gillian Nineham

Objectives and Activities

The aim of the Charity is to support patient care by developing and educating health and social care staff to deliver care of high quality. Research supports patient care by looking at evidence, posing questions and seeking to find answers which will change practice.

The Objects of the Charity for public benefit are:

1. To advance the education of the public in general (and particularly amongst those working in health and social care) in all areas relating to palliative care and/or pain relief; and/or
2. To promote research for the public benefit in all aspects of palliative care and/or pain relief and to publish the results as the Trustees think fit; and/or
3. To relieve the need and/or to relieve sickness and to preserve the health of the patients of Sobell House in Oxfordshire, and in any other places as the Trustees from time to time decide, by any charitable means as the Trustees from time to time decide.

The staff and Trustees are proud of meeting our objects this year as delivered through our educational and research activities. The global pandemic continues to influence the provision of education, and courses in the financial year to 31st March 2022 were mostly delivered virtually.

Education

- Teaching was delivered to over 1,220 people (2020/21 – 600, 2019/20 – 1,915)
- Courses delivered were evaluated to assess impact. The rate of feedback has fallen with virtual teaching
- Mary Miller chaired or supported 3 webinars – focussing on skills to care for those dying of Covid-19 (180 delegates in total).
- Mary Miller was an invited guest speaker on a virtual debate in Cork University, Republic of Ireland, PEACE hospice 40th anniversary and an Association of Palliative Medicine event.
- Kate Butcher and Mary Miller were invited guest speakers at a Palestinian nursing seminar and co-hosted a seminar with colleagues in Cambridge.
- Participated virtually in Cicely Saunders international annual lecture
- Mary Miller continues as an elected member of the Association of Palliative Medicine Education and Training Committee and a co-lead of the Postgraduate Medical Education Special Interest Forum.

Oxford Centre for Education and Research in Palliative Care: Sobell House

Trustees' Annual Report (including Directors' Report) for the year ended 31st March 2022 (continued)

Objectives and Activities (continued)

International work

- OxCERPC has not been able to host visitors as a consequence of the pandemic

Research work

- Oxford site has rejoined the national MEFAC study and is exploring collaboration in other projects
- SUPPORT study results are being analysed
- In 2020/21 there were 12 research papers published by authors associated with OxCERPC and 5 posters that were brought to national and international conference.
- Started quarterly research meetings in 2022. This aims to raise interest in research, help support staff acquire skills and support staff to bring work to publication
- Mary Miller was appointed (2022) as the regional representative of the Palliative Care Research Society
- Mary Miller is awaiting publication of a book chapter
- Mary Miller is editing a book 'Challenging Cases'

Activities – organisational:

- Kate Butcher continues to offer time to the NHS vaccination programme. OxCERPC receives remuneration for this time.
- OxCERPC received a grant (£100,000) from Health Education England

Public Benefit Statement

The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

The Trustees report that the pandemic continues to have an impact on the work of OxCERPC in 2021/22.

Financial Review

The number of delegates remains below the pre-pandemic numbers, the income from educational activity increased to £306,332 (£140,645 in 2020/21, £319,912 in 2019/20). Advanced courses in pain and symptom management accounted for 42% of the current course portfolio. In addition, OxCERPC received a grant from HEE for £100,000.

In November 2017, the Trustees invested £250,000 with Quilter Cheviot Ltd. £50k was drawn from mid-year 2020/21. As at 31st March 2022 the investment fund was valued at £191,464, having made a gain of circa £8,500 and having drawn down a further £50k. The decision to draw down was made to spread risk given the global market situation.

Free reserves at the year end were £371,290. The operational reserve is £80k (6 months costs). The remaining reserve includes £100k which will be used to deliver education in 2022/23 and £80k identified to employ additional staff to support the educational programme.

Restricted Funds totalled £51,103 at the end of the year. The Trustees have agreed a spending plan for 2021/22 to support fund objectives.

Oxford Centre for Education and Research in Palliative Care: Sobell House

Trustees' Annual Report (including Directors' Report) for the year ended 31st March 2022 (continued)

Plans for Future Periods

- Balancing our course offer with face to face and virtual events
- Building capacity by identifying a cohort of educators
- Marketing our courses in order to maintain a positive balance and enable development
- Maintain an active website and social media profile that changes weekly and offers information and support to our customers
- Deliver the course programme for 2022/23
- Continue to develop a research culture by helping staff develop posters and presentations at Conferences

The plans aim to support the objectives, developing education and research in addition to supporting healthcare and social care staff in developing skills to care for those who are at the end of their life underpinned by a sustainable business model.

