

Company registration number: 01509313
Charity registration number: 509759

Nottinghamshire Hospice Limited

(A company limited by guarantee)

Annual Report and Financial Statements

Year Ended 31 March 2021

Page Kirk LLP
Chartered Accountants and Statutory Auditors
Sherwood House
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Nottingham
NG7 6LB

NOTTINGHAMSHIRE HOSPICE LIMITED

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NOTTINGHAMSHIRE HOSPICE LIMITED

REFERENCE AND ADMINISTRATIVE DETAILS

Charity name	Nottinghamshire Hospice Limited
Charity registration number	509759
Company registration number	01509313
Principal office	Fernleigh 384 Woodborough Road Nottingham NG3 4JF
Registered office	Fernleigh 384 Woodborough Road Nottingham NG3 4JF
Trustees	Mrs S Aziz Mr B Brady Mrs J Brunner Mr D Datta Dr V R Doel (Appointed 26 January 2021) Mr Holt Mr J Jankowski (Resigned 3 August 2021) Mrs S Kesari Mrs T Madge (Resigned 26 March 2021) Dr J Milburn (Resigned 26 March 2021) Mr C Peacock Mrs J Richmond Mrs A Rowe Mr M J Youdale (Resigned 1 October 2020) Mr P Taylor (Appointed 24 November 2020) Mr S Zindal
Secretary	Mrs M B Holmes

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REFERENCE AND ADMINISTRATIVE DETAILS

Auditors	Page Kirk LLP Sherwood House 7 Gregory Boulevard Nottingham NG7 6LB
Bankers	Barclays Bank Plc PO Box 18 High Street Nottingham NG1 6FF
Solicitors	Freeths LLP Cumberland Court 80 Mount Street Nottingham NG1 6HH
Investment brokers	Brewin Dolphin 1st Floor Waterfront House Waterfront Plaza 35 Station Street Nottingham NG2 3DQ

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

INTRODUCTION

2020-21 proved to be a very challenging year for the world and particularly for charitable organisations such as the Hospice, operating during a global pandemic.

I am extremely grateful and proud of the way the whole hospice team stepped up to deal with the challenges they faced and that they managed not only to continue with the wonderful regular at-home services but also to mobilise resources to provide support in new and different ways, particularly for those patients who would normally have accessed our day services in the hospice building.

The new support models developed have utilised on-line platforms as well as telephone and in person house calls by Physiotherapists, Occupational therapists and counsellors. The team demonstrated their ability to respond swiftly to both the changing needs of patients but also to the restrictions and precautions necessary during the pandemic. Our Quality Account provides more detail of the changes made but I applaud the fact that this has meant we were able to reach many more patients across the City and County. In the year ahead we will build on our learning of these new ways of working to help us develop services and methods of delivery for the future.

The pandemic also had a significant impact on our ability to raise much needed funds for the charity, with many of our usual sources of income, such as retail and events fundraising, halted or severely limited due to lockdown. We did benefit from government support via furlough payments, business grants and we also received significant support for service delivery from Hospice UK and various Trust providers, without which we would not have been able to offer the services we did. We are fortunate that we ended the year in a strong financial position and with a surplus. However, the fundraising environment continues to be difficult, and we will need to give great regard to finance in the coming year.

During the year we said farewell to two of our clinical trustees, Tracy Madge and Jane Milburn, and we thank them both for their invaluable service as members of the Board. We also welcomed two new trustees, Patrick Taylor and Vanessa Doel and we welcome them to the Board.

In May of 2021 we said farewell to Rowena Naylor Morrell after 7 years as Chief Executive Officer and to whom we are extremely grateful as she remained with us to expertly steer the team during the past extraordinary year until her successor, Rachel Hucknall, arrived in June. Rachel will now focus on delivery of our mission – to provide Hospice care in all our communities, led and informed by patient needs.

Lastly, I would like to personally thank all of our teams, our army of wonderful volunteers who give of their time and to all our generous supporters, without whom we would not be able to offer the services we do for those at end of life in Nottinghamshire.

Joanne Brunner

Chair of the Board of Trustees

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OBJECTIVES AND ACTIVITIES

Our Vision

Everyone in Nottinghamshire should have a good death. For them and their loved-ones, our end-of-life care and support will be a beacon of hope and excellence in fulfilling this right.

Our Mission

To provide Hospice Care in all our communities, led and informed by their needs, striving to add life to every day by:

- Providing therapy-based support to enable people to live well and understand the changes they will experience in their lives, their families, carers and communities.
- Hospice in your Home available in every community.
- Promoting independence and recovery through appropriate bereavement care.
- Working with partners and our communities to increase understanding of palliative and end of life care.

Our Values

Care: Providing the right care, at the right time, in the right place by the right person.

Acceptance: Accepted in all our diverse communities by growing trust and understanding.

Resilience: Building resilience in our patients, carers, families, staff and volunteers to cope and thrive.

Empathy: Understanding that loss, grief and bereavement is unique to you and respecting your needs.

Our Objectives

Our charitable purpose is to promote care and treatment of the chronically ill; especially those in the palliative stage of their illness as well as support and care for families or carers of the bereaved. Specifically, we aim to do this for people residing within a 25 mile radius of the Hospice building at 384 Woodborough Road, Nottingham NG3 4JF.

