



## **Sisters of the Cross and Passion CIO**

### **Annual Report and Accounts**

31 March 2024

Charity Registration Number  
1185348 (England and Wales)

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## Reference and administration details of the charity, its trustees and advisers

<b>Trustees</b>	Sister Claire Dawson C.P. Sister Margaret Gorman C.P. (Sister Carmel) Sister Anne Hammersley C.P.(Deceased 26 July 2024) Sister Margaret O'Regan C.P. (Sister Therese) Sister Margaret Steed C.P. (Sister Savio)
<b>ROI Committee</b>	Sister Máire Ni Shúilleabháin C.P. Sister Anne Harnett C.P. Sister Claire Dawson C.P. Sister Carmel Miley C. P.
<b>Province Leader</b>	Sister Margaret Steed C.P. (Sister Savio)
<b>Province Bursar</b>	Mrs Sakina Lowe
<b>Principal address</b>	Cross & Passion Convent 299 Boarshaw Road Middleton Manchester M24 2PF
Telephone	0161 655 3184
Email	pltcpSisters@gmail.com
Website	www.crossandpassion.com
<b>ROI Committee Address</b>	13 Clare Road Drumcondra Dublin 9
Telephone	01 837 5511
Chairperson	Sister Clare Dawson
<b>Charity Registration Number England and Wales</b>	1185348
<b>Accountants</b>	Buzzacott LLP 130 Wood Street London EC2V 6DL
<b>Auditors</b>	Saffery LLP 10 Wellington Place Leeds LS1 4AP

## Reference and administration details of the charity, its trustees and advisers

<b>Investment Managers</b>	<p>Sarasin &amp; Partners LLP Juxon House 100 St Paul's Churchyard London EC4M 8BU</p> <p>Charles Stanley &amp; Co Limited 55 Bishopsgate London EC2N 3AS</p>
<b>Principle bankers</b>	<p>Royal Bank of Scotland plc 1 Dale Street Liverpool L2 2PP</p> <p>Bank of Ireland 2 College Green Dublin 2, D02 VR66</p>
<b>Solicitors – England and Wales</b>	<p>Wrigleys Solicitors LLP 3rd Floor, 3 Wellington Place Leeds LS1 4AP</p>
<b>Solicitors – Northern Ireland</b>	<p>Conway, Todd &amp; Co 22 Market Square Antrim BT41 4DT</p> <p>Edwards &amp; Co 28 Hill Street Belfast BT1 2LA</p>
<b>Solicitors – the Republic of Ireland</b>	<p>Mason Hayes + Curran South Bank House Barrow Street Dublin 4, D04 TR29</p>
<b>Finance and General Purposes Committee</b>	<p>Elizabeth Wilson, Wrigley's Solicitors Amanda Francis Andrew Mather, CS2</p>

## **Reference and administration details of the charity, its trustees and advisers**

### **Insurance Brokers**

Steve Burns, Marsh Insurance, UK  
Liam Conlon, Arachas, Ireland

### **Energy Broker**

Charles Lowe, EnergyFlowe Limited, UK

## Report of the trustees Year to 31 March 2024

The Trustees present their statutory report, together with the accounts of the Sisters of the Cross and Passion CIO (the 'Charity' or 'CIO'), for the year ended 31 March 2024.

The accounts have been prepared in accordance with the accounting policies set out on pages 52 to 58 and comply with the Charity's Constitution and the Charities Act 2011. The accounts also comply 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 United Kingdom and the Republic of Ireland (FRS 102).

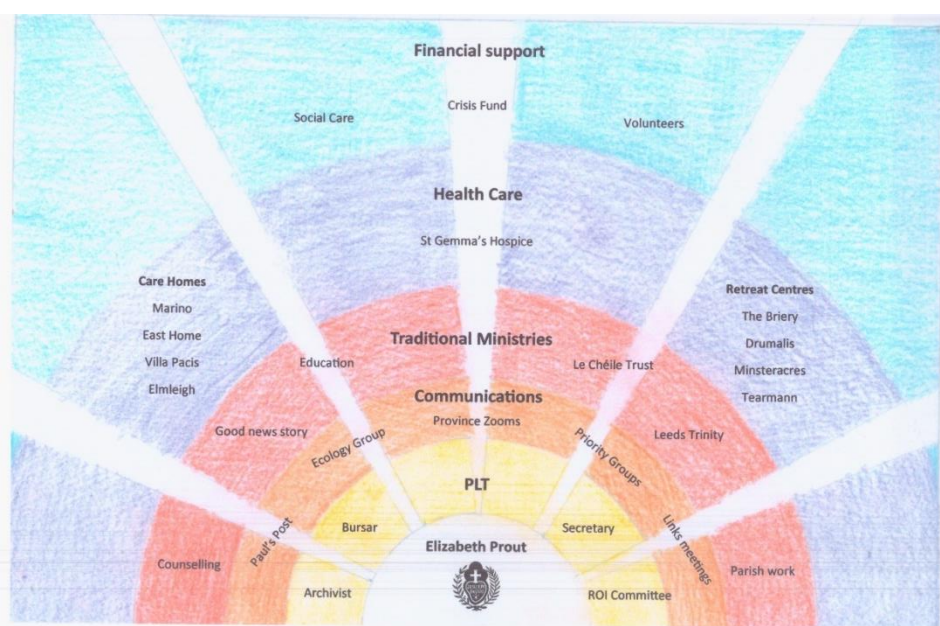
### WHO WE ARE, OUR WORK AND IMPACT

#### Introduction

The Sisters of the Cross and Passion is an international Roman Catholic Religious Congregation founded in industrial England in 1852. It is divided into a number of individual areas and provinces under the authority of the Congregational Leadership Team (CLT), members of which reside in the UK, the USA, Chile and Australia, their offices are in Larne, Co. Antrim, Northern Ireland.

The Sisters in St Paul's Province live in England, Northern Ireland and Republic of Ireland. The accounts accompanying this report are those of the Sisters of the Cross and Passion CIO, on which the assets of St Paul's Province were held during the year to 31 March 2024. The Charity is governed by the constitutions of the Sisters of the Cross and Passion CIO dated 17 September 2019 and is registered with the Charity Commission:

Charity Registration Number                      England and Wales                      1185348



**The Arcs**

## **WHO WE ARE, OUR WORK AND IMPACT** (continued)

### **Arc One – Our Foundress and her Vision**

The corporate mission of the Sisters of the Cross and Passion is to witness to the reconciling, forgiving and compassionate love of God through openness to the needs of the world and especially those of the poor and marginalised.



The Sisters of the Cross and Passion identify with Christ in his Passion, Death and Resurrection. We aspire to a more just and compassionate world, where the rights and dignity of the whole of creation is upheld and respected.

What follows is an account of the work of the CIO from 1 April 2023 to 31 March 2024. Benefits are identifiable and touch the lives of the people whom the Sisters seek to serve in all their ministries.

The objectives of the Sisters of the Cross and Passion, as stated in the Constitution of the Sisters of the Cross and Passion CIO, are the relief of poverty, the provision of relief assistance and comfort to the sick, the provision of education and the advancement of the teachings of the Roman Catholic Church (or other such charitable purposes as are lawfully authorised from time to time by the constitutions of the Congregation) by such means as are suited to the time and place in which the provision is to be made.

### **Arc Two – Province Leadership Team**

To fulfil these objectives, the Province Leadership Team, PLT, regularly evaluate their pastoral activities in the light of their charism, present day needs and requests for help in new ministries and new localities. They continue to evaluate their pastoral activities in the light of their diminishing numbers, increasing age profile and decreasing financial resources. Policies and procedures are reviewed and updated regularly in accordance with statutory regulations and Congregational objectives.

We are covenanted to be bearers of the Compassion of God by responding to the needs of the world in our time, as Venerable Elizabeth Prout, our foundress, did in hers.

### ***Lay bursar and operational manager***

One evaluation on diminishing numbers and increasing age profile resulted in the Trustees realising their need to employ additional financial lay help. A lay Bursar was appointed. This appointment freed up the Sister Bursar from the task so she could give more time and energy to the work on the Province Leadership Team who with the Congregational leader are also the Trustees of the Charity. During this last year, our lay Bursar has shown just how many skills she has and is willing to use them on our behalf. We have upgraded her position to Operational Manager. This gives her increased responsibility to manage our Care Home Managers and Retreat Directors and she is available to assist them in daily tasks of caring for the Sisters in our Care Homes and the smooth running of our Retreat Houses. Her salary was upgraded accordingly.

**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc Two – Province Leadership Team** (continued)

***ROI Committee.***

Because of the work done to incorporate to the CIO and realising that the area covered included the communities in the Republic of Ireland, the Trustees together with our Charity lawyer, in Wrigleys, and corresponding lawyer in ROI, invited three Sisters in Dublin to form an ROI Committee with one of the PLT Trustees as the Chair of this committee. This has worked well. A report from this committee is now an item on the monthly Trustees' CIO agenda.

***Archivist***

One Sister is engaged full-time in preserving the archives of the Province. She ensures that all collections are sorted, carefully stored and remain confidential. She is also the archivist for the entire Congregational archives. Finding a permanent home for the storage of our archives still remains one of our goals with plans in place to employ a lay Archivist to assist with this work.

During this past year our Archivist has been actively researching the centenary of activities of our Cross & Passion Sisters in the USA. We have all enjoyed the story so far and enjoyed celebrating the Centenary day celebrations in May 2024.

***Province Secretary***

Our new confidential secretary has settled in to her tasks of attending our Trustees' Meetings and producing excellent minutes in good time following our meetings. She keeps our addresses and lists of Sisters together with email addresses and mobile numbers up to date. Our secretary has put in place fire safety signs in our provincial property and placed a 'log in' book in the entrance so we can all know who visits the property.

**Arc Three – Communication**

***Communication throughout the Province:***

We continued to have two-way communication with Sisters in the Province through Priority groups and a Link Sister with whom the PLT meet regularly, mostly by Zoom. Through good communication the PLT encourage the Sisters in their ministries and support them as they reach out and develop new ministries, mostly now in a volunteering capacity.

***Province Zoom***

Restriction to travel during the period of Covid gave us an opportunity to develop our use of technology and meetings by Zoom were encouraged. One such meeting was the Province Zoom held monthly. This enabled Sisters to meet, albeit virtually, and to listen to up to date news and developments. It also gave them the opportunity to share ideas and items of interest from their communities. During these meetings we try to keep alive the decisions made during the Chapter of August 2022, so that they make a difference in our lives and those among whom we minister.



## **WHO WE ARE, OUR WORK AND IMPACT** (continued)

### **Arc Three – Communication** (continued)

#### ***Province Zoom*** (continued)

One of the themes which has exercised our minds since January 2024 is the theme of Structures. Our Chapter invited us “To explore alternative Structures available to us which will enable us to live out our Mission, given the needs of our changing world.” To this end we have called on our Finance and General Purposes team to assist us on a way forward. In February 2024 we met with them on an away day in the Briery Retreat House. This proved a very valuable experience and we came away with a plan to begin initial steps. These we share with the Sisters during our Province Gatherings. This work is ongoing.

While Justice, Peace and the Integrity of Creation remain an integral part of our spirituality, at the Province Chapter in August 2022 we strengthened this statement by inserting Pope Francis’s statement on Care of our Common Home, to listen to the Cry of the Earth and Cry of the Poor. We call on each Sister to grow in awareness of the poor in her local area and do something concrete. We ask too that each Community “Buy locally and seasonally to cut down on transport and reduce our carbon foot print.” We encourage each other to choose an environmental issue and to live by it.

#### ***Ecology Group***

Many Sisters attended the Laudato Si’ Zoom meetings set up by the Laudato Si’ Animators and following these meetings we agreed to form an internal group of Sisters who were interested in growing in awareness of the issues set out by Pope Francis. We are known as the Ecology Group and we meet once a month by Zoom and share on our activities or some topic relating to Laudato Si’. The theme of Laudato Si’ 2023, was “Hope for the Earth, Hope for Humanity”. We are conscious that we can only do small things but we continue to pray, share, listen, learn and hope we make a difference for the sake of our common home.

#### ***Paul’s Post***

Our weekly newsletter is called St. Paul’s Post. Our Secretary has brought her own unique skills in continuing to make this weekly newsletter one which the Sisters enjoy reading and look forward to receiving it each Monday. It is also uploaded to our website. It is a way of communicating with the Sisters of the wider international Cross and Passion Communities. Sisters are encouraged to send items of interest, happenings or celebrations from their own community or parish celebrations so all can enjoy. Through these pages we are encouraged to pray for sick Sisters, family members, or people in the wider parish Communities who ask for our prayers.

### **Arc Four – Traditional Ministries**

1. Education, including Le Cheile Trust
2. Parish Work, including counselling

**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc Four – Traditional Ministries** (continued)

**1. Education**

- ◆ Teacher's Enterprise in Religious Education
- ◆ Religious Orders in Education (ROE)
- ◆ Le Chéile Trust
- ◆ Leeds Trinity University

Whilst the apostolate of the Sisters in earlier years was very strongly-based in teaching, Sisters, who have vast experience in education, now bring their skills to assisting new teachers to become expert in their field especially of passing on the tenets of the Catholic Faith.

*Teachers' Enterprise in Religious Education*

*"The mission of the Teachers' Enterprise in Religious Education (TERE) is to support teachers in Catholic schools and in the wider Christian community in their daily task of unfolding for teachers and pupils the mystery of God, the teaching of the Church and its application to daily life."*



Its objectives are to:

- ◆ Promote the teaching of religious education with the same academic rigour as the other subjects in the curriculum;
- ◆ Provide opportunities for teachers to deepen their theological understanding of the Christian faith and its application to daily life;
- ◆ Create a variety of resources, for example text books, website with online interactive elements for classroom use, CD ROMS etc.
- ◆ Provide advice and assistance to teachers and schools in the teaching of religious education.

One Sister is involved as a full-time director in this project.

Whilst the apostolate of the Sisters in earlier years was very strongly based in teaching, Sisters, who have vast experience in education, now bring their skills to assisting new teachers to become expert in their field especially of passing on the tenets of the Catholic Faith.

## **WHO WE ARE, OUR WORK AND IMPACT** (continued)

### **Arc Four – Traditional Ministries** (continued)

#### **1. Education** (continued)

##### *Teachers' Enterprise in Religious Education* (continued)

Teachers expressed gratitude for home-learning resources for religious education on our website [www.tere.org](http://www.tere.org). In addition, permission was granted to schools that had purchased *The Way, the Truth and the Life* CD/DVD ROMs to put the contents on their own website providing access was available only to their pupils. In-service training is provided, on Zoom, for each year at primary school, that is, Early Years Foundation Stage, Years 1-6. Feedback from teachers was very positive.

*This was a very useful Zoom session on how to make religious education meaningful for our pupils. It has given me a much better understanding of theology in The Way, The Truth and The Life.*

*Thinking about the key messages in each lesson and why they are important has been a great help. The example of how to link the task to the children's experience will be very useful.*

Telephone support for teachers is always available. To offer further support to schools, a decision was made to convert *The Way, The Truth, & The Life* programme into digital format and is available on our website. Teachers continue to express appreciation for the wide range of free resources available for all age groups.

##### *Support to the Religious Education Directory*

Sister M is now writing a new programme *The Vine & the Branches* to meet the requirements of this new Religious Education Directory. With the help of some colleagues Book 1 and Book 3 was published for primary schools by July 2023. This included textbooks for pupils and teachers, Power Point presentations and additional worksheets etc.

##### *Future Plans*

Provision of in-service training by Zoom will continue because it is enabling teachers in schools from all over the United Kingdom to participate in greater numbers than if they had to travel to London.

In the words of Cardinal Nichols, *"This is a group of teachers working hard to improve classroom RE, especially in Catholic Schools. This enterprise has my full support and encouragement."*

Bishop Marcus Stock, chair of the Catholic Education Service, said; *"the heritage passed on by Religious Orders should be treasured and appreciated as a continuing source of inspiration for strengthening and enhancing the Catholic ethos of the schools and Colleges."*

## **WHO WE ARE, OUR WORK AND IMPACT** (continued)

### **Arc Four – Traditional Ministries** (continued)

#### **1. Education** (continued)

##### Le Chéile Trust

The Le Chéile Trust mission is to *“promote Catholic education as an option within the Irish education system and to develop the schools given to the Trust in the service of their local communities.”*

Le Chéile is governed by two companies limited-by guarantee: Síol (Irish for Seed) and Le Chéile (Irish for Together).

Our schools, Maryfield College in Dublin and Cross and Passion College Kilcullen, County Kildare are members of the Trust.

The Síol Schools’ Trust deals with the finance and property issues. It is a company limited by guarantee and is a registered Irish Charity and as such is included in the Register of Charities and regulated by the Companies Office in Ireland.

Síol Schools’ Trust has adopted and is fully compliant with the Governance Code for charities in Ireland. Two members of each of the participating 15 Religious Congregations are the company Members.

The Le Chéile Trust, is also a company limited by guarantee, as above. This deals with Enterprise, i.e. the management and running of the Schools. Members of the school Communities as well as the Religious Congregations, are members of this company.

Members attend the AGMs of both companies annually. A conference is also held during this time and two pupils from each school together with the company members also take part in the Conference. Congregational Leaders or their representatives also attend an annual gathering in Dublin to update them on the financial and property issues.