Structure, Governance and Management

The Charitable Company is governed by its Memorandum and Articles of Association which were adopted on incorporation on 1st April 2017. It is registered as a Charity with the Charity Commission. The liability of members in the event of a winding up is limited by guarantee to an amount not exceeding £1 per member. At the balance sheet date there were six members.

The Board of Trustees, when complete, comprises a Chairman and 3 – 5 Trustees. The Trustees can fill any casual vacancy in their number. Trustees are selected, as required, to fill particular skill requirements on the Board of Trustees. Prospective Trustees are invited to make a series of introductory visits to the Hospice, Sobell House Hospice Charity offices and OxCERPC prior to being formally elected as Trustees.

The Board of Trustees meets four times a year. All policy and strategy decisions are formally tabled for approval at the Trustees' quarterly meetings. Decisions concerning the day to day running of the Charity are delegated to the director (Dr Mary Miller 0.4 WTE) and the team (5 people – 3 WTE).

Key Management Personnel Remuneration

The Trustees consider the director as the key management personnel of the Charity in charge of directing and controlling the Charity and running and operating the Charity on a day to day basis.

All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of Trustee expenses and related party transactions are disclosed in note 6 to the accounts.

Trustees are required to disclose all relevant interests and in accordance with the Charity's policy withdraw from decisions where a conflict of interest arises.

The pay of the employees is in line with their employer's NHS terms and conditions. One employee is employed by Sobell House Hospice Charity but seconded to OxCERPC. That employee's pay and conditions are in line with those of Sobell House Hospice Charity.

Risk management

The pandemic continues to cause uncertainty. While there is an ambitious programme in place to continue to achieve a positive financial balance, staff being freed up from clinical duties and available to attend courses is uncertain. Several charities have ceased funding of palliative care education so funding from HEE and restricted funds will be needed to enable staff to attend courses.

The Trustees are cognisant of the risks of trying to balance face to face courses with virtual education. Currently, face to face courses are considerably more expensive than pre-pandemic.

Oxford Centre for Education and Research in Palliative Care: Sobell House

**Trustees' Annual Report (including Directors' Report)
for the year ended 31st March 2022 (continued)**

Trustees' responsibilities statement

The trustees (who are also directors of Oxford Centre for Education and Research in Palliative Care: Sobell House for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- 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;
- 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 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 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.

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

On behalf of the Board

Signature:
Sharon Yates, Trustee

Date: 26th July 2022

Oxford Centre for Education and Research in Palliative Care: Sobell House

Independent Auditor's Report to the Members of Oxford Centre for Education and Research in Palliative Care: Sobell House

Opinion

We have audited the financial statements of Oxford Centre for Education and Research in Palliative Care: Sobell House (the 'charitable company') for the year ended 31st March 2022 which comprise the Statement of Financial Activities, the Balance Sheet and 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 2022, 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 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 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 trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. 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.

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

We have nothing to report in this regard.

**Independent Auditor's Report to the Members of
Oxford Centre for Education and Research in Palliative Care: Sobell House (continued)**

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' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' 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 directors' 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 directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 5, 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 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 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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Enquiry of management, those charged with governance and the entity's solicitors around actual and potential litigation and claims;
- Enquiry of entity staff in tax and compliance functions to identify any instances of non-compliance with laws and regulations;
- Reviewing minutes of meetings of those charged with governance;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias.

Oxford Centre for Education and Research in Palliative Care: Sobell House

**Independent Auditor's Report to the Members of
Oxford Centre for Education and Research in Palliative Care: Sobell House (continued)**

Auditor's responsibilities for the audit of the financial statements (continued)

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

A further description of our responsibilities for the audit of the financial statements is located 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 auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

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Benjamin Hayes BSc FCA (Senior Statutory Auditor)
For and on behalf of Wenn Townsend
Chartered Accountants and Statutory Auditor
30 St Giles
Oxford OX1 3LE

26th July 2022

Oxford Centre for Education and Research in Palliative Care: Sobell House

Statement of Financial Activities
(including Income and Expenditure Account)
for the year ended 31st March 2022