We demonstrate this by providing high quality care up to 24 hours a day, 7 days a week and 365 days of the year through a portfolio of services:

1. Co-ordinating care and case management for all Nottinghamshire communities in collaboration with the wider healthcare community, supporting self-referral and overcoming barriers people experience in gaining support at a challenging time.
2. Providing people with daily care and support at a purpose designed Wellbeing and Therapy Centre offering bespoke experiences and wellbeing days.
3. Providing palliative nursing care in patients' homes, supporting them, their family and carers to experience a good death led by their needs and wishes via our unique services Hospice in your Home and Hospice Night Support, which launched in October 2018.
4. Caring for Carers by providing emotional support, advice and guidance for people who are relatives or friends of a patient through a holistic approach.
5. Providing emotional, psychological support and counselling for those who are dying, those who are bereaved and those affected by a death resulting from terminal or life limiting illness.

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6. Offering information and support access points through our community shops.
7. Providing a comprehensive range of supporter care and engagement services which support the growth of voluntary income needed to enable the provision of services.
8. Offering our compassionate local community, the opportunity to gain volunteer experience while also responding to citizen's life challenges including isolation, poor mental health and entry or re-entry into the employment market.

Public Benefit

At each Trustee Board Meeting, Trustees in consultation with the Senior Management Team develop and review our objectives and activities. In addition to this, every 6 months a thorough review into progress is facilitated via strategic meetings. Careful consideration is given to our governing document and the Charity Commission's guidance on the public benefit requirements under the Charities Act 2011.

As described above we provide public benefit through the operation of a portfolio of services which do not discriminate against any element of our communities; respecting how these may be described by their constituent members, and specifically providing support for those who are in need of palliative and end of life care.

The Board of Trustees further the charity's purpose by having in place a range of strategies that enable us to achieve our aims and objectives. These relate to:

- Clinical services including standard operating processes.
- Financials including the treatment of reserves and investments.
- Integrated governance of Clinical and Corporate divisions.
- Retail.
- Fundraising and wider income generation.
- Human Resources.
- Marketing and Communications.
- Resource management including health and safety.

Criteria for Measuring Success

The Trustees' criteria for measuring success are as follows:

- That we are able to deliver services our patients need.
- That we are able to develop our services to reach more people who could benefit from them.
- That we are able to control our costs and achieve a level of income that enables us to ensure sustainability for the future.

Our 2020-2025 Strategic Objectives are:

1. Be a recognised centre of excellence for patients requiring community palliative care.
2. Lead and promote positive conversations about death to build community resilience.
3. Deliver visible and inclusive access to end-of-life services across all communities in Nottinghamshire.

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4. Have in place a robust and sustainable business model which supports our strategy for delivery of end-of-life services throughout Nottinghamshire.

FINANCIAL PERFORMANCE

Overview of Financial Operations

The Trustees monitor the financial performance of the Charity on a regular basis. This includes a review of cash generation and reserve levels aided by annual forecasts which include detailed profit and loss, balance sheet and cash flow forecasts. Monthly management accounts, which are narrated by the Treasurer and the Director of Finance and Resources at each Strategy and Corporate Governance subgroup as well as all Board meetings, are prepared and applied to the forecasts giving a rolling position for the charity. In addition, income and expenditure is reviewed throughout the year to ensure that on-going forecasts remain valid.

The Trustees therefore constantly monitor the going concern position of the charity and are satisfied that the 'going concern' principle applies.

They ensure that all financial resources are focused on increasing and sustaining care services, as well as ensuring a robust infrastructure is in place to support front line staff in caring for patients. Donations, income from shops and other charitable sources go directly towards patient care, ensuring everybody across Nottinghamshire will receive compassionate, community care when they most need it.

Income, Expenditure and year-end Funds

Total income for the year is £4,534,267 compared to £3,819,911 in 2019/20. The variance in income relates to increases in income from legacies, grants, retail, fundraising events, and payments from public authorities. Specifically, we received £333,013 of income from the Government, Furlough scheme, £292,473 from Business grants and £1.035m from Public Health England via Hospice UK.

Total expenditure for the year is £3,619,348 compared to £3,704,229 2019/20. The variance in expenditure relates to a reduction in costs as a result of our shops being closed due to Covid restrictions.

Total charity funds for the year are £3,533,952 compared to £2,555,550 in 2019/20 and represent the net movement in funds.

Investment Powers

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the Trustees wish. The Trustees, having regard to the liquidity requirements of operating the Hospice and to the reserves policy, have operated a policy of keeping available funds in an interest bearing account and seek to achieve a rate of interest which matches or exceeds inflation as measured by the retail prices index.

Investments, Liquidity and Reserves

Liquidity, investments and reserves are dynamic conditions that remain valid only as long as the need for those funds to be retained, in those forms, remain. Each year the Trustees will review the principles underpinning liquidity, investment and reserves to ensure that the levels set remain valid and relevant to the needs of the Hospice. In reviewing these policies, Trustees will be informed by a review of the overall Risk Assessment and any new developments. Those reviews will include consideration of the proportion of the reserves invested in each form and will where necessary; reformulate those proportions in line with determined needs of the Hospice.