Both schools are now managed by the Board of Le Chéile. However, the Sisters are invited to events in the schools during the year. This has also included meetings with pupils.

Le Chéile Trust invites us to join them for Prayer Gatherings with schools and keeps in touch with us re any new developments and projects. The Le Chéile Trust is also enjoying its own newly built offices in Templeogue

The school buildings and land at Maryfield College have been donated to the Le Chéile Trust. While the Trust has taken on the management of the Cross and Passion College, Kilcullen, the process of donating the property and land is still in progress as there are complications involved with an attached building, which used to be the convent. That building had been sold to KARE, a charity that provides special needs education in the Kildare area. One room in that building is used as a Cross and Passion College classroom and at the present time the school needs that space until a new extension is built. The Department of Education and Science, as part of an overall plan for schools in the County of Kildare, is funding a large extension to the school in Kilcullen.



**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc Four – Traditional Ministries** (continued)

**1. Education** (continued)

Le Chéile Trust (continued)

The following are extracts from Le Chéile School News from our two schools.

*Maryfield: One Good School*

*Maryfield is a recipient of the One Good School Gold Medal award for its excellent work promoting and supporting positive mental health and wellbeing. Recently, both teacher and parent groups attended webinars about topics including Anxiety in the classroom and Friendships and their impact on mental health.*



**Maryfield College, Dublin**



**Cross and Passion College, Kilcullen**

*Kilcullen*

The Department of Education and Science, as part of an overall plan for schools in the County of Kildare, is funding a large extension to the school. As part of their plans they have suggested a new location for the Bus Shelter to fit in with a new footpath and cycle lane. This location is further from the Town Centre crossroads and is safer. We agreed. The NDFA (National Development Finance Agency) which funds public investments, and is responsible for the school development will take responsibility for this new plan. As we have signed the contract for the original site, the NDFA and the County council are negotiating with one another about a possible transfer. This is ongoing. The school Principal is keeping us up to date with plans.

The Le Chéile School News. Cross and Passion College Kilcullen.

*Week of Community Service*

*We decorated an area dedicated to this week and its theme of Community Service. Each day, our Ember team made an announcement on the Intercom inviting the whole school to reflect and pray on the theme for that day. We were delighted to welcome Kilcullen Community activist and a former deputy principal Noel Clare to speak with Classes in 1<sup>st</sup>, 2<sup>nd</sup> and transition year about service in our local community.*

## **WHO WE ARE, OUR WORK AND IMPACT** (continued)

### **Arc Four – Traditional Ministries** (continued)

#### **1. Education** (continued)

##### Le Chéile Trust (continued)

###### *Education of the whole person – sport and activities*

Kilcullen Community Centre (KCC) and an All Weather Pitch (AWP) nearby are leased to KCC. As the lease on the AWP, and the piece of land around this are due for renewal in the next few years, we are in the process of joining both areas and drawing up one lease which will include the total area. This has involved ensuring all land boundaries are correct. KCC is also anxious to provide space for a Scout Den on some of this land.

Other portions of land adjacent to the school, which have not been included in the area to be donated to Le Chéile have been leased to other Sporting organisations (Gaelic Athletic Association (GAA) and Soccer Club). The Primary and Secondary School have an entitlement to use these pitches during school time. These pitches ensure there are green spaces in the heart of the town,



The above shows one of the green spaces leased to the Pitch and Put in Kilcullen.

Supporting early school leavers was a task to which one of our Sisters gave much of her time. She has retired from this work, but the interest is still strong and an alternative way established to continue this support.

There is a school in Tallaght, County Dublin which we support financially. It is a small school set up for early school leavers who come back and study for their Leaving Certificate. Here are two success stories. Names are changed.



**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc Four – Traditional Ministries** (continued)

**1. Education** (continued)

Le Chéile Trust (continued)

*Education of the whole person – sport and activities (continued)*

M., my contact wrote:

*I have 2 stories for you.*

*L. a young woman of 18 whose father is a traveller and who left school at 15 didn't seem to have much of a future. She was doing work experience in the parish office and it was suggested to her that she should come to Youth Horizons to study. She came fairly reluctantly at first but with a lot of encouragement she settled down to study and realised she is very bright. She began to take a great interest in her subjects, especially in English. She became pregnant and the child was born near Christmas. She got high points in her Leaving Cert. and is now studying Arts in NUI Maynooth. Her child still comes to our crèche and her mother shares the care of the child. She is very lucky that her mother takes on the responsibility of her daughter while she is in college. She loves Maynooth and has made good friends there. She still asks Paul (Principal and English and History teacher) to evaluate her essays before she submits them.*

*T. is a young man who dropped out of school. He is fairly anxious and nervous. Gradually he settled into Youth Horizons but it was clear that he wasn't particularly academic. He expressed a great interest in cars. Paul visited some car dealerships and got him an apprenticeship. The staff there were unkind to him. Paul got him another apprenticeship in Toyota and he is doing well there. His mother is very moved by the fact that he is doing so well.*

*Paul makes sure that all students are placed in further education and training or in a job. He works hard at this.*

*We are very grateful for your continuing support. At the moment we have a high rate of depression and anxiety. We have doubled the hours of our psychologist/counsellor. We also try to create happy and interesting experiences.*

*Very many thanks.*

*M.*

## **WHO WE ARE, OUR WORK AND IMPACT** (continued)

### **Arc Four – Traditional Ministries** (continued)

#### **1. Education** (continued)



##### Leeds Trinity University (LTU)

Leeds Trinity University was co-founded by the Sisters of the Cross and Passion and the Catholic Education Service as a Teacher Training College in 1967. In the fifty-six years since its foundation, it has transformed itself into a university renowned for teaching excellence and has been ranked by the Times and Sunday Times as the sixth best university in the country for teaching quality. Leeds Trinity offers undergraduate, post graduate, foundation and top-up courses, as well as apprenticeship and work based learning.

In accordance with the Articles of Association, the trusteeship of the University remains the Diocese of Leeds. While the Sisters are no longer actively involved in the day-to-day life of LTU, they have a representative on the board of governors. The Congregation also has the right to nominate up to five people to be independent directors on the board.



*“Our mission is guided by our Catholic identity and faith foundation...We are committed to the promotion of dignity, respect, social justice and equality in order to deliver positive social and economic impacts.” (LTU Mission Statement.)*

#### **2. Parish Work**

For many years our Sisters were very involved in supporting the families of the Children in our schools, this meant that while teaching in schools all week, they spent Saturday afternoons visiting families and encouraging the parents to keep their Children in regular attendance in school. Since we no longer teach in schools, sisters offer support in their parishes by assisting the local Clergy who may be overworked because of shortage of priests. Now that churches are reopened and restrictions are eased, Sisters are able to take up this active role in parishes once again. There has been a noticeable increase in requests for prayers coming into all our Sisters, who see this as an invaluable service to the wider community. Parish Sisters work in Belfast, Dublin, Bolton, Liverpool, London and Sutton St Helens.



## **WHO WE ARE, OUR WORK AND IMPACT** (continued)

### **Arc 5 – Health Care**

#### ***Communities of Care***

*Jesus said, “I have come that you may have life, life in all its fullness.”*

*John 10:10*

It is our desire that Sisters in communities of care are encouraged and have the opportunity to live life as fully as possible, in both its human and spiritual dimension, for as long as possible. (Province Chapter Mandate 2016)

In order to provide this care the Province owns and manages four care communities.

**Elmleigh, Yorkshire**, is located in the residential town of Ilkley, in Wharfedale. This is a non-registered, residential care community. The majority of the Sisters are ambulant but in need of assisted living.



**Elmleigh Care Home**



**The gardens in Elmleigh, a beautiful space for the sisters to enjoy.**

**East Holme, Lancashire**, is located in Lytham-St-Annes on the Fylde coast. It is a CQC registered nursing home with two levels of care: independent living, upstairs and enjoying the best views and a 10 bed full nursing unit downstairs, with four beds dedicated to dementia care. The CIO became CQC-registered on 1 April 2021, and was therefore able to assume the specified CQC-regulated activities on that date. The home has the CQC rating of GOOD, which it held after an inspection on 9 May 2022. Although restrictions have been eased for most people, care homes still follow the local health authority guidance. The manager has been highly recommended by the CQC.



*“We were assured there was effective management of the service during the pandemic. The registered manager and deputy manager were accessible and had introduced processes to keep people and staff safe. You sought guidance and delivered care and treatment to ensure the threat of Covid-19 had diminished. Staffing levels were good, allowing Cross and Passion Convent to provide a resilient service with continuity of care being embedded within the service.”*

**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc 5 – Health Care** (continued)

***Communities of Care*** (continued)



**Photo taken with permission from Staff.**

**Villa Pacis, Belfast, Northern Ireland**, was opened in June 1995 as a non-registered retirement convent for Sisters. It is now a 15-bed care community for our Sisters, with one Sister receiving full nursing care. The other Sisters living there are ambulant, but require assisted living. They are encouraged to enjoy their outdoor space and make good use of their garden to provide vegetables and herbs for their own use.



**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc 5 – Health Care** (continued)

***Communities of Care*** (continued)



**Sister R. working on the raised beds in the garden - (Photo posted with permission)**

**Marino, Dublin, Ireland**, is also a non-registered residential care community for Sisters in need of assisted living.

13 Sisters live here and enjoy the newness of the Care Home. A few sisters live independently and enjoy the bus rides into the City of Dublin. Sisters from local Communities visit regularly and enjoy sharing in birthday and feastday celebrations with tea and homemade cake.

Occasionally the active Sisters are accompanied across Griffith Avenue to St Vincent's Church

## **WHO WE ARE, OUR WORK AND IMPACT** (continued)

### **Arc 5 – Health Care** (continued)

#### ***Communities of Care*** (continued)

##### Care Home Managers

Each of our care communities has a managerial structure which employs appropriate staff. The PLT is in weekly contact with the care managers by phone. During this past year, meetings with the managers and Sisters have taken place on Zoom. We greatly appreciate the way in which our managers and staff do all they can to protect the Sisters in their care. To date our care communities have not had any Covid related deaths and the residents and staff have received all of their Booster Vaccinations. Managers are encouraged to keep in touch with each other to share ideas, and sometimes find solutions to problems together, thus creating a strong support system for good management of our care communities. An in-person meeting will also be held next year for the Managers. As Operations Manager, our province Bursar supports the care managers and local bursars in their everyday tasks. Looking to the future management of our care homes, we have input from HR consultancy services. After consultation with our managers, we have engaged three of these HR consultancy services to give additional support to our managers in terms of employment, health and safety and risk assessment. The services we have engaged are; Croner, England (to work with Elmleigh and East Holme); Peninsula, Northern Ireland (to work with Villa Pacis); and Collier Broderick, Dublin (to work with Marino).

##### Spiritual Care

One Care Community has a pastoral Sister, who organises the spiritual care and liaises between the Sisters and the management; while two of the Communities have teams of Sisters. In the fourth Community the manager and Sisters work together with the local parish retired clergy.

The total expenditure of our care homes is financed by the Sisters of the Cross and Passion CIO. This is part of the cost of maintaining members of the Province.

##### St Gemma's Hospice

St Gemma's Hospice in Leeds, founded by the Sisters of the Cross and Passion and opened in 1978, is a local independent Charity and has provided expert care to the people of Leeds for now 45 years. In September 2017, St Gemma's Academic Unit of Palliative Care was the first in Britain to be recognised as a University Teaching Hospice. This prestigious national status reflects the substantial research and teaching activity undertaken in collaboration with the University of Leeds. Health care professionals from across the city receive training here and the research helps to improve patient care.



## WHO WE ARE, OUR WORK AND IMPACT (continued)

### Arc 5 – Health Care (continued)

#### *Communities of Care (continued)*

##### *St Gemma's Hospice (continued)*

In line with other health and social care providers, St Gemma's is regulated by the Care Quality Commission and is subject to inspection. Their current rating is **outstanding**. Many of St Gemma's patients are supported in the place they want to stay – often in their own homes.



They have also seen significant transformation of their clinical and support services in a very short period of time, including remote consultations with patients, support of families and the provision of more tele-education. Staff wellbeing is vitally important and wellbeing initiatives have been expanded to increase health promotion, support for working carers.

It is very reassuring to know that the ethos upon which St Gemma's was founded is still alive and actively reaching out to people who are in need of care. One new Ministry is outreach to the Homeless of Leeds, initiated by one member of Staff and supported by all.

The Sisters of the Cross and Passion CIO retains ultimate control of the company, and as such its accounts, and those of its own subsidiary trading company, are included in the accounts attached to this report. From time to time, the CIO also gives the hospice financial support. The grant of a long term lease for the transfer of the whole property, including the convent, is ongoing.

We are particularly happy to include a letter from St Gemma's Chair of Trustees:

*Dear Trustees*

*"I am thrilled to share the news that St Gemma's Hospice Chief Executive, Kerry Jackson, has been awarded an OBE in the King's New Year Honours list for services to palliative and end of life care.*

*Kerry has been an integral part of St. Gemma's Hospice since 2010, leading the organisation with an unwavering commitment to delivering the highest quality palliative and end of life care, education and research. Her focus is always on making a difference to the lives of patients and their families and ensuring that the Hospice's services are accessible to anyone who needs them. Under her transformative leadership, the Hospice has flourished achieving an outstanding CQC rating (twice), ranking in the top tier of the best and most inclusive companies to work for, and becoming the world's first University Teaching Hospice. St Gemma's is recognised locally, nationally and internationally for its pioneering approach."*



**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc 5 – Health Care** (continued)

***Pastoral and Spiritual Care***

***Retreat Ministry***

The Briery has experienced an actual increase in groups. As the numbers of Religious attending Preached Retreats has naturally declined, there has been a flourishing of new groups who have their own leader. All have gone away very pleased with the food, accommodation and peacefulness of the house and its surroundings. Having only 22 ensuite rooms, plus a self-catering cottage in the grounds, has meant that small groups have been viable.

None of the above would have been possible without the wonderful work of the lay staff who have worked at the Briery for a good number of years, know their jobs inside out and are always ready to go the extra mile. It is a credit to them that people comment on the cleanliness of the house and the excellent homemade food. The two administrators ensure that bookings are dealt with efficiently and invoices are paid on time. Their book-keeper ensures that bills are paid, accounts up-to-date, service contracts are correct and salaries are paid. They are a small team but they all work well together to ensure that The Briery is a place of hospitality and warm welcome.

As well as their in-house Team, the Briery has a Parish Retreat Team who, as their title suggests, leads the Parish Retreats. They are a group of lay people who volunteer their services and come together annually, with the Retreat Director and her Deputy who are both Sisters, to plan the retreats for the coming year. This year in line with our General Chapter Directive they have made, The Cry of the Earth, and the Cry of the Poor their central theme.

Another very valuable group is the Briery Advisory Team who meet twice a year to review accounts, maintenance, bookings, staffing and share ideas on possible new groups and Retreat Leaders. They are a group of professional people and consist of a former retreat House Director, a retired Vice-Chancellor of a university, a Diocesan Catechist Co-ordinator and a priest with retreat knowledge who represents the Diocese. The Administrators and Book Keeper attend this meeting. The advice the Director and the deputy receive at this meeting is invaluable and the minutes, which give a good overview of the work are sent to the Provincial Leadership Team.

The Friends of The Briery, a group of volunteers, have brought a whole new dimension to the centre. Their events are not only fundraising activities but very enjoyable community gatherings. Their fundraising has enabled them to purchase the extras which add to the attractiveness of the centre.



**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc 5 – Health Care** (continued)

***Pastoral and Spiritual Care*** (continued)

***Retreat Ministry*** (continued)

The newest Team has been the leaders of our Thursday meditation via Zoom which prepares the Mass Readings for the forthcoming Sunday. These lay people have experience in leading retreats or have been trained by the Briery as Prayer Guides or Parish Retreat Leaders. It was thought that the Thursday Meditation had served its purpose but people wanted it to continue and it is still flourishing and attracts new members. The people have found an on-line community and are very faithful, often sending apologies when they can't attend.

The Briery Retreat Centre is about teamwork. No one person in the team is greater than the whole. As a Briery Team they work hard, support each other and therefore unknowingly bring the hope and healing of the Gospel into every person's life who steps over the threshold.

The Elizabeth Prout Bereavement Support Group, which is a joint venture with the Diocese of Leeds and the Briery Retreat Centre, has begun its work in various parts of the Diocese. This group is supported by online training from the Briery. There is a great need for bereavement support as so many people are trying to recover from the loss of their loved ones, sometimes under very difficult circumstances.

**Drumalis Retreat and Conference Centre**



**Tree Planting in Drumalis**



**Drumalis Retreat and Conference Centre**

**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc 5 – Health Care** (continued)

***Pastoral and Spiritual Care*** (continued)

**Drumalis Retreat and Conference Centre** is situated in Larne, Co Antrim, Northern Ireland. The Retreat Centre is located on a height above Larne overlooking Larne Harbour, with easy access to the Antrim coast road and its stunning coastal scenery.

The retreat team focussed on regular events, which built on the already existing sense of community among the Drumalis service users. These included virtual gatherings on a fortnightly basis for prayer and fellowship. The Drumalis team has been available to offer pastoral care and support through telephone and other forms of communication when restrictions were in place.