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Unrestricted funds £	Restricted funds £	Total 2021 £
Income from:							
Charitable activities	2	391,299	15,033	406,332	140,645	6,502	147,147
Investments	3	2,158	-	2,158	4,871	-	4,871
Total income		<u>393,457</u>	<u>15,033</u>	<u>408,490</u>	<u>145,516</u>	<u>6,502</u>	<u>152,018</u>
Expenditure on:							
Charitable activities	4	(276,270)	(29,861)	(306,131)	(216,656)	(18,309)	(234,965)
Total expenditure		<u>(276,270)</u>	<u>(29,861)</u>	<u>(306,131)</u>	<u>(216,656)</u>	<u>(18,309)</u>	<u>(234,965)</u>
Net gains on investments	9	8,488	-	8,488	63,659	-	63,659
Net income/(expenditure)		<u>125,675</u>	<u>(14,828)</u>	<u>110,847</u>	<u>(7,481)</u>	<u>(11,807)</u>	<u>(19,288)</u>
Transfers between funds	13	-	-	-	-	-	-
Net movement in funds		<u>125,675</u>	<u>(14,828)</u>	<u>110,847</u>	<u>(7,481)</u>	<u>(11,807)</u>	<u>(19,288)</u>
Reconciliation of funds:							
Total funds brought forward		245,615	65,931	311,546	253,096	77,738	330,834
Total funds carried forward		<u><u>371,290</u></u>	<u><u>51,103</u></u>	<u><u>422,393</u></u>	<u><u>245,615</u></u>	<u><u>65,931</u></u>	<u><u>311,546</u></u>

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

Oxford Centre for Education and Research in Palliative Care: Sobell House

**Balance Sheet
As at 31st March 2022**

	Note	2022 £	2021 £
Fixed assets			
Intangible assets	8	-	1,238
Investments	9	191,464	234,960
		<u>191,464</u>	<u>236,198</u>
Current assets			
Debtors	10	37,107	36,135
Cash at bank and in hand		255,216	164,321
		<u>292,323</u>	<u>200,456</u>
Creditors: amounts falling due within one year	11	(61,394)	(125,108)
Net current assets		<u>230,929</u>	<u>75,348</u>
Net assets		<u><u>422,393</u></u>	<u><u>311,456</u></u>
Charity Funds			
Restricted funds	13	51,103	65,931
Unrestricted funds	13	371,290	245,615
Total charity funds	14	<u><u>422,393</u></u>	<u><u>311,546</u></u>

The financial statements were approved and authorised for issue by the Board on 26th July 2022.

Signed on behalf of the Board of Trustees

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S Yates
Trustee

The notes on pages 11 to 20 form part of these financial statements.

Company registration number: 10647198

**Notes to the Accounts
for the year ended 31st March 2022**

1 Summary of significant accounting policies

(a) General information and basis of preparation

Oxford Centre for Education and Research in Palliative Care: Sobell House is a company limited by guarantee in England. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are included in the Trustees' Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

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.

(b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

(c) Income recognition

All income is included in the Statement of Financial Activities (SoFA) 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 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.

**Notes to the Accounts
for the year ended 31st March 2022 (continued)**

1 Summary of significant accounting policies (continued)

(c) Income recognition (continued)

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example, the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure. No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

Investment income is earned through holding assets for investment purposes. It includes dividends and interest. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Expenditure on charitable activities includes the cost of programmes run at the Centre, and the salary costs recharged to the charity from ORH.

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs and administrative costs. They are incurred directly in support of expenditure on the objects of the charity and include project management. Where support costs cannot be directly attributed to particular headings they have been allocated to charitable activities on a basis consistent with use of the resources.

(e) Intangible assets

Intangible assets are amortised on a straight line basis over their useful lives. The useful lives of intangible assets are as follows:

Website development expenditure:	3 years
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(f) Investments

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains / (losses) on investments' in the SoFA if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

Notes to the Accounts
for the year ended 31st March 2022 (continued)

1 Summary of significant accounting policies (continued)

(g) Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(h) Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(i) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. They have also considered the impact of COVID-19 on the charity, and reviewed projections in light of the estimated impact of this issue on operations. The resulting budgeted income and expenditure figures are deemed sufficient when coupled with the level of reserves held for the charity to be able to continue as a going concern.