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The Hospice must seek to retain sufficient liquid reserves to meet its day-to-day commitments and contingent liabilities and ensure that a proportion of its funds are invested for growth, to prevent erosion of the capital value of the monies entrusted to the Trustees for the furtherment of the aims of the charity.

An annual Risk Assessment is completed in support of the Financial Strategy. It identifies what the liabilities are that the Hospice will face in relation to its general running costs. On average, but subject to annual review, this should be no more than a sum equivalent to 20% of the core running costs of the Hospice itself excluding the retail division.

Additionally, the Risk Assessment will set out the Contingent Liabilities in relation to the Hospice and be used to determine the correct level required to cover these risks.

Taking these elements together the Risk Assessment sets the figure that the Hospice should retain in liquid funds sufficient to meet:

- On-going commitments
- 20% of the Hospice running costs
- Contingent liabilities

In addition, it identifies the need for investment for growth to retain and increase the value of the Hospice's capital funds. The Board of Trustees will determine and agree the appropriate level of investment in development in line with the Strategic Development Plan, the Risk Assessment, and the Financial Strategy.

During the financial year 2021/22 the Board of Trustees have agreed to invest £500K with Rathbones Investment Management Ltd in addition to the holding with Brewin Dolphin. The investment decision was based on gaining a return on the investment, long term growth and to protect the real value of the reserve.

The Hospice generates income to provide services in line with its charitable purposes. Money is only held in reserve where it is to cover known liabilities, projected developments and to reasonably underpin long term security for the organisation and the users of its services.

The Hospice shall hold money available to assist the day-to-day cash-flow situation and to provide a level of cover in extreme and immediate circumstances. The level of that sum, proportionate to the level of funds held in other forms, will be determined by the Trustees.

Utilising these principals and calculations from above that underpins decisions in relation to the apportionment between liquid, medium term and long-term investments. The proportions include the commitment to work towards developing reserves equivalent to initially three then six months' core running costs.

Total funds at the year-end were £3,533,952 (2020 - £2,555,550). Unrestricted funds at the year-end were £1,832,750 (2020 - £1,582,646) while restricted funds were £1,701,202 (2020- £972,904). Included within the unrestricted funds are designated funds totaling £366,468 (2020 -£388,337). The total of this amount relates to the amount of unrestricted funds that has been invested in the functional fixed assets of the charity.

Of the unrestricted funds, £366,468 relates to tangible fixed assets and £507,922 relates to investments. These can only be realised once disposed of. Of the restricted funds, £792,100 relates to tangible fixed assets and can only be realised once disposed of.

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The investments are managed by Brewin Dolphin on behalf of the Hospice, and they report to the Trustees biannually with any recommendations for improvement. Investments are reviewed annually during a meeting with Brewin Dolphin who attend the full Trustee Board.

Total investment portfolio at year end stands at £507,922. Investments are held in a managed portfolio with the objective of generating Income Return, investments being made with a risk approach of "Cautious with risk". Total return for the year was in line with the linked benchmark; and net of withdrawals made during the year was in line with our objectives in the current economic conditions.

OUR ACHIEVEMENTS AND PERFORMANCE REVIEW

This year we have consolidated our work in building effective staff, sustainability, improving our governance and delivering excellent care.

Effective Staff

Different staff groups have adapted flexibly to working within the restrictions associated with the Covid-19 pandemic. Corporate support teams have worked effectively from home in line with Government instructions and retail staff have been furloughed during times of closure for non-essential retail. Care teams have worked consistently throughout the period to support patients and carers, strictly following infection control guidelines. There have been some changes to the structures of the teams to reflect the new ways of working in response to the adapted services and new models of care.

Restrictions related to the pandemic meant that we could not hold our annual staff "Well-being Day" as planned. This is now scheduled for October 2021 and will focus on recognising the impact of the pandemic on all our teams, whether furloughed or working. It is also an opportunity for staff to learn about the progress towards achieving the strategic objectives and future plans.

We have in place a comprehensive programme of mandatory training, which is enhanced with a range of training which builds wider skills and resilience. The majority of mandatory training is delivered via an online platform. This has improved access for our wider workforce of remote workers within Care services and enabled an easier process of audit to ensure compliance. This is supported by a programme of reflective practice within Care services which helps staff gain understanding of the impact of their work, embed good practice and work collegiately to resolve poor practice. We are undertaking a staff survey in August 2021 to gain insights from our teams post pandemic and investigate opportunities for improvement.

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Volunteers

Reach and Impact

Volunteering at Nottinghamshire Hospice is vital in enabling us to provide outstanding care. Volunteering brings many benefits, including gaining valuable work and life experience, being able to get out and do something constructive, meeting new people and having fun. Covid 19 had a significant impact on volunteer services due to the closure of the Day Therapy unit and intermittent closure of retail. During lockdown continued support was provided to volunteers with a hope that they would return as soon as services and retail resumed. Of note is the fact that the majority of volunteers at the Hospice are 65 plus and were therefore at particular risk, causing a number of them to be understandably cautious about returning, particularly to our retail services. Many of our volunteer counsellors and emotional support volunteers have adapted their services by offering phone or virtual appointments instead of meeting people face to face, and this was well received. The number of volunteers has decreased post pandemic for a number of reasons: people wishing to spend more time with family and friends who they may not have seen for many months; reductions in mobility due to lack of exercise; the lockdowns creating a natural break in their volunteering journey; people being cautious about mixing with others; and uncertainty about the efficacy of the vaccine. We are successfully exploring different ways of engaging and recruiting volunteers who more widely represent the population we serve, and the team is optimistic and enthusiastic about enhancing the size and diversity of our volunteer services.