Parish retreats have taken place with Retreatants from Larne, Glenarm, Ardboe, St Paul's as well as ladies arriving by ferry from Scotland for their Three Towns Retreat.

Adult Faith Development courses have continued as well as Carers Days.

So far in 2023/24 there has been a slow and steady increase in guests.

Keeping in mind the three focuses of the Drumalis mission statement ***Spirituality, Ecology and Community Relations*** – the following are a selection of online events which were provided in relation to each focus:

***Spirituality Programme for 2023/24***

While in lockdown, the retreat team relied on Zoom as the only way they could continue to run adult faith development courses at Drumalis. However as they slowly reopened to in-house guests, they discovered a new way of learning could be applied to courses such as **Pathways** and **Certificate in Christian Thought** – enabling participants to be at the centre, as well as those unable to travel to attend simultaneously via Zoom from their own homes. This of course required investment in IT equipment and staff, but it means that people from many parts of the world can participate in courses or retreats given in Drumalis. It also helped to reduce the carbon footprint of the retreat centre.

***Ecology***

Justice, Peace and Integrity of Creation; Two CP Sisters gave two half day sessions.

A Message of Hope and Challenge in a Time of Global Emergency; another of the Elizabeth Prout Memorial lectures delivered by a visiting Sister.



**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc 5 – Health Care** (continued)

***Pastoral and Spiritual Care*** (continued)

***Ecology*** (continued)

In the course of this year, Drumalis has participated in several new ecological initiatives in partnership with various organisations. Under the direction of A Rocha, the following projects are underway:



1. Rewilding is being expanded in order to grow the Biodiversity element of the area. One exercise involved Threading of the Rope Ceremony, a ritual which takes place in a number of A Rocha projects world wide. At Drumalis, this involved threading the rope through the posts circling the new wild flower area. After a few months it was recorded that twenty three species of flowering plants were growing in an area of less than twenty square meters.
2. Red squirrel protection activities are all under way in the woodland. Most recently Drumalis has become part of an endangered bird life project for Swifts and Ravens. The heronry is now well established in the trees and their numbers and nests are being carefully monitored by a retired Schoolteacher.
3. The number of beehives has grown to 16.

These developments are all an expression of the C & P General Assembly direction to respond to the Cry of the Earth, and engage with Issues of Climate Justice. The emergence of these activities and the growing interest, also highlights the future potential of the entire site, and the opportunity to integrate the strands of spirituality, ecology, and cross community action as Laudato Si encourages.

**SPRED International Peer Support Conference**

This organisation supports the spiritual development of people with learning disabilities and promotes their integration in parish Communities. Drumalis hosted this group in June 2023, and it was a joyous occasion.

On the 4 July 2023 two Sisters from Drumalis represented the Cross and Passion Congregation at a reception hosted by the Irish Government Secretariat in Belfast to mark the 30<sup>th</sup> Anniversary of the Opsahl Commission. Commenting on this reunion, the Irish Government Secretariat declared, "What an amazing group of Change Makers all in One room."

Serious consideration is being given as to how the work of Drumalis can be carried into the future. The PLT with CLT leader and a Support Group have held a number of meetings discerning together how we take this exercise forward.

## WHO WE ARE, OUR WORK AND IMPACT (continued)

### Arc 5 – Health Care (continued)

#### *Pastoral and Spiritual Care (continued)*

##### Minsteracres Retreat Centre

**Minsteracres Retreat Centre** is a Passionist, community-based retreat centre situated in Northumberland. Minsteracres, like the other retreat centres, provides a space where people are enabled to find healing and wholeness in their relationship with God, themselves, others and creation.



The retreat centre runs a large *Outreach programme*, which provides respite days/weekends for people on the margins of society. Some of the groups who come to Minsteracres on a regular basis are Kinship Carers, Blue Sky Trust, Free the Way, Cancer Support, Justice First, Freedom from Torture, to name but a few.

We give occasional support to the outreach programme from our Crisis Fund.

One Sister sits on the Board of Trustees. Meetings have taken place via Zoom.

##### Tearmann Spirituality Centre

**Tearmann Spirituality Centre** situated in Glendalough, Co Wicklow, is a small, self-catering retreat centre. Glendalough is a valley steeped in the Celtic monastic tradition and is a popular place of pilgrimage.



Tearmann Spirituality Ctre

At Tearmann a number of different retreat programmes are offered. One Sister has been involved with the retreat work here since its founding in 1993. They have two self-catering apartments, from which the team will be available to meet with individuals and groups coming to Glendalough for spiritual guidance and pilgrimage.

In the words of the Retreat Director: *The centre has been a blessing for many people throughout the past 25 years. Hundreds of people have stayed in the apartments and benefited from the experience of being in Glendalough for a period of time, while thousands more people have walked the pilgrim paths with us, listening to the stories and sharing their own experiences.*

## **WHO WE ARE, OUR WORK AND IMPACT** (continued)

### **Arc 5 – Health Care** (continued)

#### ***Pastoral and Spiritual Care*** (continued)

##### *Tearmann Spirituality Centre* (continued)

Our CP Sister wrote recently:

Our circumstances have now changed here at Tearmann in Glendalough. As Father M's health has declined two interested people have taken over the running of An Tearmann and changed the name to Glendalough Sanctuary. This centre is getting established with every passing day. It is a place of Sanctuary for anybody, whatever faith or none, they are always welcomed. The bookings for the next two months are very promising. School groups are welcomed on day pilgrimages. Groups from all the valleys organise a pilgrim walk following all the pilgrim routes from the valleys leading down to Glendalough where we gather for a celebration. Here is a photo of one of the Pilgrim Walks.



##### *Hospital Chaplaincy*

Only one sister remains in hospital Chaplaincy work on a voluntary basis in London. Sister's work was acknowledged this year when she received a Certificate for 500 hour's Voluntary work in the Chelsea and Westminster Hospital.

##### *Spiritual Direction*

A number of Sisters have been trained in *Spiritual Direction* and offer their services in our retreat centres. One Sister is a Spiritual Director and Counsellor at St Luke's Centre, Manchester – "*the Church's ministry of wellbeing and healing*".



### ***Social Care***

At the heart of our Charism is a call to respond to the crises of our day which afflict the people around us, especially the poor or marginalised. Our Chapter mandated each Sister to respond as well as she could to the needs of the area in which she lives and to grow in awareness of the global mission of the Congregation and support it, among other ways, in prayer. Given our age profile, we are no longer involved in social care as we once were. However, we do give financial support to this kind of work from our Crisis Fund.

## WHO WE ARE, OUR WORK AND IMPACT (continued)

### Arc 5 – Health Care (continued)

#### **Social Care** (continued)

##### Volunteers

A number of Sisters are still involved directly, in a voluntary capacity, reaching out to people in need.

One Sister works as a volunteer in Dublin at the Capuchin Centre for the homeless and people with addictions. Another Sister is involved in the STAR Project in Ballymun, Dublin. This is a registered charity which provides a drug rehabilitation programme, a family support service and easy street outreach team to people who need support for drug/alcohol issues and/or dealing with the effects of addiction within the family.

In Belfast one Sister works in the parish, supporting the Parish Priest with his daily rounds of visiting the sick.

##### The Destitute Project in Bolton

For many years two Sisters helped in the Destitute Project at the Victoria Hall in Bolton. Because of age and ill health they have both had to withdraw from the heavier work. This is one of the projects we continue to support financially. In their Autumn Newsletter the writer reports “Now that the cost of living has soared for all of us

and because Asylum Seekers are having to cope on a very limited budget, we are, for the time being, continuing to give out food parcels. This is only because of the most wonderful generosity of the people of Bolton and some of our funders.” The sisters also donated household goods, and warm bedding- blankets and duvets.



##### Tallaght Intercultural Centre

A sister wrote...

*For the last three years I have been a volunteer at Tallaght Intercultural Centre. I teach English on two mornings a week and enjoy every minute of it. This centre was started 21 years ago by a Brigidine Sister on her return from Mexico where she had been a missionary for many years. The centre is now part of South Dublin County Partnership.*

*Welcome and hospitality are as important as teaching. The students could be classified in two groups.*

- 1) *Men and women, from Countries such as Afghanistan, Somalia, Iraq, Sudan, Ukraine, Nigeria, Angola who are seeking asylum. They are staying in Direct Provision Centres in the area.*

**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc 5 – Health Care** (continued)

**Social Care** (continued)

Tallaght Intercultural Centre (continued)

- 2) Older folk, mainly Muslim women, who have been in Ireland for many years and never got a chance to learn English. Now that their families are grown up they have time to come to class, socialise and study. During our first class after the Christmas Break, one of my mature students, Azra, from Iran, became ill during the class. The ambulance service was called but Azra died of a heart attack. What a shock for everyone.

*At the gathering which we had later, her son told us that Azra had not been feeling well that morning and he wanted her to stay at home. But Azra refused; "I want to go to school to be with my friends." She said. Instead of dying alone at home, Azra spent her last conscious moments on this earth surrounded by people who cared about her and loved her.*

*At the gathering we prayed and celebrated Azra's life in Arabic, Farsi, Pastu, Somali and English.*

*For me it personified what being a volunteer at the centre is all about.*

Teaching English to Migrant People

On returning from Botswana Mission, one Sister taught English for eleven years to Asylum Seekers in Leeds. She has now moved to our Care Home in Lytham and has been fortunate to find similar work in St Anne's on Sea.

The Project in St Anne's was set up by the Local Churches Together Group in 2008 and is strongly Ecumenical. The teaching space is provided in the Parish Hall of our Lady Star of the Sea; and the Coordinator and the teachers are volunteers from different Churches.

The purpose of the group is to offer English Classes to migrant peoples in an environment that is warm and welcoming. This is important as these people can often find themselves lonely and isolated. The classes are offered at Beginners, Intermediate and Advanced levels.

Currently, the students are from Hong Kong, India, Brazil, Bangladesh, Iraq, Ukraine, Guinea, Thailand, Spain, Italy and Estonia.

Chaplaincy in John Lennon Airport

One Sister has completed her training to work as a Chaplain in John Lennon Airport in Liverpool. Sister M wrote;

*"I first came across Mite Chaplaincy in an advertisement in my local Parish and decided to explore the possibilities offered. Mite operates in many business places and one being John Lennon Airport which is approximately 30 minutes by bus from where I live. After meeting for an interview with the Chaplain at the Airport we decided I would be accepted and went ahead with the training Mite offered. Alongside that training there is a rather vigorous training by the Airport Personnel. Once through that I was ready to go.*

**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc 5 – Health Care** (continued)

***Social Care*** (continued)

*Chaplaincy in John Lennon Airport* (continued)

*I go there once a week for a few hours. To the many staff and travellers, I meet I am a listening ear and support and all is confidential. Many travellers just need a listening ear as travelling can be a stressful experience. We often presume that those travelling are off to have a good time. Unfortunately that is not always the case as people are often going home or returning from a funeral or visiting a sick relative. They just need someone to talk to."*

*Another sister wrote, "Though I have retired from active ministry, I can still offer a listening ear when travelling by bus. It is a great opportunity to reach out to someone sitting on their own and have no one with whom they can talk."*

*Counselling and Community Care*

One Sister, a trained psychotherapist, works in and is the co-founder of WAVE, Belfast, a charity which provides support for those bereaved or traumatised by the "troubles", or people suffering from PTSD.

***Activities Supported by our Crisis Fund***

In 2017, when one of our houses became vacant, there were suggestions that we use the house for asylum seekers or homeless people. Considering the decline in numbers of our active Sisters, and on the advice of our financial team, it was decided to ring-fence the money from the sale of the property to support projects, run by others, which are trying to alleviate the sufferings of asylum seekers, the homeless and crisis situations which are brought to our attention.

From this Crisis Fund we continue to support needs that are in line with our charitable objectives and meet the guide lines we set out in our Financial Support Policy.

*Crisis Fund*

During the year, a total of £28,612 was donated to various causes, one of which was to support the Morocco and Libya Appeal following the disastrous Earthquake.

And people with various needs

- ♦ Children Today, Northern Ireland
- ♦ Minsteracres to help with giving people a respite from daily cares
- ♦ The Capuchin Day Centre to help feed the hungry.
- ♦ Preference is given to applications for projects based in places where Sisters have worked or still have a presence, e.g. Minsteracres, Bolton, Leeds, Liverpool, Manchester, London, Belfast and Dublin.

**WHO WE ARE, OUR WORK AND IMPACT** (continued)

**Arc 5 – Health Care** (continued)

***Activities Supported by our Crisis Fund*** (continued)

*Missions*

Our mission outreach has always been a part of our Charism. Almost half of our Sisters in the Province have had experience of working and living on our Missions. These Missions are now the responsibility of the CLT (Central Leadership Team of the Congregation). Our contributions to the Missions will therefore be channelled through the CLT. We are happy to record that we received a legacy of £13,367.90. We transferred it to the CLT who has shared this money between our Missions in Chile and Argentina where people suffered greatly from Fires in Chile and Flood in Argentina.

**FUTURE PLANS**

The Charity's goals for 2024/25 are as follows:

- ◆ To encourage all Sisters in their ministries, encouraging them to live by the Chapter Decisions discerned at the Provincial Chapter of August 2022.
- ◆ Today's fragile world is crying out for compassion, truth and love. We respond to this cry by faithfully living out our Charism.
- ◆ We wholeheartedly commit to our General Chapter Direction statement regarding the cry of the earth and the cry of the poor. We recognise that these two cries are one and the same. We acknowledge the urgency and intensity of this cry. We want this challenge to influence our personal lives, corporate decisions and policies regarding the allocation of our investments and resources.
- ◆ To ensure the care of the sick and elderly by:
  - ◇ Encouraging our sick and elderly Sisters to care for their own wellbeing
  - ◇ Supporting them to live independently for as long as possible
  - ◇ Providing them with assisted living where possible
  - ◇ Continuing to provide for them in care communities where both their physical and spiritual needs are met.
- ◆ To continue to live out our Organic Participative Model of Leadership in the Province through Links, Priority Groups and Province Zoom meetings and through consultation and discernment. To support the way of communication agreed at our Chapter and which is so vital to this form of leadership. Given our age profile, which in many cases restricts our ability to travel, to encourage and enable as many Sisters as possible to use Zoom as a means of communication. The installation and use of online facilities in our Retreat Centres and Care communities has been welcomed by Sisters and retreatants alike.



## **FUTURE PLANS** (continued)

- ◆ To be faithful stewards of the work entrusted to us by:
  - ◇ Valuing the resources of the Province/Charity
  - ◇ Maintaining, developing, donating or selling property in a responsible manner and in accordance with Charity law guidelines
  - ◇ Using the financial resources of the Province in a responsible manner, in keeping with the objectives as stated in the Constitution of the Sisters of the Cross and Passion CIO. In all these matters listening to our advisors.
  - ◇ Ensuring that the committee in the Republic of Ireland (ROI Committee), which was set up to be compliant with Irish Charity Law, is enabled to do its work. The rules/terms of reference of the Committee of the Sisters of the Cross and Passion CIO in the Republic of Ireland, RCN: 20015893 CHY: 7368, were adopted on 30 March 2020 with effect from 1 April 2021. To this end a trustee from the CIO has been added to this committee.
  - ◇ In our Chapter August 2022 we committed to exploring alternative structures available to us which will enable us to live out our mission, given the needs of our changing world. We ask each Sister to “Be willing to be involved in a process of discerning and reviewing the present Province Structure with a view to finding a suitable structure for our time.” This work is ongoing.

## **FINANCIAL REVIEW**

### **Income**

Income is generated through:

- ◆ Pensions
- ◆ Retreats
- ◆ Hospice Care
- ◆ Fund raising
- ◆ Charity shops
- ◆ Room hire
- ◆ Bank deposit interest
- ◆ Investments
- ◆ Donations, grants and legacies.

The majority of the Sisters have given most of their working lives to the charitable activities of the Congregation. Where this work is for organisations independent of the Charity, any earnings and pensions are covenanted to the Charity.



## **FINANCIAL REVIEW** (continued)

### **Expenditure**

Expenditure of the Charity comprises:

- ◆ The living and personal expenses of members of the Congregation and those costs incurred to enable them to carry out their individual ministry
- ◆ Provision of nursing care for our sick and elderly Sisters
- ◆ Financial support to the Congregation's Missions and central administration
- ◆ Donations to charities with objects that are consistent with those of the Charity itself
- ◆ Those costs associated with the management of the Charity's investment portfolios and the compliance with regulatory and statutory requirements

The expenditure of the group also the costs associated with running St Gemma's Hospice:

- ◆ Charitable expenditure on the provision of hospice care
- ◆ The costs of raising donations
- ◆ Fundraising costs, including expenditure associated with running the hospice's charity shops

### **Tangible Fixed Assets**

Tangible fixed assets consist mostly of buildings with their furniture, fittings and plant in our convents. As of April 2023, members of the Province and Region live in 19 houses/flats, some of which are rented properties. These properties are in UK and Ireland.