2 Income from charitable activities

	2022	2021
	£	£
Course fees – advanced courses	129,765	84,225
Course fees – other programmed courses	176,001	56,420
Grants received	100,000	6,000
Donations received	566	502
	<u>406,332</u>	<u>147,147</u>

3 Income from investments

	2022	2021
	£	£
Dividends received	<u>2,158</u>	<u>4,871</u>

Notes to the Accounts
for the year ended 31st March 2022 (continued)

4 Analysis of expenditure on charitable activities

	2022	2021
	£	£
Advanced courses (including salary costs)	53,144	41,206
Other programmed courses	43,551	32,132
Specific fund costs	29,861	18,309
Salary costs	136,016	116,991
Finance staff recharges	6,239	7,970
Accountancy and bookkeeping	12,260	-
Bank charges	1,779	2,001
Website amortisation	1,238	1,650
Other support costs	16,283	8,822
Marketing and development	1,836	1,884
Governance costs (note 5)	3,924	4,000
	<u>306,131</u>	<u>234,965</u>

5 Governance costs

	2022	2021
	£	£
Finance staff recharges	1,000	1,000
Auditor's remuneration - audit fees	2,924	3,000
- other advice	-	-
	<u>3,924</u>	<u>4,000</u>

6 Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the current or preceding year.

The total amount of employee benefits received by key management personnel is £51,354 (2021: £58,547). The Trust considers its key management personnel comprises the director and trustees.

No trustees are accruing pension arrangements.

The trustees did not have any expenses reimbursed during the current or preceding year.

Oxford Centre for Education and Research in Palliative Care: Sobell House

**Notes to the Accounts
for the year ended 31st March 2022 (continued)**

7 Staff costs and employee benefits

The average monthly number of employees and full-time equivalent (FTE) during the period was as follows:

2022 Number	2022 FTE	2021 Number	2021 FTE
5	3	6	3.84
<u>5</u>	<u>3</u>	<u>6</u>	<u>3.84</u>

The total staff costs and employee benefits were as follows:

	2022 £	2021 £
Wages and salaries	165,877	143,991
	<u>165,877</u>	<u>143,991</u>

Staff costs were recharged to the charity from Oxford University Hospitals Trust, and thus the charity does not operate its own payroll.

No employees received total employee benefits (excluding employer pension costs) of over £60,000 (2021: None).

8 Intangible fixed assets

	Website development expenditure £
Cost:	
At 1st April 2021	4,950
At 31st March 2022	<u>4,950</u>
Amortisation:	
At 1st April 2021	3,712
Charge for the year	1,238
At 31st March 2022	<u>4,950</u>
Net book value:	
At 31st March 2022	<u>-</u>
At 1st April 2021	<u>1,238</u>

Oxford Centre for Education and Research in Palliative Care: Sobell House

**Notes to the Accounts
for the year ended 31st March 2022 (continued)**

9 Fixed asset investments

	Listed Investments	
	2022	2021
	£	£
Cost or valuation:		
At 1st April 2021	234,960	222,152
Additions	-	10,595
Disposals	(53,485)	(58,822)
Revaluation	8,488	63,659
Increase in cash held within portfolio	1,501	(2,624)
	<hr/>	<hr/>
At 31st March 2022	191,464	234,960
	<hr/>	<hr/>
Investments at fair value comprise:		
	2022	2021
	£	£
Equities	163,171	198,156
Securities	24,558	34,570
Cash within investment portfolio	3,735	2,234
	<hr/>	<hr/>
	191,464	234,960
	<hr/>	<hr/>

The fair value of listed investments is determined by reference to the quoted price for identical assets in an active market at the balance sheet date.

10 Debtors

	2022	2021
	£	£
Trade debtors	29,823	20,425
Prepayments and other debtors	7,284	15,710
	<hr/>	<hr/>
	37,107	36,135
	<hr/>	<hr/>

Oxford Centre for Education and Research in Palliative Care: Sobell House

**Notes to the Accounts
for the year ended 31st March 2022 (continued)**

11 Creditors: amounts falling due within one year

	2022	2021
	£	£
Deferred income (see note 12)	51,573	76,581
Accruals	6,550	48,527
Trade creditors	3,271	-
	<u>61,394</u>	<u>125,108</u>

12 Deferred income

	2022	2021
	£	£
At 1st April 2021	76,581	97,560
Additions during the year	398,291	119,666
Amounts released to income	(423,299)	(140,645)
	<u>51,573</u>	<u>76,581</u>

Income has been deferred for amounts invoiced in advance of the programme run date.