Volunteer Voice and Experience

In 2020-2021 Volunteers Services have increased both the opportunities available for our volunteers and the level of training to support them in their roles. All are given a comprehensive induction at the Hospice before starting and access to the online training platform to enable them to complete the relevant modules in their own time. All volunteering policies have been reviewed, refreshed, and updated and a new handbook issued.

Funding our Work

The Hospice has a blended approach to income generation. This is in line with good management practice but is also underpinned by the belief expressed by Dame Cicely Saunders that - A Hospice should always be able to focus on the needs of a patient, and needs a range of different types of income, statutory, restricted, and non-restricted to ensure it is able to remain vibrant, independent and person centered.

Despite challenges in retail and fundraising, this year has been positive in terms of income generation which has enabled us to sustain our services and commitments, resulting in a financial surplus. Furlough payments and business grants made a £634k contribution to support the Hospice during what could have been a financially challenging year. Support from the Jones 1986 Trust and strategic partners Better Together Partnership – Mid Notts, and other donations and grants have enabled us to continue to deliver Hospice in Your Home services. We are now commissioning academic research to assess the impact of the Hospice Night Support service. We express our thanks to all donors and supporters for their ongoing confidence and commitment.

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Retail

The retail team had a challenging year of trading due to the pandemic. Numerous lockdowns and restrictions during the period impacted on our ability to trade when closed and on footfall when open. Infection control measures such as screens around tills, removal of stock to enable social distancing and reducing the number of customers in the shops all impacted on net profit. Staff were furloughed through the lockdowns and volunteers were put on hold, some of whom decided not to return. This impacted on our ability to open to the full trading hours as lockdown was lifted. However, ongoing recruitment of retail volunteers is replenishing the shifts which have remained vacant, and we remain positive.

Plans are in place to review our retail offer with opportunities such as online retail, gift cards, furniture sales, and pop-up shops being explored. Our Blidworth shop also has a small café with a weekly drop-in service. The concept is based on encouraging people to stay longer on site and increase income but specifically to create opportunities to share information about our care and hold events such as a "Death Café" to open discussions about end-of-life care and build resilience. Looking forwards, the retail teams and volunteers will receive further training to increase community resilience and to identify hidden needs within their communities. This is embedded in the strategic objectives for 2020 – 2025.

Fundraising

The Fundraising team too met with significant challenges in 2020-21 due to the reductions in fundraising opportunities during the year. Cancellation of events and challenges resulted in a lower income than forecast within fundraising. During lockdowns the communities of Nottingham and Nottinghamshire responded generously in their support of the initiatives we did have. The tenacity of the team resulted in several new approaches being implemented. This was year of "Firsts" in a number of our Fundraising campaigns. We launched our first online matched funding campaign which raised over £40,000. We also launched our first direct mail campaign, Forget Us Not, in May 2020, backed up by the selling of "Forget me not" flower merchandise over Christmas. We also worked collaboratively with a neighbouring Hospice, Beaumont House, for the first time, successfully doubling our number of regular donors through a Regular Giving appeal. We are working with them again in 2021 to drive the number of regular supporters further. Our regular Light Up a Life appeal was our most successful to date.

The challenges which face the wider voluntary sector have been felt keenly at the Hospice, however the diligence and commitment of the fundraising team have been essential in overcoming and learning from these experiences.

Lottery

In June 2018 Nottinghamshire Hospice transferred management of its Lottery programme to 'Your Hospice Lottery' with the aim to grow the supporter network to 5,000 during the first year. Progress has been slow and restorative action was initiated. An opportunity to review the contract exists in 2021 – 22 to return the lottery to internal management, but it is agreed that the internal resources are best placed undertaking activities where we have demonstrated strength in fundraising and the contract with "Your Hospice Lottery" will remain.

Contracting

The Hospice continues to be the leading provider of community-based end of life and palliative care across our city and county. The external environment continues to change with future changes anticipated during 2021-2022. It is anticipated this will include contracts being changed to reflect provision across the city and county with a single set of outcomes and targets. It will be essential for the Hospice to maintain the current levels of funding if services are to be sustained into the future.

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The investment provided by the Hospice into services such as the Hospice Night Support service has injected significant new money and resources into the provision of end-of-life care across the city and county. During 2020-21 our understanding of the needs of individuals has increased and we know the difference a flexible model of care can make to people at the end of life. During 2021-22 it is intended that a dialogue will be opened with commissioners to move from a silo or service-based approach to outcomes to one based on a holistic hospice care. This will be predicated on the skill and knowledge of teams to design and implement appropriate strategies for effective end of life care and on the changes in the commissioning landscape.

During 2020-21 the Hospice provided commissioned care on behalf of City Care, Nottingham Clinical Commissioning Group (CCG); Rushcliffe CCG; Nottingham West and Nottingham North and East CCG; Better Together partnership – Ashfield, Mansfield, Newark and Sherwood CCG's. We record our thanks for their shared vision and commitment to our belief that everyone in our City and County has the right to a good death.