### **Results for the Year**

The consolidated statement of financial activities shows net income before investment gains of £5,947,302 (2023 – net expenditure of £1,192,710) with total income amounting to £16,669,162 (2023 – £17,431,531) before transfers from the charitable trust of £9,820,000 (2023 – £nil), giving total income of £26,489,162 (2023 – £17,431,531). Expenditure amounted to £20,544,860 (2023 – £18,624,241).

Total income includes £1,440,999 (2023 – £1,381,675) of salaries and pensions of individual members of the Congregation which are donated to the Charity either by deed of covenant or by gift aid, £3,389,798 (2023 – £4,775,651) of other donations, legacies and similar income, £4,309,544 (2023 – £4,050,961) of income from charity shops and £4,509,535 (2023 – £4,801,085) being St Gemma's income from the Clinical Commissioning Group and Health Foundation. Other major categories of income include investment income and interest receivable, fundraising events and lotteries, and retreat and conference offerings.

Total expenditure includes expenditure on St Gemma's Hospice. The main expense of the hospice is staff costs which totalled £10,785,823 (2023 – £9,928,244) representing payments to the average staff count of 299 (2023 – 301). Other expenditure includes the personal and living costs of the members of the Congregation and their ministry, donations paid and the costs of administering the Charity.

## **FINANCIAL REVIEW** (continued)

### **Results for the Year** (continued)

Deducting expenditure from income (including the transfer from the charitable trust) for the year gives net income after investment gains for the year of £7,324,339 (2023 – net expenditure after investment losses of £2,530,470).

### **Investment Performance**

The purpose of holding listed investments is to earn income to be used by the Sisters in their ministries while carrying out the charitable work of the Congregation now and in the future.

The Congregation has discretionary investment agreements with Charles Stanley & Co Limited, Sarasin & Partners LLP and Rathbone Investment Management Limited. The trustees meet with the fund managers and financial advisers during the year to ensure that the funds are managed in accordance with the investment policy and the religious and ethical principles of the Congregation. The objective of the fund managers is to achieve a reasonable return of both income and capital growth with no more than a conservative to moderate level of risk. The performance and structure of the principal portfolios continues to be closely monitored by the Finance and General Purposes Committee.

On the Congregation's listed investments, an income yield of 2.6% was achieved, with an overall capital gain of 7.6%. At the end of the year, the Charity's portfolio of listed investments comprised 64% unit funds, 18% UK equities, 2% UK fixed interest stocks, 12% overseas unit trusts and 4% alternative investments.

The value of the group's listed investments at the end of March 2024, excluding cash held for reinvestment, was £18,960,612 (2023 – £18,564,309). Net investment disposals during the year amounted to £6,267,910 (2023 – £4,231,190).

### **Reserves Policy**

The Charity has a commitment to support members of the Congregation, many of whom continue to carry out charitable work long past the normal age of retirement. The Sisters retire only because of ill health and/or old age and frailty. The trustees of the CIO accept responsibility for establishing an appropriate reserves policy to cater, in the first instance, for the medical care of the Sisters now and in the future.

The funds set aside to provide for the Sisters in later life, none of whom have resources of their own, were re-assessed during the year. The calculations, based on actuarial methods, indicate that £16 million is needed to be set aside in order to provide £20,000 per annum for Sisters over 65 years of age and, because of the greater health needs, £30,000 to £40,000 per annum for Sisters over 75 years of age and £40,000 to £50,000 for those over 90 years of age. The trustees have currently designated £13 million towards this reserve, with the intention of designating further funds in future years.

## **FINANCIAL REVIEW** (continued)

### **Reserves Policy** (continued)

The board of management of St Gemma's Hospice has adopted a reserves policy to maintain a minimum level of resources to ensure that the hospice can continue to provide its current level of services, having regard to possible fluctuations in income and expenditure. These reserves should exclude those amounts designated for the upkeep and renovation of the hospice and those funds already invested in tangible fixed assets. Total reserves of St Gemma's at 31 March 2024 were £14,861,720 (2023 – £15,239,002) of which £5,921,053 (2023 – £3,889,375) had been designated by the Board of Management for the continuing upkeep and renovation of the hospice.

The trustees have examined the need for free reserves, i.e. those unrestricted funds not invested in tangible fixed assets, designated for specific purposes or otherwise committed. The trustees consider that, given the nature of the Charity's work and its commitments, the level of free reserves should be up to an amount equal to annual unrestricted expenditure, currently approximately £5.7 million.

### **Financial Position**

The consolidated balance sheet shows total reserves of £62,494,234 at 31 March 2024. Included in total funds is an amount of £14,861,721 which is restricted. These funds, which include all funds relating to St Gemma's Hospice, include other monies that have either been raised for, and their use restricted to, specific purposes or they comprise donations subject to donor imposed conditions. Full details of these restricted funds can be found in note 15 to the accounts, together with an analysis of movements in the year.

The tangible fixed assets fund totals £25,020,488 (2023 – £25,625,885) and represents those tangible fixed assets not financed out of restricted funds or used by St Gemma's Hospice.

Funds which are available to support the work of the Sisters in the future are those shown on the consolidated balance sheet as general funds. These amounted to £9,339,593 at 31 March 2024 (2023 – £1,029,070). Although this amount is in excess of the stated target of £5.7 million given in the reserves policy, above, the trustees consider the funds to be adequate, but not excessive, in the light of current economic and political uncertainties and the continuing challenges presented to the charity.

## **TRUSTEE DUTIES AND COMPLIANCE WITH CHARITY REQUIREMENTS**

### **Property – Sales, Donations, Ongoing Development, Maintenance**

#### ***Sales and Donations***

The transfer of Cross and Passion College, Kilcullen land to the Le Chéile Trust is ongoing.

The properties at 3&5 Carberry Road, Drumcondra, Dublin, are now licenced to the Red Cross to house Ukrainian refugees. This is in keeping with our commitment to respond to present day crisis and charitable objectives to help the poor.

**TRUSTEE DUTIES AND COMPLIANCE WITH CHARITY REQUIREMENTS** (continued)

**Property – Sales, Donations, Ongoing Development, Maintenance** (continued)

***Ongoing Development***

***St Gemma's Hospice***

The granting of a long term lease for the transfer of the whole property, including the convent, is ongoing.

***Maintenance***

By its nature this is never ending.

- ◆ **East Holme:** Repairs to leaks in the plumbing system. Work to repair wood in the veranda and the conservatory roof is ongoing. Because the building is a listed building this work requires a specialist craftsman.
- ◆ **Elmleigh:** No major work has been undertaken this past year, just general repairs and maintenance. Lift repairs and servicing of machinery is a recurring expense.
- ◆ **The Briery:** Necessary maintenance has been carried out, including the responding to findings of the Fire Risk assessment
- ◆ **Villa Pacis:** Ongoing work on external drains
- ◆ **Marino:** We spent money on mending the skylight which was damaged.

Overall, we feel that the work and additional costs incurred were necessary to bring the care home to a good standard and meet all the fire regulations. We believe this was good value for money and the Sisters are happy to be back there safe and comfortable.

- ◆ **Drumalis:** Major repairs to heal the gutters overflow on the new build was begun and a trial repair was carried out but owing to inclement weather the work has been delayed.



- ◆ **Middleton Convent:** We had an estimate for major work to the heating system to be carried out in the summer of 2023. This work was completed.
- ◆ **Duncan Terrace:** Ingress of water

Sisters are encouraged to be vigilant in the maintenance of houses for health and safety reasons, as well as general upkeep. PAT (Portable Appliance Testing) and fire risk assessments are carried out in our properties on a regular basis.

## **TRUSTEE DUTIES AND COMPLIANCE WITH CHARITY REQUIREMENTS** (continued)

### **Policies, Reports and Plans**

We reviewed our: Risk Management Policy

Health and safety Policy

Safeguarding Policy

Crisis Fund Policy

GDPR Policy

We ensured that our care communities and our retreat centres all have Health and Safety Policies in place.

We compiled our: Annual Appraisal

Province Action Plan

CIO Annual Report and Accounts (UK)

Charity Trust Annual Report and Accounts (UK)

Charity Commission Annual Report (Republic Ireland)

### ***Safeguarding***

The trustees are committed to implementing the policies and procedures of the Catholic Safeguarding Standards Agency (CSSA), the Religious Life Safeguarding Service (RLSS) and the National Board of Safeguarding Children in the Catholic Church in Ireland (NBSCCC). Two Sisters in Ireland (North and ROI) are delegated to represent the Province. One Sister is delegated in England to represent the Province. They attend the meetings relating to safeguarding in their respective areas. We ensure that our policies and procedures are in accordance with statutory regulations of State and Church. Following the publication of the IICSA Report on Child Sexual Abuse in the Catholic Church in November 2020, there have been a number of commentaries and webinars – aids to understanding the Report. We continue to draw the attention of our Sisters, in particular our safeguarding leads, and trustees to these. In February 2022 we signed contracts with both the CSSA and RLSS to ensure that we are supported in implementing the policies and procedures of Safeguarding in England and Wales.

### ***General Data Protection Regulation (GDPR)***

With the help of our solicitors we have drawn up an umbrella Data Protection Policy for the Charity, which covers the processing and control of data from four main areas: employment data; data relating to Sisters in care; data relating to the users of our retreat centres and data kept on individual Sisters in the Province office. This policy is reviewed on an annual basis.

St Gemma's Hospice has its own Data Protection Policy. An IT security audit has been completed. All high level remediation advice from the previous assessment has been actioned and none of the vulnerability discovered during the latest assessment is considered an immediate threat to the security of St Gemma's Hospice.

## **TRUSTEE DUTIES AND COMPLIANCE WITH CHARITY REQUIREMENTS** (continued)

### **Policies, Reports and Plans** (continued)

#### ***Investment Policy***

The Charity's investments are managed by Sarasin & Partners LLP and Charles Stanley & Co Limited in the UK. There are no restrictions on the Charity's power to invest.

The Investment Strategy is set by the trustees and takes into account income requirements, the risk profile and investment manager's views of the market prospects in the medium term.

The policy is to maximise total return through diversified portfolios whilst providing a level of income advised by trustees from time to time. During the year we were advised to move more stocks to equities, as returns were more profitable.

There is also an Ethical Policy precluding any investment in any company which, after reasonable enquiry, clearly has significant profits from any activity whose objectives are contrary to ours and considered to be unjust or damaging to health and wellbeing. The charity has now divested from fossil fuel companies in the Charles Stanley portfolio and redirected investment towards green energy and social housing.

The performance of the portfolios and the Charity's Investment Strategy are reviewed by the trustees, who meet with the investment managers twice yearly.

#### ***Insurance***

A review of the major risks to which the Province is exposed and of systems established to mitigate those risks is undertaken annually by the trustees. The province bursar is in regular contact with insurers for Ireland (Arachas) and United Kingdom (Marsh Commercial).

#### ***Crisis Fund***

Donations given to projects from our Crisis Fund are discussed, approved and recorded at our trustee meetings. The agreement of three trustees is needed to approve a donation. Due diligence is observed in checking the background details of the projects and those managing them. This includes alertness to possible scams. Acknowledgement is requested and accountability for any money given. In our edited minutes Sisters are apprised of donations which have been made and information shared on the projects which are supported. Requests are sometimes made from the Congregational Leadership Team to assist the work of the Congregation in other parts of the world.

The Sisters acknowledge, with gratitude, those who have given donations towards our Mission projects. Restricted donations go straight to the project for which the money has been given.

Whilst the trustees give support to United Kingdom organisations, whose work is within the objects of the Charity as stated in the Constitutions of the Sisters of the Cross and Passion CIO, the Charity does not regard itself as a grant-making entity and applications for grants are not invited.

**TRUSTEE DUTIES AND COMPLIANCE WITH CHARITY REQUIREMENTS** (continued)

**Policies, Reports and Plans** (continued)

***Fundraising Policy***

Income generation at St Gemma's is conducted by a team of fundraisers and retail staff directly employed by the Charity and led by the Director of Income Generation. No external professional fundraisers have been utilised during the year. The Hospice benefited from some relatively low value commercial participation partnerships with local companies, which were managed by the Senior Fundraiser (Corporate) and governed by written agreements. St Gemma's Hospice is registered with the Fundraising Regulator. The Director of Income Generation is a member of the National Association of Hospice Fundraisers. There have been no failures to comply with the standards set by these organisations.

The trustees of the Hospice monitor the activities of the Income Generation Team via quarterly meetings of the Finance and Business Committee. The chair of the Committee also meets with the directors of Corporate Services and Income Generation.

Policies to protect vulnerable individuals are in place and all fundraisers are aware of their responsibilities in this area.

***Continued Professional Development***

For our own professional development and to keep ourselves updated with changes we have attended the following online courses and **Zoom** meetings:

COREW, Conference/AGM	May, 2023
COREW Meetings by Zoom	July, Oct 2023
AMRI, Dublin – AGM	September 2023
AMRI Meetings	Apr, Jun, July, Oct 2023
Safeguarding (UK) RLSS	May, June, Sept,
Safeguarding Dublin	
Insurance Meetings	January, March 2024

***Meetings planned for our own needs:***

F&GP Committee with input from	Nov 2023
Investment Manager	Feb 2024
Pre-Audit by Zoom (for the year ended 31 March 2023)	July 2023
Audit (for the year ended 31 March 2023)	July 2023
Audit Clearance (for the year ended 31 March 2023)	September 2023
Pre-Audit (for the year ended 31 March 2024)	March 2023

***Meetings related to our Ministry:***

St Gemma's Hospice, Leeds	AGM -Nov 2023
All Board meetings & 2 Strategy meetings	
Le Chéile Trust, Dublin	Feb 2024
Drumalis AGM	October 2023
Minsteracres Board, Northumberland	Jun, Dec 2023; Feb 2024

**TRUSTEE DUTIES AND COMPLIANCE WITH CHARITY REQUIREMENTS** (continued)

**Policies, Reports and Plans** (continued)

***Continued Professional Development*** (continued)

*Internal Province Meetings:*

Trustee and PLT meetings

CLT/ACC

Monthly

July, Sept, Nov, Dec 2023;

Jan, March 2024

ROI Committee

Jun, Oct 2023; Jan 2024

Links Sisters with PLT

May, Sep 2023; Mar 2024

PLT/Managers of Care Communities:

Weekly by Telephone

Province Zoom with Sisters:

Monthly



## **GOVERNANCE, TRUSTEE RESPONSIBILITIES AND RISK MANAGEMENT**

### **Governance**

#### ***Sisters of the Cross and Passion CIO***

In terms of Canon Law, at international level the Congregational Leadership Team (CLT) is the major spiritual and administrative body of the Congregation of the Sisters of the Cross and Passion. The administration of the CLT continues to be centred in the United Kingdom.

The Province Leadership Team (PLT) consists of the Provincial Leader and her Councillors, who were elected at a Provincial Chapter in August 22 by members of the Province for a term of three years. The Province Leader is the highest authority in the Province and is its official representative. Her authority extends to all the Sisters, communities and properties of the Province. The Provincial Leader and team are assisted in their work by the Operational Manager, a lay woman, appointed in October 2019, and the newly appointed Confidential Secretary, in February 2023, a group of Sisters (Links Sisters), who represent smaller clusters of Sisters. They meet the PLT three times annually. This system allows for maximum participation in decision-making by all Sisters throughout the Province.

In terms of civil law, the Charity is governed by the Constitution of the Sisters of the Cross and Passion CIO dated 17 September 2019 and is a registered Charity under the Charities Act 2011. Charity registration No 1185348 (England and Wales). The Sisters of the Cross and Passion CIO is the main vehicle for delivering Province activities (except with the limited exception of the retained assets, activities, contracts and liabilities) retained in the Charitable Trust: Charity registration no 1038483 (England and Wales). The Charitable Trust ceased to be CQC-registered on 1 April 2021 (as the CQC registration transferred to the CIO on that date), and therefore ceased CQC registered activities at 24:00 on 31 March 2021.

The trustees of the Sisters of the Cross and Passion CIO are the Congregational leader, the provincial leader and provincial councillors. As all trustees are members of the Congregation they have a detailed knowledge of the work of the CIO and of its structure. The trustees, one of whom is the canonical bursar, are members of the Congregation and whilst their living and personal expenses are borne by the CIO, they receive no remuneration or reimbursement of expenses in connection with their duties as trustees. On being appointed, new trustees spend time with those trustees leaving office. They also meet with the Congregation's legal, accounting, investment and property advisors in order to obtain a full briefing of their responsibilities and the CIO's position. They attend training courses and seminars where appropriate.

The names of the trustees who served during the year are set out as part of the reference and administration details on page 1 of this annual report and accounts.

During the year, Saffery LLP were appointed as auditor to the Charity in accordance with the Charities Act 2011.

#### ***St Gemma's Hospice***

St Gemma's Hospice was previously a subsidiary charity of the Sisters of the Cross and Passion Charitable Trust until 31 March 2021, when membership was transferred to the CIO. It has its own board of governance. The Board is responsible for the overall direction and management of the Hospice, approves strategy and oversees its implementation.

## **GOVERNANCE, TRUSTEE RESPONSIBILITIES AND RISK MANAGEMENT** (continued)

### **Governance** (continued)

#### ***St Gemma's Hospice*** (continued)

The Board has approved a scheme of delegation, under which the majority of operational management and decision-making is delegated to the Chief Executive. The Chief Executive has a key role in the management and monitoring of service delivery, patient satisfaction, financial performance, the assessment and control of risk, and the prioritisation and allocation of resources.