Oxford Centre for Education and Research in Palliative Care: Sobell House

**Notes to the Accounts
for the year ended 31st March 2022 (continued)**

13 Fund reconciliation

i) 2021/22

Unrestricted funds

	Balance at 01/04/21 £	Income £	Expenditure £	Investment gains £	Balance at 31/3/22 £
Unrestricted	245,615	393,457	(276,270)	8,488	371,290

Restricted funds

	Balance at 01/04/21 £	Income £	Expenditure £	Transfers £	Balance at 31/3/22 £
Strategic Health Authority grant	62,616	-	(14,634)	-	47,982
League of Friends Communications skills	3,315	-	(2,502)	-	813
HART	-	3,891	(2,620)	-	1,271
HEE Grant – Syringe Driver FILD	-	317	-	-	317
HEE Grant	-	10,825	(10,105)	-	720
	65,931	15,033	(29,861)	-	51,103

Strategic Health Authority grant

To support the provision of end of life care through education and training in the community of Oxfordshire.

League of Friends Communications skills

To support entry level communications skills training for staff in Oxford university Hospitals NHS Trust.

HART

To improve knowledge and skills of staff working in the Home reablement team.

HEE Grant – Syringe Driver FILD

For the production of a syringe driver video and videos to support education.

HEE Grant

To provide improved knowledge, skills and confidence of staff providing palliative care and end of life care in HEE South East area of practice.

Oxford Centre for Education and Research in Palliative Care: Sobell House

**Notes to the Accounts
for the year ended 31st March 2022 (continued)**

13 Fund reconciliation (continued)

ii) 2020/21

Unrestricted funds

	Balance at 01/04/20	Income	Expenditure	Investment gains	Balance at 31/3/21
	£	£	£	£	£
Unrestricted	253,096	145,516	(216,656)	63,659	245,615

Restricted funds

	Balance at 01/04/20	Income	Expenditure	Transfers	Balance at 31/3/21
	£	£	£	£	£
HEE Grant – Syringe Driver FILD	7,298	-	(6,981)	(317)	-
Community Education	48,160	502	(148)	(48,514)	-
OUH	22,280	-	(8,495)	(13,785)	-
Strategic Health Authority grant	-	-	-	62,616	62,616
League of Friends Communications skills	-	6,000	(2,685)	-	3,315
	77,738	6,502	(18,309)	-	65,931

Fund descriptions

Fund Transfers

The Funds at the end of last year were amalgamated into 3 funds with the approval of the Trustees and donors in order to more effectively apply the funds according to the original donors' wishes.

Strategic Health Authority grant

To support the provision of end of life care through education and training in the community of Oxfordshire.

League of Friends Communications skills

To support entry level communications skills training for staff in Oxford university Hospitals NHS Trust.

HEE Grant – Syringe Driver FILD

For the production of a syringe driver video and videos to support education.

OCCG: Community Education

To support staff working in the community of Oxfordshire.

OUH

To support education of Oxford University Hospitals staff.

Oxford Centre for Education and Research in Palliative Care: Sobell House

**Notes to the Accounts
for the year ended 31st March 2022 (continued)**

14 Analysis of net assets between funds

2022	Unrestricted funds £	Restricted funds £	Total £
Fixed assets (including investments)	191,464	-	191,464
Cash at bank and in hand	204,113	51,103	255,216
Other current assets/(liabilities)	(24,287)	-	(24,287)
Total	371,290	51,103	422,393

2021	Unrestricted funds £	Restricted funds £	Total £
Fixed assets (including investments)	236,198	-	236,198
Cash at bank and in hand	98,390	65,931	164,321
Other current assets/(liabilities)	(88,973)	-	(88,973)
Total	245,615	65,931	311,546

15 Related party transactions

Sobell House Hospice Charity Limited (company number 05989017) is a company limited by guarantee and has some common directors with Oxford Centre for Education and Research in Palliative Care: Sobell House (OxCERPC).

During the year, Sobell House Hospice Charity Limited incurred costs of £7,239 (2021: £29,790) on behalf of OxCERPC and recharged costs of £23,665 (2021: £13,170). At the year end, £1,747 (2021: £7,138) was owed by OxCERPC to the charity.