PR and Media

During the year we continued to significantly raise our profile in the media, building up effective relationships with journalists across online, print and broadcast media including some national and international journalists. All our press releases have received coverage with some of our events being covered across all available channels. Our ability to share emotive, impactful and relevant stories about our patients, supporters and hospice developments has been well received and increased awareness of the work of Nottinghamshire Hospice.

Our learning and development to social media platforms and the use of this mechanism to raise the profile of the Hospice continues. There has been significant learning in terms of the role of digital fundraising with the success of projects such as the matched funding campaign.

During the year the website has been redesigned and refreshed to clarify our services. The site makes it easier for people to understand our offer, donate, apply for jobs online and includes information such as governance and policies.

Improving Our Governance

Nottinghamshire Hospice is a company limited by guarantee governed by its Memorandum and Articles of Association incorporated on 25 July 1980. It was amended for current governance arrangements on 20 July 2004 and further updated and adopted on 18 March 2008 and again on 4 February 2014. It is a registered Charity with the Charity Commission and a Company limited by guarantee registered with Companies House.

Board of Trustees and Management Structure

As set out in the Articles of Association, the Charity is governed by a Board of Trustees (Council), consisting of between 5 and 15 members. The Chair of the Board of Trustees (BOT) is nominated by the elected Trustees of the (BOT). Trustees have the power to co-opt other members as they feel appropriate. Co-opted members serve for a time limited period.

Trustees say:

It is essential that we are able to explain the role of a Trustee to inspire people to join the Board. In a recent social media post Trustee Joanne Brunner said:

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The role of the Trustee is extremely important in all charities, as they work with the Management Team to make sure there is a clear strategy in place and that we are able to continue to meet the needs of our beneficiaries. All of our Trustees at Nottinghamshire Hospice give freely of their time and their skills and knowledge are invaluable to us. I would like to send a personal thank you to each and every one of them for their commitment and support, particularly over the recent very challenging times.

In order to support newly elected Trustees, each receives a comprehensive induction pack, the opportunity to buddy with an existing Trustee, offers to attend courses held by Hospice UK and other relevant organisations, an invitation to an induction day where they will meet with the senior management team and exposure to sub group meetings prior to joining them. All Trustees are also offered the opportunity of on-going development which includes attending charity governance courses run by organisations such as Civil Society Media.

The Board of Trustees meet at least 6 times per year and in addition to full Board meetings they are also involved in relevant subgroups. These subgroups are the Quality and Safety subgroup and the Strategy and Corporate Governance subgroup. Both groups are chaired by Trustees and supported by Managers, and work within terms of reference agreed by the Board of Trustees. The Trustees lead the strategic direction of the Charity and act as an oversight board to the remunerated Senior Management Team who manage the operational aspects of the Charity on a day-to-day basis.

The Board has delegated within agreed limits the day to day running of the Hospice to the Chief Executive Officer and their Corporate Management team. Rowena Naylor Morrell, the previous CEO left the organisation in May 2021 and has been replaced by Rachel Hucknall. The Corporate Management Team comprises the CEO, a Director of Finance and Resources, a Director of Care, a Hospice in Your Home Manager, a Clinical Practice Lead, a Therapy and Wellbeing Manager, a Head of Fundraising, Marketing and Communications, a HR Manager, a Retail Manager, and a Volunteer Services Manager.

None of the Trustees receives remuneration or other benefits from their work with the Charity. Any personal interest a Trustee or Senior Manager has within the Charity must be disclosed to the full Board.

The Trustees, who are also directors of Nottinghamshire Hospice Ltd, for the purposes of company law, are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the Charitable Company and of the incoming resources and application of resources, including income and expenditure for the year. In preparing these statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP 2015 (FRS 102).
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.

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

Delivering Excellent Care

As for all health care providers, this has been a year dominated by the Covid pandemic which whilst challenging, has led to a major transformation in both the services we provide and the way in which they are provided. Whilst still meeting the outcomes of contractual requirements we have seen a large increase in referrals and have adapted accordingly to meet the needs of our patients and our communities.

Hospice in Your Home

During 2020-21 the Hospice in your Home services have been the predominant offer provided to support patients to have palliative care in their preferred place of care. The number of referrals to Hospice at Home during the year had increased significantly from 1133 in 2019-20 to 1805 in 2020-21 and to the Hospice Night Support teams from 465 in 2019-20 to 957 in 2020-21. This has meant that the blended approach of offering both overnight shifts and visiting services has offered the patient and their family a choice, with the added benefit of releasing additional capacity in the services to see more patients compared to the traditional shift-based Hospice at Home model. We plan to commission academic research to assess the implications of running both service options, kindly funded by The Jones Trust 1986. Like all services, screening for COVID symptoms was introduced and after an initial shortage of PPE, end of life care has been provided for those patients who tested COVID positive. The average length of stay on the service has reduced over the year from 30 days to 25 days; thus, meaning the care being provided is usually when the patients are more poorly and in the last days of life.