The Chief Executive of the Hospice leads a Hospice Leadership Team (HLT) consisting of the Chief Executive, Chief Operating Officer, Consultant in Palliative Medicine and Chief Medical Officer, Director of Income Generation and Chief Nurse. The HLT has a strategic role in driving forward the Hospice and assisting the Chief Executive in discharging the duties delegated by the Board. It is the HLT that is in charge of challenging, leading, running and supporting the Hospice to achieve its aims.

The pay of the HLT is reviewed by the Board of Trustees, through the Remuneration Committee. The amount paid to members of the HLT is carefully considered, comparable to other roles in the market, and is benchmarked against other local hospices and national hospice reward and charity reward surveys and data. Best practice recommendations on setting remuneration, including those of the National Council for Voluntary Organisations (NCVO), are also taken into consideration. The levels paid are those necessary to ensure a well-run, effective organisation in line with regulatory requirements. Competitive salaries also help the Hospice to attract, recruit and retain the best possible calibre of staff, in a fiercely competitive environment.

#### **Trustees' Responsibility Statement**

The trustees are responsible for preparing the report of the trustees and the accounts in accordance with applied law and United Kingdom accounting standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, requires the trustees to prepare accounts for each financial year, which give a true and fair view of the state of affairs of the Charity and the group and of the income and expenditure of the group for that period. In preparing these accounts, the trustees are required to:

- ◆ select suitable accounting policies and then apply them consistently
- ◆ observe the methods and principles in accounting and reporting by Charities Statement of Recommended Practice, applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS102)
- ◆ make judgments and estimates that are reasonable and prudent
- ◆ state whether applicable United Kingdom accounting standards have been followed, subject to any material disclosed and explained in the accounts

## GOVERNANCE, TRUSTEE RESPONSIBILITIES AND RISK MANAGEMENT (continued)

### Trustees Responsibility Statement (continued)

- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011, Applicable Charity (accounts and reports) Regulations and the provisions of the Charity's Constitution. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees confirm that they have complied with their duty under the Charities Act 2011 to have regard to the Charity Commission's guidance on public benefit. Throughout this report, in particular in Chapter Two, the Trustees have demonstrated how the Charity has been faithful to this. The activities of the Charity can be divided into five main areas, namely: Education; Health; Pastoral and Spiritual Care; Social Care and Projects we support financially.

### Risk Management

#### *Sisters of the Cross and Passion*

The key risks for the Charity, as identified by the trustees, are described below, together with the principal ways they are mitigated:

- ◆ ***The age profile and health of the Sisters and future operation of the Charity.*** As of 31 March 2024 the Province has 69 members, including the Region. The average age at 31 March 2024 was 85. There are 13 Sisters over the age of 90 and 1 under the age of 70. There is one Sister under 60 in the Region. During the period April 2023 to March 2024 three Sisters died. The Trustees are aware that there is both a moral and legal obligation to care for the older Sisters. None of the Sisters have resources of their own, as all earnings, pensions and other income have been donated to the Charity under a gift aid compliant with Deed of Covenant.
- ◆ ***Key elements of the management of this risk are:***
  - a) ensuring that the Charity has available financial resources to finance this care, both now and in the years ahead, by setting aside assets in a designated fund, the value of which has been based on actuarial principles; and
  - b) ensuring that processes are in place to review regularly the ministries and needs of individual Sisters, encouraging those who need it to take on less demanding ministries and identifying those who need extra care and help.
- ◆ ***The value of investments and properties.*** The value of listed investments is dependent on movements in UK and world stock markets. The investments are managed by reputable investment managers, who adhere to a policy agreed by the trustees. The investment strategy is assessed regularly to ensure it remains appropriate to the Charity's needs, both now and into the future.

## GOVERNANCE, TRUSTEE RESPONSIBILITIES AND RISK MANAGEMENT (continued)

### Risk Management (continued)

#### *Sisters of the Cross and Passion (continued)*

- ◆ **Reliance on key staff and the need for succession planning.** Advice is taken on investment management, accountancy, actuarial, architectural, and legal and business matters from lay professionals. The Finance & General Purposes Committee meets three times a year, with sub-committees meeting when necessary. The Committee monitors risks and the Risk Management Policy and refers matters to the PLT for consideration.
- ◆ A review of major risks to which the Province is exposed and the systems established to mitigate those risks is undertaken annually by the trustees. The Province Bursar is in regular contact with our insurers; Marsh Commercial UK and Arachas in the Republic of Ireland. A Zoom meeting was held with Marsh Commercial in Manchester in March 2024.

During their pastoral visits, the trustees continue to monitor the major risks to which the Charity may be exposed and systems are investigated and established to mitigate these risks. The trustees attended various online courses during the year to keep abreast of any developments.

#### **St Gemma's Hospice**

The trustees of the Hospice undertake an annual review of the principal risks and uncertainties that the Hospice faces, categorising them under the following headings:

- ◆ **Governance and management** – this includes the risks involved in change in the Hospice Leadership Team or the Board which might lack direction; lack of skills and training among members of staff and the poor use of its resources.
- ◆ **Operational** – these are risks inherent in the Hospice activities including the operation of the Hospice; the unsuitability of buildings; poor maintenance; shortcomings in the services provided; difficulties with staff; poor health and safety; lack of disaster recovery plan etc.
- ◆ **Financial** – these risks include those arising as a result of poor budgetary control; inappropriate spending; poor accounting; inappropriate investment policy etc.
- ◆ **Reputational** – these are risks that might result from damage to the Hospice's reputation.
- ◆ **Regulatory** – these include those risks outside the Hospice's control such as changes in government policies and non-compliance with laws and regulations.

The Board of St Gemma's Hospice assesses and reviews the management of the major risks to which the Charity is exposed. There is a risk framework to support the identification and management of key risks and ensure risk management is an integral part of planning, decision-making and the day-to-day operations of service delivery. This framework incorporates procedures and processes and identifies clear roles and responsibilities in the reporting and management of key risks.

**GOVERNANCE, TRUSTEE RESPONSIBILITIES AND RISK MANAGEMENT** (continued)

**Risk Management** (continued)

***St Gemma's Hospice*** (continued)

The risk register is developed by the Hospice Leadership Team and is scrutinised by the relevant committees and Board on a quarterly basis. The Chief Executive prepares an Annual Governance Statement (AGS) which identifies how the Hospice ensures effective governance and risk management in compliance with the Voluntary Code of Good Governance framework.

Securing adequate PPE has been challenging across the health care sector, but St Gemma's has been able to procure sufficient supplies through a number of means such as active campaigning through the media, the support of the local community and through some NHS commercial channels.

**SUMMARY AND ACKNOWLEDGEMENTS**

This report is a summary of the work of the Congregation. The accounts accompanying this report show the movement of funds in the year ended 31 March 2024.

We, the Trustees, acknowledge with gratitude the professionalism and commitment of all our staff, volunteers and the individual members of the Congregation. Their dedication, support and positive approach are very encouraging for us.

We wish also to record our thanks to the professional bodies on whose advice and expertise we rely.

Approved by the Trustees and signed on their behalf by:

*Sr. Savio Steed CP*

Sister Savio Steed CP  
Trustee

Date: 15 November 2024



## **Independent Auditor's Report to the Members of Sisters of the Cross and Passion CIO for the Year Ended 31 March 2024**

### **Opinion**

We have audited the financial statements of Sisters of the Cross and Passion CIO (the 'parent charity') and its subsidiaries (the 'group') for the year ended 31 March 2024 which comprise the consolidated statement of financial activities, the consolidated and charity balance sheets, the consolidated statement of cashflows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- ◆ give a true and fair view of the state of the group and parent charity's affairs as at 31 March 2024 and of the group's and the parent charity's incoming resources and application of resources 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 Charities Act 2011.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent 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 group or the parent 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. 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.

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

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- ◆ the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- ◆ the parent charity has not kept sufficient accounting records; or
- ◆ the parent charity's financial statements are not in agreement with the accounting records and returns; or
- ◆ we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' Responsibilities Statement set out on page 39, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group and the parent 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 group or the parent charity or to cease operations, or have no realistic alternative but to do so.

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

We have been appointed as auditors under the Charities Act 2011 and report in accordance with regulations made under that Act.

**Auditors' responsibilities for the audit of the financial statements** (continued)

Our objectives are to obtain reasonable assurance about whether the group and parent 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 are detailed below.

***Identifying and assessing risks related to irregularities:***

We assessed the susceptibility of the group and parent charity's financial statements to material misstatement and how fraud might occur, including through discussions with the trustees, discussions within our audit team planning meeting, updating our record of internal controls and ensuring these controls operated as intended. We evaluated possible incentives and opportunities for fraudulent manipulation of the financial statements. We identified laws and regulations that are of significance in the context of the group and parent charity by discussions with trustees and updating our understanding of the sectors in which the group and parent charity operate.

Laws and regulations of direct significance in the context of the group and parent charity include the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and guidance issued by the Charity Commission for England and Wales.

***Audit response to risks identified:***

We considered the extent of compliance with these laws and regulations as part of our audit procedures on the related financial statement items including a review of financial statement disclosures. We reviewed the parent charity's records of breaches of laws and regulations, minutes of meetings and correspondence with relevant authorities to identify potential material misstatements arising. We discussed the parent charity's policies and procedures for compliance with laws and regulations with members of management responsible for compliance.

During the planning meeting with the audit team, the engagement partner drew attention to the key areas which might involve non-compliance with laws and regulations or fraud. We enquired of management whether they were aware of any instances of non-compliance with laws and regulations or knowledge of any actual, suspected or alleged fraud.



**Auditors' responsibilities for the audit of the financial statements** (continued)

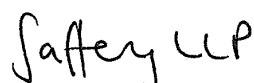
We addressed the risk of fraud through management override of controls by testing the appropriateness of journal entries and identifying any significant transactions that were unusual or outside the normal course of business. We assessed whether judgements made in making accounting estimates gave rise to a possible indication of management bias. At the completion stage of the audit, the engagement partner's review included ensuring that the team had approached their work with appropriate professional scepticism and thus the capacity to identify non-compliance with laws and regulations and fraud.

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

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

**Use of our report**

This report is made solely to the parent charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the parent charity trustees 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 parent charity and the parent charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



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**Saffery LLP**

10 Wellington Place

Statutory Auditors

Leeds

Date: 19 December 2024

LS1 4AP

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

## Consolidated statement of financial activities Year to 31 March 2024

	Notes	Un-restricted funds £	Restricted funds £	Total funds 2024 £	Un-restricted funds £	Restricted funds £	Total funds 2023 £
<b>Income from:</b>							
Donations and legacies	1	1,558,239	3,272,558	4,830,797	1,490,484	4,666,842	6,157,326
Investment income and interest receivable	2	625,248	313,834	939,082	418,724	195,037	613,761
Charitable activities							
. Provision of hospice care	3	—	4,923,294	4,923,294	—	5,140,878	5,140,878
. Retreat and similar income		464,203	—	464,203	419,192	—	419,192
Other trading activities							
. Income from charity shops			4,309,544	4,309,544	—	4,050,961	4,050,961
. Room hire and rental income		7,502	—	7,502	8,857	—	8,857
. Fundraising events and lotteries		—	1,110,022	1,110,022	—	955,628	955,628
Other sources							
. Miscellaneous income		27,344	57,374	84,718	34,975	49,953	84,928
		<u>2,682,536</u>	<u>13,986,626</u>	<u>16,669,162</u>	<u>2,372,232</u>	<u>15,059,299</u>	<u>17,431,531</u>
Donations from Sisters of the Cross and Passion Charitable Trust (Charity Registration Number 1038483)	24	9,820,000	—	9,820,000	—	—	—
<b>Total income</b>		<u>12,502,536</u>	<u>13,986,626</u>	<u>26,489,162</u>	<u>2,372,232</u>	<u>15,059,299</u>	<u>17,431,531</u>
<b>Expenditure on:</b>							
Raising funds							
. Cost of raising donations		—	1,698,067	1,698,067	—	1,598,550	1,598,550
. Fundraising activities including charity shops		—	3,273,166	3,273,166	—	2,760,244	2,760,244
. Investment management costs		4,465	32,597	37,062	5,160	31,390	36,550
Charitable activities							
. Provision of hospice care	4	—	9,817,435	9,817,435	—	9,128,699	9,128,699
. Donations and support of overseas missions	5	153,634	—	153,634	11,827	—	11,827
. Support of members of the Congregation and their ministry	6	5,565,496	—	5,565,496	5,088,371	—	5,088,371
<b>Total expenditure</b>		<u>5,723,595</u>	<u>14,821,265</u>	<u>20,544,860</u>	<u>5,105,358</u>	<u>13,518,883</u>	<u>18,624,241</u>
<b>Net income (expenditure) before net investment gains (losses)</b>		<u>6,778,941</u>	<u>(834,639)</u>	<u>5,944,302</u>	<u>(2,733,126)</u>	<u>1,540,416</u>	<u>(1,192,710)</u>
Net investment gains (losses)		<u>922,680</u>	<u>457,357</u>	<u>1,380,037</u>	<u>(872,381)</u>	<u>(465,379)</u>	<u>(1,337,760)</u>
<b>Net income (expenditure) and net movement in funds</b>	8	<u>7,701,621</u>	<u>(377,282)</u>	<u>7,324,339</u>	<u>(3,605,507)</u>	<u>1,075,037</u>	<u>(2,530,470)</u>
<b>Reconciliation of funds:</b>							
Fund balances at 1 April 2023		39,930,892	15,239,003	55,169,895	43,536,399	14,163,966	57,700,365
Fund balances at 31 March 2024	18	<u>47,632,513</u>	<u>14,861,721</u>	<u>62,494,234</u>	<u>39,930,892</u>	<u>15,239,003</u>	<u>55,169,895</u>

All recognised gains and losses are included in the above statement of financial activities.

## Charity statement of financial activities Year to 31 March 2024

	Notes	Un-restricted funds £	Restricted funds £	Total funds 2024 £	Un-restricted funds £	Restricted funds £	Total funds 2023 £
<b>Income from:</b>							
Donations and legacies	1	1,558,239	—	1,558,239	1,490,484	—	1,490,484
Investment income	2	625,248	—	625,248	418,724	—	418,724
Retreat and similar income		464,203	—	464,203	419,192	—	419,192
Other trading activities							
. Room hire		7,502	—	7,502	8,857	—	8,857
Other income (including foreign exchange gain)		27,344	—	27,344	34,975	—	34,975
		<u>2,682,536</u>	<u>—</u>	<u>2,682,536</u>	<u>2,372,232</u>	<u>—</u>	<u>2,372,232</u>
Donations from Sisters of the Cross and Passion Charitable Trust (Charity Registration Number 1038483)	24	9,820,000	—	9,820,000	—	—	—
<b>Total income</b>		<u>12,502,536</u>	<u>—</u>	<u>12,502,536</u>	<u>2,372,232</u>	<u>—</u>	<u>2,372,232</u>
<b>Expenditure on:</b>							
Investment managers costs		4,465	—	4,465	5,160	—	5,160
Donations and support of overseas missions	5	153,634	—	153,634	11,827	—	11,827
Support of members of the Congregation and their ministry	6	5,565,496	—	5,565,496	5,088,371	—	5,088,371
<b>Total expenditure</b>		<u>5,723,595</u>	<u>—</u>	<u>5,723,595</u>	<u>5,105,358</u>	<u>—</u>	<u>5,105,358</u>
<b>Net income (expenditure) before net investment gains (losses)</b>		<u>6,778,941</u>	<u>—</u>	<u>6,778,941</u>	<u>(2,733,126)</u>	<u>—</u>	<u>(2,733,126)</u>
<b>Gains (losses) on investment assets</b>							
. Realised		405	—	405	(67,373)	—	(67,373)
. Unrealised		922,275	—	922,275	(805,008)	—	(805,008)
<b>Net income (expenditure) and net movement in funds</b>	8	<u>7,701,621</u>	<u>—</u>	<u>7,701,621</u>	<u>(3,605,507)</u>	<u>—</u>	<u>(3,605,507)</u>
<b>Reconciliation of funds:</b>							
Fund balances at 1 April 2023		39,930,892	—	39,930,892	43,536,399	—	43,536,399
Fund balances at 31 March 2024	18	<u>47,632,513</u>	<u>—</u>	<u>47,632,513</u>	<u>39,930,892</u>	<u>—</u>	<u>39,930,892</u>

All recognised gains and losses are included in the above statement of financial activities.

## Consolidated and charity balance sheets 31 March 2024

	Notes	Group		Charity	
		2024 £	2023 £	2024 £	2023 £
<b>Fixed assets:</b>					
Tangible assets	11	<b>27,572,252</b>	28,182,803	<b>25,020,488</b>	25,625,885
Investments					
. Listed investments	12	<b>19,679,051</b>	19,120,677	<b>13,004,983</b>	12,871,960
. Programme related investments	12	<b>136,364</b>	139,239	<b>136,364</b>	139,239
<b>Total fixed assets</b>		<b>47,387,667</b>	47,442,719	<b>38,161,835</b>	38,637,084
<b>Current assets:</b>					
Stocks		<b>10,941</b>	14,271	—	—
Debtors	13	<b>760,588</b>	2,214,398	<b>52,007</b>	3,078
Investments		<b>3,500,000</b>	2,531,415	—	—
Cash at bank and in hand		<b>12,155,184</b>	5,423,477	<b>9,563,780</b>	1,516,778
<b>Total current assets</b>		<b>16,426,713</b>	10,183,561	<b>9,615,787</b>	1,519,856
<b>Liabilities:</b>					
Creditors: amounts falling due within one year	14	<b>(1,320,146)</b>	(2,456,385)	<b>(145,109)</b>	(226,048)
<b>Net current assets</b>		<b>15,106,567</b>	7,727,176	<b>9,470,678</b>	1,293,808
<b>Total net assets</b>		<b>62,494,234</b>	55,169,895	<b>47,632,513</b>	39,930,892
<b>The funds of the Charity:</b>					
Restricted funds	15	<b>14,861,721</b>	15,239,003	—	—
Unrestricted funds					
. Designated funds	16	<b>13,272,432</b>	13,275,937	<b>13,272,432</b>	13,275,937
. Tangible fixed assets fund	17	<b>25,020,488</b>	25,625,885	<b>25,020,488</b>	25,625,885
. General fund	18	<b>9,339,593</b>	1,029,070	<b>9,339,593</b>	1,029,070
		<b>62,494,234</b>	55,169,895	<b>47,632,513</b>	39,930,892

Approved by the trustees  
and signed on their behalf by:

*Sr. Savio Steed CP*

Sister Savio Steed CP  
Trustee

Approved on: 15 November 2024

## Consolidated statement of cash flows 31 March 2024

	Notes	2024 £	2023 £
<b>Cash flows from operating activities:</b>			
Net cash provided by (used in) operating activities	A	<b>6,683,646</b>	(538,418)
<b>Cash flows from investing activities:</b>			
Investment income and interest received		<b>939,082</b>	613,761
Proceeds from the disposal of tangible fixed assets		<b>8,768</b>	1,200
Purchase of tangible fixed assets		<b>(826,490)</b>	(787,368)
Proceeds from the disposal of investments		<b>6,229,823</b>	4,008,647
Purchase of investments		<b>(5,246,089)</b>	(1,643,282)
<b>Net cash provided by investing activities</b>		<b>1,105,094</b>	2,192,958
<b>Change in cash and cash equivalents in the year</b>		<b>7,788,740</b>	1,654,540
<b>Cash and cash equivalents at 1 April 2023</b>		<b>8,511,258</b>	6,967,947
<b>Change in cash and cash equivalents due to exchange rate movements</b>		<b>73,623</b>	(111,229)
<b>Cash and cash equivalents at 31 March 2024</b>	B	<b>16,373,621</b>	8,511,258

### Notes to the statement of cash flows for the year to 31 March 2024.

#### A Reconciliation of net movement in funds to net cash provided by (used in) operating activities

	2024 £	2023 £
<b>Net movement in funds (as per the statement of financial activities)</b>	<b>7,324,339</b>	(2,530,470)
<b>Adjustments for:</b>		
Depreciation charge	<b>1,350,689</b>	1,292,151
(Gains) losses on investments	<b>(1,380,037)</b>	1,337,760
Investment income and interest receivable	<b>(939,082)</b>	(613,761)
Net loss on disposal of tangible fixed assets	<b>6,836</b>	3,328
Decrease in stocks	<b>3,330</b>	1,481
Decrease (increase) in debtors	<b>1,453,810</b>	(883,398)
(Decrease) increase in creditors	<b>(1,136,239)</b>	854,491
<b>Net cash provided by (used in) operating activities</b>	<b>6,683,646</b>	(538,418)

#### B Analysis of cash and cash equivalents

	2024 £	2023 £
Cash at bank and in hand	<b>12,155,184</b>	5,423,477
Cash held by investment managers	<b>718,437</b>	556,366
Current asset investments	<b>3,500,000</b>	2,531,415
<b>Total cash and cash equivalents</b>	<b>16,373,621</b>	8,511,258

No separate reconciliation of net debt has been prepared as there is no difference between the net cash (debt) of the charity and the above cash and cash equivalents.

## **Principal accounting policies 31 March 2024**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

### **Basis of preparation**

These accounts have been prepared for the year to 31 March 2024, with comparative information given for the year to 31 March 2023.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these accounts. The accounts are presented in sterling and are rounded to the nearest pound.

The accounts 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 United Kingdom and Republic of Ireland (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in sterling and are rounded to the nearest £1.

### **Critical accounting estimates and areas of judgement**

Preparation of the accounts requires the trustees and management to make significant judgements and estimates.

The items in the accounts where these judgements and estimates have been made include:

- ◆ estimating the useful economic life of tangible fixed assets;
- ◆ allocation of support costs across charitable activities; and
- ◆ estimating the value of legacies to be recognised in accordance with FRS 102.

### **Assessment of going concern**

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of one year from the date of approval of these accounts.

The trustees of the charity have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees are of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

### **Consolidated accounts**

The accounts consolidate, on a line-by-line basis, the results of the Charity and its charitable subsidiary, St Gemma's Hospice, and the hospice's subsidiary, St Gemma's Hospice Services Limited, made up to the balance sheet date.

**Income recognition**

Income is recognised in the period in which the Group has entitlement to the income, the amount of income can be measured reliably and it is probable that the income will be received.

Income comprises donations and legacies, investment income and interest receivable, income from the provision of hospice care, retreat income, grants receivable, income from trading activities (including the operation of charity shops, room hire and income from fundraising events and lotteries) and miscellaneous income.

Donations, including salaries and pensions of individual religious received under Gift Aid or deed of covenant, and donations from the Cross and Passion Charitable Trust are recognised when the Group and Charity has confirmation of both the amount and settlement date. In the event of donations pledged but not received, the amount is accrued for where the receipt is considered probable and can be reliably estimated. In the event that a donation is subject to conditions that require a level of performance before the Group and Charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the Group and Charity and it is probable that those conditions will be fulfilled in the reporting period.

In accordance with the Charities SORP FRS 102 volunteer time is not recognised.

Gifts in kind and donated services are included at the lower of their value to the Group and Charity and their estimated market value.

Legacies are included in the statement of financial activities when the Group and Charity is entitled to the legacy, the executors have established that there are sufficient surplus assets in the estate to pay the legacy, and any conditions attached to the legacy are within the control of the Group and Charity.

Entitlement is taken as the earlier of the date on which either: the Group and Charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor to the Group and Charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Group and Charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the Group and Charity, or the Group and Charity are aware of the granting of probate, but the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title of the asset having being transferred to the Group and Charity.

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

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

**Income recognition** (continued)

Contracts and service agreements in respect to the provision of hospice care are recognised to the extent that it is probable that the economic benefits will flow to the Group and Charity and the income can be reliably measured. It is measured at fair value of the consideration received or receivable, excluding any relevant value added tax.

Income from the provision of retreats is recognised to the extent that it is probable that the economic benefits will flow to the Charity and the income can be reliably measured. It is measured at fair value of the consideration received or receivable, excluding any relevant value added tax.

Grants from government, NHS bodies, Clinical Commissioning Groups and from trusts and foundations have been included as income from charitable activities, i.e. the provision of healthcare and related services where they amount to a contract for services but as donations where the money is given in response to an appeal or grant application or with greater freedom of use, e.g. for core purposes. Deferred income includes amounts received in respect of grants received for work to be carried out in the next financial year.

Income received by way of fundraising events, lotteries, room hire and other trading receipts are credited in the accounts when the Group and Charity are legally entitled to the income and the amount can be quantified with reasonable accuracy. These are shown gross before deductions of related expenses and net of VAT.

**Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. The classification between activities is as follows:

- a. Expenditure on raising funds comprises the salaries, direct costs and overheads incurred in soliciting donations, the costs associated with operating charity shops and the fees paid to investment managers in connection with the management of the Group and Charity's listed investments, net of rebates received. Rebates arise when the fees deducted automatically through charges for common investment funds and related transactions exceed the fees agreed between the Group and Charity and their investment managers.
- b. Expenditure on charitable activities comprises expenditure on the Group and Charity's primary charitable purposes as described in the trustees' report and includes:
  - ◆ Expenditure incurred in the provision of hospice services including the costs of providing clinical, emotional and spiritual care to physically ill people of all races and creeds at St Gemma's Hospice.
  - ◆ Expenditure on provision of retreats to members of the public.



**Expenditure recognition** (continued)

- ◆ Charitable donations which relate, in the main, to the support of the Charity's missionary work overseas and the support of the Roman Catholic charitable organisations.
- ◆ Expenditure on the support of the work of the Sisters. Such expenditure enables the members to carry out the work of the Charity in the areas of the advancement of the Roman Catholic faith and the relief of poverty.

All expenditure is stated inclusive of irrecoverable VAT.

**Allocation of indirect costs and governance costs**

Indirect costs represent indirect charitable expenditure. In order to carry out the primary purposes of the Charity and Group it is necessary to provide support in the form of personnel development, financial procedures, provision of office services and equipment and a suitable working environment.

Governance costs comprise the costs involving the public accountability of the Charity and Group (including audit costs) and costs in respect to its compliance with regulation and good practice.

Indirect costs and governance costs are able to be allocated directly to the specific charitable activities to which they relate.

**Tangible fixed assets**

All assets costing more than £1,000 and with an expected useful life exceeding one year are capitalised.

- ◆ *Freehold land and buildings*  
Freehold land and buildings are shown on the balance sheet at deemed cost or, where donated, at their value at the date of donation.

Depreciation is provided at 2% per annum on a straight line basis to write the buildings off over their estimated useful life to the Charity. Land is not depreciated.

- ◆ *Improvements to leasehold properties*  
Improvements to leasehold properties are capitalised and depreciated at 5% per annum on a straight line basis.
- ◆ *Plant, furniture and equipment*  
Expenditure on the purchase and replacement of items of plant, furniture and equipment, including computer equipment, is depreciated over a four to six year period on a reducing balance basis.
- ◆ *Motor vehicles*  
Motor vehicles are capitalised and depreciated over a four to five year period on a reducing balance basis, in order to write off each vehicle over its estimated useful life.

**Tangible fixed assets** (continued)

♦ *Computer equipment*

Computer equipment is capitalised and depreciated over a four year period on a straight line basis, in order to write off each item over its estimated useful life.

♦ *Assets under construction*

Assets under construction are included at cost. Depreciation on these assets is not charged until they are brought into use and reclassified to freehold land and buildings, or improvements to leasehold properties.

**Fixed asset investments**

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

The Group and Charity do not acquire put options, derivatives or other complex financial instruments.

As noted above the main form of financial risk faced by the Group and Charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and their opening carrying value or their purchase value is acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value at that date. Realised and unrealised investment gains (or losses) are combined in the statement of financial activities and are credited (or debited) in the year in which they arise.

**Programme related investments**

Programme related investments comprise units in an investment vehicle promoting global justice by challenging people, churches and others to share their resources through socially responsible investments and by empowering disadvantaged people by providing them with credit. These are included on the balance sheet at cost with any diminution in value debited to the statement of financial activities.

**Stocks**

Stocks are valued at the lower of cost and net realisable value. Items donated for resale are not included in the accounts until they are sold.

**Debtors**

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid.

**Current Asset Investments**

Current asset investments include short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Cash at bank and in hand**

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition.

**Creditors**

Creditors are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors are recognised at the amount the Group and Charity anticipates it will pay to settle the debt.

**Fund structure**

The general fund comprises those monies which may be used towards meeting the charitable objectives of the Charity and which may be applied at the discretion of the trustees.

The tangible fixed assets fund represents the net book value of the tangible fixed assets excluding those used by St Gemma's Hospice.

The designated funds are monies set aside out of general funds and designated for specific purposes, although the trustees may ultimately use such funds for other purposes.

The restricted funds are monies raised for, and their use restricted to, a specific purpose, or donations subject to donor imposed conditions and comprise the net assets of St Gemma's Hospice and its subsidiary.

**Foreign currencies**

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the average rate of exchange for the year. Exchange differences are taken into account in arriving at the net movement in funds.

**Pension costs**

***Charity:***

The Charity offers its employees membership of a defined contribution pension scheme administered by the National Employment Savings Trust (NEST). Contributions to the scheme are debited to the statement of financial activities in the year in which they are payable to the scheme. The assets of the scheme are held by an independent corporate trustee, whose activities are governed by the National Employment Savings Trust Order 2010, made by the Secretary of State in exercise of powers confirmed under the Pensions Act 2008.

***St Gemma's Hospice***

The hospice operates two pension schemes:

- ♦ The National Health Service Superannuation Scheme, a defined benefit scheme which is only available to staff who have previously contributed to the scheme. The administration of this scheme is dealt with by the National Health Service agencies. Contributions to this scheme are paid in respect of current service, there is no liability to the hospice in respect of past service and the hospice has applied the multi-employer exemption under FRS 102 to account for the scheme as a defined contribution scheme.

## Principal accounting policies 31 March 2024

### Pension costs (continued)

#### ***St Gemma's Hospice*** (continued)

- ◆ A Group Personal Pension Scheme, which is a defined contribution pension scheme, administered by Standard Life which is available to all employees.

### Services provided by members of the Congregation

For the purpose of these accounts, no monetary value has been placed on the care, administrative and other services provided by the members of the Congregation.

### Operating leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the statement of financial activities on a straight line basis over the lease term.

**1 Donations and legacies**

Group	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Unrestricted funds £	Restricted funds £	Total funds 2023 £
Salaries and pensions of individual religious received under Gift Aid or deed of covenant	1,440,999	—	1,440,999	1,381,675	—	1,381,675
Legacies	8,378	1,796,980	1,805,358	—	3,109,107	3,109,107
Donations	108,772	1,351,231	1,460,003	102,477	1,436,324	1,538,801
Grants	—	124,347	124,347	—	121,411	121,411
Other voluntary income	90	—	90	6,332	—	6,332
<b>Total funds</b>	<b>1,558,239</b>	<b>3,272,558</b>	<b>4,830,797</b>	<b>1,490,484</b>	<b>4,666,842</b>	<b>6,157,326</b>

All unrestricted funds for 2024 relate to the Charity only. The Charity received no restricted donations and legacies during the year ended 31 March 2024 (2023 – none).

**2 Investment income and interest receivable**

Group	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Unrestricted funds £	Restricted funds £	Total funds 2023 £
Income from listed investments	316,146	157,967	474,113	412,558	171,673	584,231
Interest receivable						
· Bank interest	261,060	155,867	416,927	575	23,364	23,939
· Interest on cash held by investment managers	48,042	—	48,042	5,591	—	5,591
	309,102	155,867	464,969	6,166	23,364	29,530
<b>Total funds</b>	<b>625,248</b>	<b>313,834</b>	<b>939,082</b>	<b>418,724</b>	<b>195,037</b>	<b>613,761</b>

All unrestricted funds for the year ended 31 March 2023 and 2024 relate to the Charity only. The Charity received no restricted investment income and interest receivable in the year ended 31 March 2023 and 2024.