Due to closure of the hospice day therapy service in March 2020, attention turned to utilising the resources that were allocated to day therapy to support the drive to reduce hospital admission, ease pressures on NHS services, aid fast discharge to preferred place of care and support the pandemic in the best way possible. The decision was made in conjunction with the Fast-Track team at City Care to offer support for fast-track packages of care and therefore redeploy day therapy staff to work in the community providing a day visiting service. The service was named the Hospice Outreach and Discharge Support (HODS) team and they have been in operation since May 2020. The HODS service introduced in response to the pandemic have been able to support 195 referrals from across Greater Nottinghamshire. Due to logistics of travel, it was not possible to be able to offer the support to Mid Notts. Patients are accepted onto the service for 30 days and then reviewed. Most of these patients have died at home in their preferred place of care. Should a patient improve following an episode of illness or discharge from hospital they may be referred onto a longer-term community domiciliary care provider. The 30-day initial episode of care was to ensure patient flow and for the fast-track team to refer those more complex palliative care patients in the final days of life to the team who were experienced at supporting palliative patients. When looking at preferred place of care/death in conjunction with it being recorded in their EPaCCS (electronic palliative care coordination system) record, over 95% of patients receiving the Hospice in your Home services achieved their stated preferred place. More than 16% of patients also had a member of staff present at the time of death.

To provide a more comprehensive service in response to the pandemic the HNS teams dovetailed with the HODS team to make up the package of care required in the early evening/twilight hours. Where the three teams had previously all worked the night shift (21.30-07.00hrs) one team moved to provide the twilight cover (19.00-04.30hrs). This introduced additional capacity and flexibility and enabled the teams to meet the needs of more patients than traditionally with Hospice at Home.

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Flexible approach to Day therapy services

Day therapy provision

Following the closure of day therapy services in March 2020 the existing day therapy patients who were known to the hospice at the start of the pandemic received a combination of support. The previous day therapy volunteers were offered the opportunity to undergo additional training and complete weekly support telephone calls to those patients who were known to them. They have been supported by the volunteer services manager, support services manager and the day unit coordinator. All calls have been escalated through to a member of the clinical team where concerns have been raised by the volunteer- thus supporting the patient either through a visit by a member of the clinical team or connecting into the community network of healthcare services. Where a patient has deteriorated, the care services team have been able to offer Hospice at Home support or when appropriate support through the HODS team.

In September 2020 a limited service of complementary therapy was offered to those patients who were known by the hospice and where the treatments were expected to have therapeutic benefit, for example in maintaining range of movement or reducing pain. Additionally, the physiotherapist provided some limited support to patients and families in their home to support the community rehabilitative support team.

The pandemic gave us the opportunity to re-imagine the day services provides by the Hospice. The new Day Hospice service has been redesigned following the feedback from the wellbeing service which was introduced and outlined in last year's report, patient feedback, and the above learning from the pandemic. It will be embedded into an internal, integrated pathway across all services in the Hospice and aligns comfortably with the external work we partner in with City Care, Nottinghamshire Healthcare and the wider environment. Named "The GRACE service" (Goal setting, Reablement, Assessment, Complementary Therapy and Emotional Support) we aspire to deliver truly rehabilitative palliative care.

As the GRACE service opens, the 40 previous day therapy patients will be welcomed back through a GRACE clinic appointment. This will be to introduce them to the new service offer and reassess their needs in line with the person-centred goal setting approach. Some patients will remain within the Hospice at Home service as they are too poorly to return. The hospice have identified a tool designed to assess patients' needs with a progressive illness and have used it to support those patients who remain within the wellbeing service and are returning to the building based services. This Support Needs Approach for Patients (SNAP) tool is a five-stage health care intervention which seeks to enable person-centred care for patients with progressive conditions. SNAP uses an evidence based validated tool, to help patients identify and express their support needs so that they can discuss them with their health care professional. The SNAP tool comprises 15 items in which patients with progressive disease commonly say they require support. The tool is short and simple to use for both patients and health care professionals. SNAP is more than just the 15-item tool: it underpins the 5-stage SNAP intervention for use in clinical practice to deliver person-centred care. It enables the patient and health care professional to work together to identify, priorities and plan in relation to the patient's unmet support needs. We are optimistic this new model will meet the needs of patients in the post-pandemic environment.

The Young Adults service described last year will integrate into the GRACE model with additional bespoke sessions to engage and support this niche group of patients.

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

Support services

Nottinghamshire Hospice Support Service provides emotional and spiritual support as well as advice and information, for patients, friends and family that are affected by palliative diagnosis or bereavement. During 20-21 support was offered through one-to-one counselling, emotional support and through group activities. The service is delivered by volunteer counsellors and during the year referrals increased from 145 to 170 patients. The service adapted to the pandemic by moving from face-to-face appointments to offering telephone and on-line sessions. This service development will be retained in the future as it gives patients choice and enables us to use volunteers from across the UK for the online sessions.

GriefLine was set up in response to a request by the ICS to offer a telephone support line for those people experiencing traumatic grief due to the Covid pandemic. Support Services have piloted and continued with the operation of the GriefLine (Freephone 0800 number) which is answered Monday – Friday 8.00am to 5:00pm with a facility to leave a message outside of these hours or call the hospice 24-hour number to speak to someone in person. The ongoing use of this service is to be reviewed in 2021-2022.