**3 Income from the provision of hospice care**

Group	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Unrestricted funds £	Restricted funds £	Total funds 2023 £
District Health Authority Income	—	4,509,535	4,509,535	—	4,801,085	4,801,085
Covid 19 grant income from NHS England	—	—	—	—	27,535	27,535
Training and education	—	159,579	159,579	—	146,322	146,322
Bistro	—	83,518	83,518	—	71,912	71,912
Other income	—	170,662	170,662	—	94,024	94,024
<b>Total funds</b>	<b>—</b>	<b>4,923,294</b>	<b>4,923,294</b>	<b>—</b>	<b>5,140,878</b>	<b>5,140,878</b>

**4 Expenditure on the provision of hospice care**

<b>Group</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds 2024 £</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds 2023 £</b>
In-patient care	—	6,252,461	6,252,461	—	5,876,032	5,876,032
Community care	—	1,892,116	1,892,116	—	1,641,879	1,641,879
Day hospice	—	625,617	625,617	—	597,710	597,710
Bereavement support	—	303,926	303,926	—	294,656	294,656
Education and research	—	743,315	743,315	—	718,422	718,422
<b>Total funds</b>	<b>—</b>	<b>9,817,435</b>	<b>9,817,435</b>	<b>—</b>	<b>9,128,699</b>	<b>9,128,699</b>

**5 Donations and support of overseas missions**

<b>Group and Charity</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds 2024 £</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds 2023 £</b>
Grants to the Sisters of the Cross and Passion Charitable Trust	140,000	—	140,000	—	—	—
Grants to the Congregation's overseas missions	13,634	—	13,634	11,827	—	11,827
	<b>153,634</b>	<b>—</b>	<b>153,634</b>	<b>11,827</b>	<b>—</b>	<b>11,827</b>

**6 Support of members of the Congregation and their ministry**

<b>Group and Charity</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds 2024 £</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds 2023 £</b>
Sisters' living and personal expenses	627,960	—	627,960	576,892	—	576,892
Premises	3,656,736	—	3,656,736	3,404,984	—	3,404,984
Education, training and spiritual renewal	406,784	—	406,784	330,083	—	330,083
Administrative and similar costs	682,875	—	682,875	626,516	—	626,516
Other costs	16,522	—	16,522	22,802	—	22,802
Foreign exchange losses	90,566	—	90,566	19,780	—	19,780
Governance costs (note 7)	84,053	—	84,053	107,314	—	107,314
<b>Total funds</b>	<b>5,565,496</b>	<b>—</b>	<b>5,565,496</b>	<b>5,088,371</b>	<b>—</b>	<b>5,088,371</b>

**7 Governance costs**

<b>Group</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds 2024 £</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total funds 2023 £</b>
Accountancy	49,215	—	49,215	76,860	—	76,860
Auditor's remuneration						
• Statutory	22,562	21,475	44,037	19,500	20,450	39,950
• Non-statutory	—	4,900	4,900	—	3,050	3,050
St Gemma's other costs	—	80,211	80,211	—	78,659	78,659
Bank fees and charges	12,276	—	12,276	10,954	—	10,954
	<b>84,053</b>	<b>106,586</b>	<b>190,639</b>	<b>107,314</b>	<b>102,159</b>	<b>209,473</b>

## 7 Governance costs (continued)

The above governance costs have been allocated to the following activities:

	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Unrestricted £	Restricted £	Total 2023 £
Raising funds	—	36,938	36,938	—	32,719	32,719
In-patient care	—	43,849	43,849	—	44,848	44,848
Community care	—	10,722	10,722	—	11,004	11,004
Day hospice	—	7,336	7,336	—	5,919	5,919
Bereavement support	—	2,702	2,702	—	2,334	2,334
Education and research	—	5,039	5,039	—	5,335	5,335
Support of members of the Congregation and their ministry	84,053	—	84,053	107,314	—	107,314
	<b>84,053</b>	<b>106,586</b>	<b>190,639</b>	<b>107,314</b>	<b>102,159</b>	<b>209,473</b>

## 8 Net income (expenditure) and net movement in funds

This is stated after charging:

Group	Total 2024 £	Total 2023 £
Auditor's remuneration		
. Statutory	44,037	39,950
. Non-statutory- Taxation services & reporting to group auditors	4,900	3,050
Depreciation	1,350,689	1,292,151
Operating lease rental - land and buildings	522,360	509,590
Operating lease rental - equipment	13,746	9,701

Charity	Total 2024 £	Total 2023 £
Auditors' remuneration		
. Statutory	22,562	19,500
Depreciation	627,219	640,363

## 9 Staff costs and remuneration of key management personnel

Group	2024 £	2023 £
Staff costs during the year were as follows:		
Wages and salaries	11,588,712	10,698,993
Social security costs	1,049,141	1,014,022
Other pension costs	768,393	699,848
	<b>13,406,246</b>	<b>12,412,863</b>



**9 Staff costs and remuneration of key management personnel** (continued)

<b>Charity</b>	<b>2024 £</b>	<b>2023 £</b>
Staff costs during the year were as follows:		
Wages and salaries	<b>2,389,307</b>	2,259,975
Social security costs	<b>201,027</b>	196,028
Other pension costs	<b>30,089</b>	28,616
	<b>2,620,423</b>	2,484,619

The number of employees who earned £60,000 per annum or more (excluding employer's pension contributions but including taxable benefits) during the year is shown below. All of the higher paid employees were employed at St Gemma's Hospice.

<b>Group</b>	<b>Total 2024 No.</b>	<b>Total 2023 No.</b>
£60,001 - £70,000	<b>1</b>	—
£70,001 - £80,000	<b>1</b>	2
£80,001 - £90,000	<b>2</b>	2
£90,001 - £100,000	<b>1</b>	1
£100,001 - £110,000	<b>2</b>	2
£140,001 - £150,000	<b>—</b>	1
£150,001 - £160,000	<b>1</b>	—
	<b>8</b>	8

As shown above, St Gemma's Hospice has employed eight individuals (2023 – eight) who earned over £60,000. Four of these are medical consultants who are directly employed on NHS equivalent contracts, in line with national agreements. The others are members of the Hospice Leadership Team (HLT), responsible for running the Hospice. The Chief Executive is not the highest paid employee. No trustees received remuneration during the current or prior year. No travel or subsistence expenses were paid to trustees during the current or prior year.

The average headcount of employees during the year was:

	<b>2024 No.</b>	<b>2023 No.</b>
St Gemma's Hospice	<b>299</b>	301
Support of Sisters and their ministry	<b>117</b>	113
	<b>416</b>	414

The Trustees consider that they, together with the Province Bursar, comprise the key management personnel of the Charity in charge of directing and controlling, running and operating the Charity on a day to day basis.

In terms of St Gemma's Hospice, the Charity's subsidiary, the board of St Gemma's Hospice is responsible for the overall direction and management of the hospice. The board has overall responsibility for ensuring the hospice is managed efficiently, approves the strategy and oversees its implementation.

**9 Staff costs and remuneration of key management personnel** (continued)

The Chief Executive of the hospice leads a Hospice Leadership Team (HLT) consisting of the Chief Executive, Chief Operating Officer, Consultant in Palliative Medicine and Chief Medical Officer, Director of Income Generation and Chief Nurse. The HLT has a strategic role in driving forward the hospice and assisting the Chief Executive in discharging the duties delegated by the board. It is the HLT that is in charge of challenging, leading, running and supporting the hospice to achieve its aims.

As explained in note 10 below, all Trustees and the Province Bursar are members of the Congregation and whilst their living and personal expenses are borne by the Charity they receive no remuneration or reimbursement of expenses in connection with their duties as Trustees.

The Charity's Trustees are all members of the Congregation and consequently their living and personal expenses, all of which are consistent with the amounts paid in respect to other members of the Congregation, are borne by the Charity. No Trustees received any remuneration or reimbursement of expenses in connection with their duties as Trustees (2023 – none) and therefore no remuneration was payable to the key management of the Charity during the year (2023 – none).

The total remuneration (including taxable benefits, employer's pension contributions and employers' national insurance contributions) of the key management personnel of St Gemma's Hospice and the group for the year was therefore £717k (2023 – £724k).

**10 Trustees' expenses and remuneration and transactions with trustees**

The Charity's Trustees are all members of the Congregation and consequently their living and personal expenses, all of which are consistent with the amounts paid in respect to other members of the Congregation, are borne by the Charity. No Trustees received any remuneration or reimbursement of expenses in connection with their duties as Trustees (2023 – none).

As members of the Congregation, none of the trustees have resources of their own as all earnings, pensions and other income have been donated to the charity under a Gift Aid compliant Deed of Covenant. During the year, the total amount donated by the trustees to the charity was £64,861 (2023 – £55,707).

The trustees of St Gemma's Hospice did not receive any remuneration (2023 – none). No trustees of St Gemma's Hospice was reimbursed expenses during the year (2023 – £nil). Indemnity insurance is provided for the trustees of St. Gemma's Hospice. The aggregate amount of cash donations received from Trustees of St Gemma's Hospice during the year was £5,195 (2023 – £25).

Schofield Sweeney has provided legal advice in relation to St Gemma's Hospice's lease arrangements. Chris Schofield (a trustee of St Gemma's Hospice, who resigned on 30 September 2023) is the Chairman of Schofield Sweeney.

**11 Tangible fixed assets**

<b>Group</b>	Freehold land and buildings £	Improvements to leasehold property £	Plant, furniture and equipment £	Motor vehicles £	Assets under construction £	<b>Total £</b>
<b>Cost or valuation</b>						
At 1 April 2023	30,648,010	6,670,892	6,500,440	459,742	212,051	<b>44,491,135</b>
Exchange movement	(87,636)	—	(3,023)	(2,893)	—	<b>(93,552)</b>
Additions	56,843	23,108	723,119	23,420	—	<b>826,490</b>
Disposals	—	(2,997)	(75,674)	(27,273)	—	<b>(105,944)</b>
At 31 March 2024	<u>30,617,217</u>	<u>6,691,003</u>	<u>7,144,862</u>	<u>452,996</u>	<u>212,051</u>	<b>45,118,129</b>
Assets at historic cost	10,264,798	6,691,003	7,144,862	452,996	212,051	<b>24,765,710</b>
Revalued assets	20,352,419	—	—	—	—	<b>20,352,419</b>
	<u>30,617,217</u>	<u>6,691,003</u>	<u>7,144,862</u>	<u>452,996</u>	<u>212,051</u>	<b>45,118,129</b>
<b>Depreciation</b>						
At 1 April 2023	5,429,718	5,557,765	4,949,977	370,872	—	<b>16,308,332</b>
Charge for year	567,482	359,756	405,718	17,733	—	<b>1,350,689</b>
Currency adjustment	(18,638)	—	(1,793)	(2,373)	—	<b>(22,804)</b>
On disposals	—	(1,349)	(72,534)	(16,457)	—	<b>(90,340)</b>
At 31 March 2024	<u>5,978,562</u>	<u>5,916,172</u>	<u>5,281,368</u>	<u>369,775</u>	<u>—</u>	<b>17,545,877</b>
<b>Net book values</b>						
At 31 March 2024	<u><b>24,638,655</b></u>	<u><b>774,831</b></u>	<u><b>1,863,494</b></u>	<u><b>83,221</b></u>	<u><b>212,051</b></u>	<b>27,572,252</b>
At 31 March 2023	<u>25,218,292</u>	<u>1,113,127</u>	<u>1,550,463</u>	<u>88,870</u>	<u>212,051</u>	<b>28,182,803</b>

<b>Charity</b>	Freehold land and buildings £	Plant, furniture and equipment £	Motor vehicles £	<b>Total £</b>
<b>Cost or valuation</b>				
At 1 April 2023	30,648,010	1,600,547	410,010	<b>32,658,567</b>
Additions	56,843	23,122	23,420	<b>103,385</b>
Exchange movement	(87,636)	(3,022)	(2,893)	<b>(93,551)</b>
Disposals	—	—	(27,273)	<b>(27,273)</b>
At 31 March 2024	<u>30,617,217</u>	<u>1,620,647</u>	<u>403,264</u>	<b>32,641,128</b>
Assets at historic cost	10,264,798	1,620,647	403,264	<b>12,288,709</b>
Revalued assets	20,352,419	—	—	<b>20,352,419</b>
	<u>30,617,217</u>	<u>1,620,647</u>	<u>403,264</u>	<b>32,641,128</b>
<b>Depreciation</b>				
At 1 April 2023	5,429,718	1,268,584	334,380	<b>7,032,682</b>
Charge for year	567,482	45,314	14,423	<b>627,219</b>
Currency adjustment	(18,638)	(1,793)	(2,373)	<b>(22,804)</b>
On disposals	—	—	(16,457)	<b>(16,457)</b>
At 31 March 2024	<u>5,978,562</u>	<u>1,312,105</u>	<u>329,973</u>	<b>7,620,640</b>
<b>Net book values</b>				
At 31 March 2024	<u><b>24,638,655</b></u>	<u><b>308,542</b></u>	<u><b>73,291</b></u>	<b>25,020,488</b>
At 31 March 2023	<u>25,218,292</u>	<u>331,963</u>	<u>75,630</u>	<b>25,625,885</b>

**12 Investments**

At 31 March 2024 fixed asset investments comprised:

	Group		Charity	
	2024 £	2023 £	2024 £	2023 £
Programme related investments (see a below)	<b>136,364</b>	139,239	<b>136,364</b>	139,239
Listed investments and cash held for re-investment (see b below)	<b>19,679,051</b>	19,120,677	<b>13,004,983</b>	12,871,960
At 31 March 2024	<b>19,815,415</b>	19,259,916	<b>13,141,347</b>	13,011,199

**a. Programme related investments**

The Charity holds units managed by Oikocredit International Share Foundation (Oikocredit). Oikocredit is incorporated as a foundation under the laws of the Netherlands and has its registered office in Amersfoort, Netherlands. The trustees consider it to be a suitable vehicle in which to invest, being a world-wide co-operative society, promoting global justice by challenging people, churches and others to share their resources through socially responsible investments and by empowering disadvantaged people by providing them with credit. Oikocredit offers a dual return to the investor: social and financial. In addition to earning modest financial returns, investors are secure in the knowledge that their money is being used to fight poverty, promote fair trade and respect our planet's natural resources. As a result, the trustees believe it appropriate to regard these funds as programme related investments and they are included on the balance sheet at cost.

Group and Charity	2024 £	2023 £
At 1 April 2023	<b>139,239</b>	133,645
Exchange movements	<b>(2,875)</b>	5,594
At 31 March 2024	<b>136,364</b>	139,239

**b. Listed investments and cash held for re-investment**

Group	2024 £	2023 £
<b>Listed investments</b>		
Market value at 1 April 2023	<b>18,564,311</b>	22,267,437
Additions at cost	<b>5,246,089</b>	1,643,282
Disposals at book value (proceeds: £6,229,823; losses: £38,087)	<b>(6,267,910)</b>	(4,231,190)
Net unrealised investment gains (losses)	<b>1,418,124</b>	(1,115,218)
Market value at 31 March 2024	<b>18,960,614</b>	18,564,311
<b>Cash held by investment managers for reinvestment</b>	<b>718,437</b>	556,366
	<b>19,679,051</b>	19,120,677
Cost of listed investments at 31 March 2024	<b>13,061,215</b>	12,811,126

**12 Investments** (continued)**b. Listed investments and cash held for re-investment** (continued)

At 31 March 2024 listed investments held, all of which were dealt in on a recognised stock exchange, comprised the following:

<b>Group</b>	<b>2024 £</b>	<b>2023 £</b>
Fixed interest based common investment funds	<b>974,542</b>	958,827
Equities	<b>2,852,809</b>	4,857,077
Unit trusts	<b>7,957,662</b>	7,771,831
Alternative investments	<b>1,062,253</b>	979,690
Overseas funds	<b>177,112</b>	3,809,271
Property	<b>5,936,234</b>	187,613
	<b>18,960,612</b>	18,564,309

Included in the investment portfolio was the following holding which, at 31 March 2024, had a market value which was deemed material in comparison with the market value of the total portfolio at that date:

<b>Group</b>	<b>2024 Market value £</b>	<b>2024 Percentage of portfolio %</b>	<b>2023 Market value £</b>	<b>2023 Percentage of portfolio %</b>
Sarasin Endowments Fund (Income Units)	<b>7,957,662</b>	<b>42.0</b>	7,771,831	41.9

<b>Charity</b>	<b>2024 £</b>	<b>2023 £</b>
<b>Listed investments</b>		
Market value at 1 April 2023	<b>12,489,766</b>	15,701,016
Additions at cost	<b>186,358</b>	60,000
Disposals at book value (proceeds: £1,251,837, gains £405)	<b>(1,251,432)</b>	(2,474,920)
Net unrealised investment gains (losses)	<b>922,274</b>	(796,330)
Market value at 31 March 2024	<b>12,346,966</b>	12,489,766
<b>Cash held by investment managers for reinvestment</b>	<b>658,017</b>	382,194
	<b>13,004,983</b>	12,871,960
Cost of listed investments at 31 March 2024	<b>7,097,779</b>	7,601,235

At 31 March 2024, listed investments held, all of which were dealt in on a recognised stock exchange, comprised the following:

<b>Charity</b>	<b>2024 £</b>	<b>2023 £</b>
Fixed interest based common investment funds	<b>278,048</b>	272,482
Equities	<b>2,194,833</b>	2,644,751
Unit trusts	<b>7,957,662</b>	7,771,831
Alternative investments	<b>475,275</b>	458,726
Overseas funds	<b>1,441,148</b>	1,341,976
	<b>12,346,966</b>	12,489,766

## 12 Investments (continued)

### ***b. Listed investments and cash held for re-investment (continued)***

Included in the investment portfolio were the following individual holdings which, at 31 March 2024, had a market value which was deemed material in comparison with the market value of the total portfolio at that date:

Charity	2024 Market value £	2024 Percentage of portfolio %	2023 Market value £	2023 Percentage of portfolio %
Sarasin Endowments Fund (Income Units)	<b>7,957,662</b>	<b>64.5</b>	7,771,831	62.2

## 13 Debtors

	Group		Charity	
	2024 £	2023 £	2024 £	2023 £
Trade debtors	<b>12,215</b>	18,732	—	—
Income tax recoverable	<b>69,414</b>	92,676	—	—
Other debtors	<b>402,770</b>	1,931,339	—	—
Prepayments and accrued income	<b>276,189</b>	171,651	<b>52,007</b>	3,078
	<b>760,588</b>	2,214,398	<b>52,007</b>	3,078

## 14 Creditors: amounts falling due within one year

	Group		Charity	
	2024 £	2023 £	2024 £	2023 £
Expense creditors	<b>25,763</b>	19,197	<b>8,462</b>	—
Taxation and social security costs	<b>26,749</b>	52,765	<b>43,995</b>	52,765
Other creditors	<b>674,116</b>	679,311	<b>4,529</b>	21,776
Accrued expenditure	<b>593,518</b>	1,705,112	<b>88,123</b>	151,507
	<b>1,320,146</b>	2,456,385	<b>145,109</b>	226,048

**15 Restricted funds**

The income funds of the Group and Charity include restricted funds comprising the following unexpended balances of donations and grants held on trust to be applied for specific purposes.