Patients we have supported during 2020-21

The year in numbers:

- 1,805 referrals were made to Hospice at Home (1,133 the previous year)
- The average stay on Hospice at Home service was 25 days (30 days previously)
- 957 referrals were made to Hospice Night Support (465 previously)
- 170 referrals were made to bereavement services (146 previously)
- 1,700 hours of support were given through advice and guidance services
- 12 young adults regularly attended the Young Adults service over the year

KEY RISKS AND UNCERTAINTIES

Risk Management Strategy

The Trustees have a Risk Management Strategy which comprises:

- An annual review of all the risks the charity may face.
- The establishment of systems and procedures to mitigate those risks.
- A bi-monthly review of major risks and mitigating actions.
- The implementation of procedures designed to minimise any potential impact on the charity should any of the risks materialise.

A risk register has been prepared and a risk score attached to each of the risks identified, representing a combination of potential impact on the charity and likelihood of the risk materialising. All risks with a weighted score of 15 or more are deemed major risks and are monitored accordingly.

The key risks identified and our plans to address them are as follows:

- Income generation may not meet the required target and there is a significant shortfall in the levels the levels required to support service delivery. An income generations strategy is in place to increase income from fundraising, retail and contractual sources

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

- Risks to staff safety during the delivery of community services during unsocial hours. Staff receive induction and training on personal safety. Through the night management and tracking is in place to assure staff safety
- GDPR (General Data Protection Regulation) breach – mitigation: Policy in place, staff trained and the organisation has completed NHS Data Security Toolkit.

PLANS FOR THE FUTURE

During 2021-2022 we will be focusing embedding our strategy and conducting a full refresh of the strategy to better understand the impact of Covid 19. This will include understanding the needs of patients following the changes to patterns of death due to the pandemic; reflecting on the sustainability of retail as a mechanism for income generation and understanding what fundraising will need to look like in the coming years.

The Trustees and the Senior Management Team will continue to work together to identify a clear vision of what Nottinghamshire Hospice will look like, how we will be delivering our Care, how we will lead transformation and change both internally and with our partners and demonstrate our commitment to everyone in Nottingham and Nottinghamshire having a good death. For them and their loved-ones our palliative end of life care and support will be a beacon of hope and excellence in fulfilling this right.

Strategic Objective one

Be a recognised centre of excellence for patients requiring community-based Hospice Care:

- Maintain our CQC rating of GOOD with an ambition to be outstanding
- Increase patient and carer satisfaction by improving the ways we listen and respond
- Improve the number of people achieving their preferred place of care and death
- Increase our influence and leadership of the end-of-life agenda both locally and nationally

Strategic Objective two

Lead and promote positive conversations about death to build community resilience:

- Support communities to increase resilience through shared learning and partnership
- Provide quality volunteering experiences which build confidence and a sense of achievement
- Build community hubs by extending the role of our shops in community resilience

Strategic Objective three

Deliver visible and inclusive access to end of life care services across all communities in Nottinghamshire

- Increase the cultural competence of all our staff and patients to provide inclusive care and support
- Understand and respond to the changing needs of communities through dialogue and awareness raising
- Support people to understand and put in place strategies such as advance care plans or respect forms to ensure they are able to make the best decisions about their end-of-life care
- Support the development of an open dialogue about grief, bereavement, and loss to reduce stigma and improve understanding

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

Strategic Objective four

Have in place a robust and sustainable business model which supports our strategy for the delivery of end-of-life care throughout Nottinghamshire

- Improve the annual wellbeing score of our staff
- Increase our income to be able to meet the changing demands and needs for care in our communities
- Increase the level of local fundraised income received each year
- Demonstrate good governance in all areas of our work

Whilst the report relates to our performance in 2020-21 the impact of Covid 19 in 2021-2022 on our communities, our organization and our citizens is ongoing. We continue to remain vigilant and responsive as the situation evolves.

The performance of all staff at Nottinghamshire Hospice has been outstanding, the support of our partners reassuring and the kindness and generosity of our communities – simply breathtaking.

Thank you all for your support of Nottinghamshire Hospice.

REFERENCE AND ADMINISTRATION

Key members of the organisation

Founder and Honorary President
Honorary Patron and Ambassador
Ambassadors

Bernard Brady
Tim Richmond OBE TD DL
Sue Cooper
Peter Emerson
Tim Farr
Dame Elizabeth Fradd
Judy Naake
Nicky Weston DL

Trustees

Shahnaz Aziz
Joanne Brunner
Dipak Datta
Dr Vanessa Doel
Mike Holt
Janusz Jankowski
Siobhan Kesari
Tracy Madge
Dr Jane Milburn
Colin Peacock
Jenifer Richmond
Ann Rowe
Matt Youdale
Patrick Taylor
Saurabh Zindal

Chief Executive Officer
Director of Care
Director of Finances and Resources
Area Retail Manager
Volunteer Development Manager
Human Resources Manager

Rowena Naylor-Morrell / Rachael Hucknall
Joanne Polkey
Maria Holmes
Penny Russell
Jo Drake
Donna Roberts

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

Head of Fundraising, Marketing & Communications

Gemma Taylor-Mahon

Charity Details

Registered Name	The Nottinghamshire Hospice Limited
Registered Office	384 Woodborough Road, Nottingham NG3 4JF
Charity Number	509759
Company Number	1509313
Auditors	Page Kirk LLP Sherwood House, 7 Gregory Boulevard, Nottingham NG7 6LB
Principal Bankers	Barclays Bank PLC Leicester LE87 2BB
Principal Solicitors	Freeths LLP Cumberland Court, 80 Mount Street, Nottingham, NG1 6HH
Accountants	HSKS Greenhalgh 3rd Floor Butt Dyke House, 33 Park Row, Nottingham, NG1 6EE
Principal Investment Brokers	Brewin Dolphin 1st Floor Waterfront House, Waterfront Plaza, 35 Station Street, Nottingham NG2 3DQ

SUPPORTERS OF THE HOSPICE

Thank you to all those, whose kindness and generosity continues to make a difference to our patients' lives as well as their families and carers; including those who made a contribution, who gave their time to volunteer, who took part in events and challenges or supported our campaigns as well as our commissioners.