Group	At 1 April 2023 £	Income /gains £	Expenditure /losses £	Transfers £	At 31 March 2024 £
<b>Hospice funds</b>					
Hospice general funds	11,215,951	14,335,852	(13,976,724)	(2,768,954)	8,806,125
<b>Hospice Designated Funds</b>					
Ear Marked Funds (designated funds in the Hospice)	52,934	—	—	—	52,934
. Maintenance of the Hospice	262,356	—	—	(189,168)	73,188
. Building Development reserve	214,174	—	—	(89,977)	124,197
. Service Transformation fund	201,311	—	(77,614)	—	123,697
. Digital Development Reserve	571,074	—	(34,988)	(71,422)	464,664
. COVID Response Reserve	30,609	—	—	—	30,609
. AUPC Strategy Reserve	—	—	—	500,000	500,000
. Buildings Upgrade Reserve	—	—	—	2,000,000	2,000,000
Tangible fixed assets fund	2,556,917	—	(649,587)	644,434	2,551,764
<b>Hospice Restricted Funds</b>					
City-wide Education Programme	10,550	—	—	—	10,550
Funding from Clinical Commissioning Group for various specific projects	18,378	—	(5,179)	—	13,199
Other restricted funds	104,749	108,131	(77,173)	(24,913)	110,794
	<b>15,239,003</b>	<b>14,443,983</b>	<b>(14,821,265)</b>	<b>—</b>	<b>14,861,721</b>

Group	At 1 April 2023 £	Income /gains £	Expenditure/ losses £	Transfers £	At 31 March 2023 £
<b>Hospice funds</b>					
Hospice general funds	10,246,759	14,782,544	(13,078,063)	(735,289)	11,215,951
<b>Hospice Designated Funds</b>					
Ear Marked Funds (designated funds in the Hospice)	—	—	—	52,934	52,934
. Maintenance of the Hospice	312,836	—	—	(50,480)	262,356
. Building Development reserve	304,641	—	—	(90,467)	214,174
. Service Transformation fund	257,175	—	(55,864)	—	201,311
. Digital Development Reserve	171,558	—	(5,298)	404,814	571,074
. COVID Response Reserve	38,941	—	(8,332)	—	30,609
Tangible fixed assets fund	2,563,839	—	(651,788)	644,866	2,556,917
<b>Hospice Restricted Funds</b>					
NHSE Covid funding	—	27,535	(27,535)	—	—
City-wide Education Programme	10,667	—	(117)	—	10,550
Funding from Clinical Commissioning Group for various specific projects	20,902	—	(2,524)	—	18,378
Other restricted funds	236,648	249,220	(154,741)	(226,378)	104,749
	<b>14,163,966</b>	<b>15,059,299</b>	<b>(13,984,262)</b>	<b>—</b>	<b>15,239,003</b>



**15 Restricted funds (continued)**

The specific purposes for which the funds are to be applied are as follows:

◆ ***St Gemma's Hospice general funds***

This fund represents the net assets of St Gemma's Hospice, which are not otherwise specifically restricted to purposes other than the general running and operation of the Hospice.

◆ ***St Gemma's Hospice earmarked funds***

These funds represent monies set aside out of funds available to the hospice by its trustees for future maintenance and renovation work, for staff development needs and to support the ongoing service development needs of the hospice.

◆ ***St Gemma's Hospice tangible fixed assets fund***

This fund represents the net book value of the tangible fixed assets used in the day-to-day work of the hospice.

◆ ***NHSE Covid funding***

This fund represented the funding restricted towards the Hospice providing patient care to support the NHS Covid-19 response.

◆ ***City-wide Education Programme***

These funds are restricted to support the City-Wide Education programme, which was set up to improve the provision of palliative care across the city of Leeds.

◆ ***St Gemma's Hospice Clinical Commissioning Group funds***

These funds represent monies received from the Clinical Commissioning Group for specified projects.

◆ ***Other funds for St Gemma's Hospice***

These represent monies given towards specific projects or purposes within St Gemma's Hospice.

The funds held by St Gemma's Hospice are for use specifically for the purposes of providing palliative care. As such funds should be deemed restricted in the consolidated accounts regardless of how they have been classified in the accounts of St Gemma's Hospice.

The transfers between funds represent:

- ◆ expenditure on capital items; and
- ◆ the ring-fencing of amounts from the hospice general funds into hospice designated funds.

**16 Designated funds**

The income funds of the Charity included designated funds which had been set aside out of unrestricted funds by the trustees for specific purposes.

Group and Charity	At 1 April 2023 £	New designations £	Utilised/ released £	At 31 March 2024 £
Future healthcare of Sisters	13,000,000	—	—	13,000,000
Crisis donations	136,698	27,982	(28,612)	136,068
Programme related investments fund	139,239	—	(2,875)	136,364
	<b>13,275,937</b>	<b>27,982</b>	<b>(31,487)</b>	<b>13,272,432</b>

Group and Charity	At 1 April 2022 £	New designations £	Utilised/ released £	At 31 March 2023 £
Future healthcare of Sisters	16,000,000	—	(3,000,000)	13,000,000
Crisis donations	155,305	—	(18,607)	136,698
Programme related investments fund	133,645	5,594	—	139,239
	<b>16,288,950</b>	<b>5,594</b>	<b>(3,018,607)</b>	<b>13,275,937</b>

The future healthcare of Sisters fund consists of monies which the Trustees set aside in order to provide for the Sisters in later life. The calculations, based on actuarial methods, indicated that £16 million is needed to be set aside in order to provide £20,000 per annum for Sisters over 65 years of age and, because of greater health needs, £30,000 to £40,000 per annum for Sisters over 75 years of age and £40,000 to £50,000 per annum for those over 90 years of age. The trustees have currently designated £13 million towards this reserve, with the intention of designating further funds in future years.

The crisis donations fund consists of monies which the trustees set aside from the proceeds of the disposal of a property in Liverpool. The fund will be used to fund donations to projects, run by others, which are trying to alleviate the suffering of asylum seekers, the homeless and crisis situations.

The programme related investments fund has been designated to represent the carrying value of the Charity's programme related investments. The amount has been set aside from the Charity's general funds in recognition of the fact that the assets have been invested in Oikocredit International Share Foundation and therefore cannot be regarded as funds that would be available to meet future contingencies.

**17 Tangible fixed assets fund**

Group and Charity	2024 Total £	2023 Total £
At 1 April 2023	25,625,885	26,022,639
Net movement in year	(605,397)	(396,754)
At 31 March 2024	<b>25,020,488</b>	<b>25,625,885</b>

**17 Tangible fixed assets fund (continued)**

The tangible fixed assets fund represents the net book value of the tangible fixed assets excluding those used by St Gemma's Hospice. A decision was made to separate this fund from the other funds of the Charity in recognition of the fact that the tangible fixed assets are essential to the day to day work of the Charity and as such their value should not be regarded as funds that would be realisable with ease, in order to meet future contingencies.

**18 Analysis of net assets between funds**

Group	General fund £	Tangible fixed assets fund £	Designated funds £	Restricted funds £	Total 2024 £
<b>Fund balances at 31 March 2024 are represented by:</b>					
Tangible fixed assets	—	25,020,488	—	2,551,764	27,572,252
Investments	2,107	—	13,139,240	6,674,068	19,815,415
Net current assets	9,337,486	—	133,192	5,635,889	15,106,567
<b>Total net assets</b>	<b>9,339,593</b>	<b>25,020,488</b>	<b>13,272,432</b>	<b>14,861,721</b>	<b>62,494,234</b>

Group	General fund £	Tangible fixed assets fund £	Designated funds £	Restricted funds £	Total 2023 £
<b>Fund balances at 31 March 2023 are represented by:</b>					
Tangible fixed assets	—	25,625,885	—	2,556,918	28,182,803
Investments	(128,041)	—	13,139,239	6,248,718	19,259,916
Net current assets	1,157,111	—	136,698	6,433,367	7,727,176
<b>Total net assets</b>	<b>1,029,070</b>	<b>25,625,885</b>	<b>13,275,937</b>	<b>15,239,003</b>	<b>55,169,895</b>

Charity	General fund £	Tangible fixed assets fund £	Designated funds £	Restricted funds £	Total 2024 £
<b>Fund balances at 31 March 2024 are represented by:</b>					
Tangible fixed assets	—	25,020,488	—	—	25,020,488
Investments	5,923,160	—	7,218,187	—	13,141,347
Net current assets	3,416,433	—	6,054,245	—	9,470,678
<b>Total net assets</b>	<b>9,339,593</b>	<b>25,020,488</b>	<b>13,272,432</b>	<b>—</b>	<b>47,632,513</b>

**18 Analysis of net assets between funds (continued)**

Charity	General fund £	Tangible fixed assets fund £	Designated funds £	Restricted funds £	Total 2023 £
Fund balances at 31 March 2023 are represented by:					
Tangible fixed assets	—	25,625,885	—	—	25,625,885
Investments	(128,040)	—	13,139,239	—	13,011,199
Net current assets	1,157,110	—	136,698	—	1,293,808
<b>Total net assets</b>	<b>1,029,070</b>	<b>25,625,885</b>	<b>13,275,937</b>	<b>—</b>	<b>39,930,892</b>

The total unrealised gains as at 31 March 2024 constitute movements on revaluation and are as follows:

	Group 2024 £	Group 2023 £	Charity 2024 £	Charity 2023 £
<b>Unrealised gains included above:</b>				
On investments	<b>5,899,399</b>	5,753,185	<b>5,249,187</b>	4,888,531
<b>Total unrealised gains at 31 March 2024</b>	<b>5,899,399</b>	5,753,185	<b>5,249,187</b>	4,888,531
<b>Reconciliation of movements in unrealised gains (losses)</b>				
Unrealised gains at 1 April 2023	<b>5,753,185</b>	7,921,850	<b>4,888,531</b>	6,233,009
Less: in respect of disposals in the year	<b>(1,271,910)</b>	(1,053,447)	<b>(561,618)</b>	(548,148)
Net gains (losses) arising on revaluation in the year	<b>1,418,124</b>	(1,115,218)	<b>922,274</b>	(796,330)
<b>Total unrealised gains at 31 March 2024</b>	<b>5,899,399</b>	5,753,185	<b>5,249,187</b>	4,888,531

**19 Pension commitments****Charity:**

The Charity offers its employees membership of a defined contribution pension scheme administered by the National Employment Savings Trust (NEST). Contributions to the scheme are debited to the statement of financial activities in the year in which they are payable to the scheme. The assets of the scheme are held by an independent corporate trustee, whose activities are governed by the National Employment Savings Trust Order 2010, made by the Secretary of State in exercise of powers confirmed under the Pensions Act 2008.

**St Gemma's Hospice operates two pension schemes:**♦ **National Health Service Pension Scheme**

A defined benefit scheme operated by the National Health Service Superannuation Scheme, which is only available to staff who have previously contributed to the scheme. The administration of the scheme is dealt with by the National Health Service Pension agencies. Contributions to this scheme are paid in respect of current service, and there is no liability to the hospice in respect of past service.

## 19 Pension commitments (continued)

### ***St Gemma's Hospice operates two pension schemes: (continued)***

#### ♦ **Group Personal Pension Scheme**

In addition there is a Group Personal Pension Scheme, which is a defined contribution pension scheme, administered by Standard Life which is available to all employees.

The charge to the consolidated statement of financial activities of £768,393 (2023 – £699,848) represents contributions to funds during the year. Contributions payable to the schemes at the year-end date totalling £43,452 (2023 – £40,862) are included in creditors.

## 20 Leasing commitments

### ***Operating leases***

At 31 March 2024, the Group had the following total future minimum lease payments under non-cancellable operating leases relating to land and buildings and office equipment:

Group	Land and buildings		Office equipment	
	2024 £	2023 £	2024 £	2023 £
Within one year	<b>417,458</b>	416,318	<b>12,271</b>	9,401
Between one and five years	<b>958,417</b>	831,042	<b>18,233</b>	19,461
	<b>1,375,875</b>	1,247,360	<b>30,504</b>	28,862

The Charity had no leasing commitments at 31 March 2024 (2023 – none).

## 21 St Gemma's Hospice

The charity wholly owns a subsidiary, St Gemma's Hospice, a charitable company constituted as a company limited by guarantee, Charity Registration No. 1015941 and Company Registration No. 02773867 (England and Wales). The charitable company became a subsidiary of the charity on 1 April 2021, having previously been a subsidiary of Sisters of Cross and Passion Charitable Trust. The charitable company operates a hospice in Leeds providing palliative care, treatment or relief of people with active, progressive and advanced illnesses without regard to their means, culture, faith or belief. A summary of its results for the year is shown below. Audited accounts will be filed with both the Registrar of Companies and the Charity Commission.

**21 St Gemma's Hospice (continued)**

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2024 £
<b>Income:</b>				
Donations, legacies and trusts	3,164,427	—	108,131	<b>3,272,558</b>
Other trading activities	5,476,940	—	—	<b>5,476,940</b>
Investment income	313,834	—	—	<b>313,834</b>
Charitable activities	4,923,294	—	—	<b>4,923,294</b>
<b>Total income</b>	<b>13,878,495</b>	<b>—</b>	<b>108,131</b>	<b>13,986,626</b>
<b>Expenditure:</b>				
Cost of raising funds	4,872,086	131,744	—	<b>5,003,830</b>
Charitable activities	9,104,638	630,445	82,352	<b>9,817,435</b>
<b>Total expenditure</b>	<b>13,976,724</b>	<b>762,189</b>	<b>82,352</b>	<b>14,821,265</b>
Gains on investments	457,357	—	—	<b>457,357</b>
<b>Net income (expenditure) before transfers</b>	<b>359,128</b>	<b>(762,189)</b>	<b>25,779</b>	<b>(377,282)</b>
Transfers between funds	(2,768,954)	2,793,867	(24,913)	<b>—</b>
<b>Net movement in funds</b>	<b>(2,409,826)</b>	<b>2,031,678</b>	<b>866</b>	<b>(377,282)</b>
<b>Reconciliation of funds</b>				
Fund balances at 1 April 2023	11,215,951	3,889,375	133,677	<b>15,239,003</b>
<b>Fund balances at 31 March 2024</b>	<b>8,806,125</b>	<b>5,921,053</b>	<b>134,543</b>	<b>14,861,721</b>

**22 St Gemma's Hospice Services Limited**

St Gemma's Hospice has a wholly owned subsidiary, St Gemma's Hospice Services Limited, a company incorporated in the United Kingdom and registered in England and Wales Company No. 03739423. The company undertakes trading activities including the sale of goods and the provision of room hire. A summary of its trading results for the year is shown below, the company donates its taxable profit to St Gemma's Hospice under Gift Aid. Audited accounts will be filed with the Registrar of Companies.

	2024 £	2023 £
<b>Profit and loss account</b>		
Turnover	<b>57,374</b>	49,953
Cost of sales	<b>(26,173)</b>	(17,281)
Gross profit	<b>31,201</b>	32,672
Administrative expenses	<b>(2,624)</b>	(846)
Management charge	<b>(25,450)</b>	(21,247)
<b>Operating profit</b>	<b>3,127</b>	10,579
Amount gift aided to St Gemma's Hospice	<b>(3,127)</b>	(10,579)
Retained in subsidiary	<b>—</b>	<b>—</b>
<b>Aggregate capital and reserves</b>	<b>2</b>	<b>2</b>

**23 Ultimate control**

The Charity, which is constituted as a Charitable Incorporated Organisation, was controlled throughout the period by St Paul's Province of the Sisters of the Cross and the Passion by virtue of the fact that the members of the Congregation appoint the Trustees. The Province does not hold any assets, incur liabilities or enter into any transactions in its own right.

**24 Related parties**

During the year ended 31 March 2024, the charity made donations amounting to £140,000 (2023 – £100,000) to the Sisters of the Cross and Passion Charitable Trust (the predecessor charity) to cover legal fees, insurance premia, utility bills and security costs relating to St Gabriel's Hall and the Imani Centre. These properties were sold by the predecessor charity during the year, resulting in a donation of the proceeds of £9,750,000 from the predecessor charity to the Charity.

In addition, a further donation of £70,000 (2023 – £nil) was made to the Charity by the predecessor charity to support its cashflow.

Other than the transactions detailed above and in notes 10, there are no related party transactions that require disclosure (2023 – none).

As members of the Congregation, none of the trustees have resources of their own as all earnings, pensions and other income have been donated to the charity under a Gift Aid compliant Deed of Covenant. During the year, the total amount donated by the trustees to the charity was £64,861 (2023 – £55,707).

**25 Taxation**

The Sisters of the Cross and Passion CIO is a registered charity and, therefore, is not liable to income tax or corporation tax on income or gains derived from its charitable activities, as they fall within the various exemptions available to registered charities.

The trading subsidiary of St Gemma's Hospice is liable to corporation tax on its taxable profits. Current tax, including UK corporation tax and foreign tax, is provided at amounts expected to be paid (or recovered) using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

**26 Liability of members**

If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and have no personal responsibility for settling its debts and liabilities.

**27 Post balance sheet events**

On 5 December 2024, the charity's administrative address changed to The Briery Retreat Centre, 38 Victoria Avenue, Ilkley, West Yorkshire LS29 9BW. The intention is to dispose of the property in Middleton, Manchester during 2025.