Our Commissioners	CityCare Mansfield and Ashfield Clinical Commissioning Group Newark and Sherwood Clinical Commissioning Group Nottingham City Clinical Commissioning Group Nottingham North East Clinical Commissioning Group Nottingham West Clinical Commissioning Group Rushcliffe Clinical Commissioning
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Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Auditor

Page Kirk LLP have expressed their willingness to continue as auditors for the next financial year.

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

Approved by the Board on 28 September 2021 and signed on its behalf by:

.....

Mrs J Brunner
Trustee

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF NOTTINGHAMSHIRE HOSPICE LIMITED

Opinion

We have audited the financial statements of Nottinghamshire Hospice Limited for the year ended 31 March 2021, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash flow and the related notes, including a summary of the significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its 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 for charitable companies audited under the Companies Act 2006: the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF NOTTINGHAMSHIRE HOSPICE LIMITED

..... continued

Other information

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

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

We have nothing to report in this regard.

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 financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the 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 1, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF NOTTINGHAMSHIRE HOSPICE LIMITED

..... continued

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory frameworks within which the company operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Companies Act 2006, Charities Act 2011, Taxation legislation, COVID - furlough income and Money Laundering.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be the override of controls by management and the understatement of revenue. Our audit procedures to respond to these risks included:

- Enquiries of management about their own identification and assessment of the risks of irregularities.
- Sample testing on the posting of journals.
- Reviewing meeting minutes, regulatory correspondence and professional fees.
- Detailed substantive testing on the completeness of income.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

These inherent limitations are particularly significant in the case of misstatement resulting from fraud as this may involve sophisticated schemes designed to avoid detection, including deliberate failure to record transactions, collusion or the provision of intentional misrepresentations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF NOTTINGHAMSHIRE HOSPICE LIMITED

..... continued

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of the Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's 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 charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

.....
John Wallis FCA (Senior Statutory Auditor)
For and on behalf of Page Kirk LLP, Statutory Auditor

Sherwood House
7 Gregory Boulevard
Nottingham
NG7 6LB

28 September 2021

NOTTINGHAMSHIRE HOSPICE LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND
EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS
AND LOSSES)**

YEAR ENDED 31 MARCH 2021

		Unrestricted funds	Restricted funds	Total Funds 2021	Total Funds 2020
	Note	£	£	£	£
Income from:					
Donations and legacies	3	1,106,583	1,471,640	2,578,223	1,160,337
Charitable activities	4	1,507,236	-	1,507,236	1,469,524
Other trading activities	5	435,322	-	435,322	1,171,475
Investments	6	13,486	-	13,486	18,575
Total		<u>3,062,627</u>	<u>1,471,640</u>	<u>4,534,267</u>	<u>3,819,911</u>
Expenditure on:					
Raising funds	7	977,121	-	977,121	1,070,865
Charitable activities	8	1,888,973	743,342	2,632,315	2,625,426
Other	9	9,912	-	9,912	7,938
Total		<u>2,876,006</u>	<u>743,342</u>	<u>3,619,348</u>	<u>3,704,229</u>
Net gains/(losses) on investments		63,483	-	63,483	(54,857)
Net income		<u>186,621</u>	<u>728,298</u>	<u>914,919</u>	<u>115,682</u>
Net movements in funds		250,104	728,298	978,402	60,825
Reconciliation of funds					
Total funds brought forward		1,582,646	972,904	2,555,550	2,494,725
Total funds carried forward		<u>1,832,750</u>	<u>1,701,202</u>	<u>3,533,952</u>	<u>2,555,550</u>

The notes on pages 28 to 46 form an integral part of these financial statements.

NOTTINGHAMSHIRE HOSPICE LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND
EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS
AND LOSSES)**

YEAR ENDED 31 MARCH 2021

..... continued

		Unrestricted funds	Restricted funds	Total Funds 2020
	Note	£	£	£
Income from				
Donations and legacies	3	868,708	291,629	1,160,337
Charitable activities	4	1,400,305	69,219	1,469,524
Other trading activities	5	1,171,475	-	1,171,475
Investments	6	18,575	-	18,575
Total		<u>3,459,063</u>	<u>360,848</u>	<u>3,819,911</u>
Expenditure on				
Raising funds	7	1,070,865	-	1,070,865
Charitable activities	8	2,201,006	424,420	2,625,426
Other	9	7,938	-	7,938
Total		<u>3,279,809</u>	<u>424,420</u>	<u>3,704,229</u>
Net gains/(losses) on investments		(54,857)	-	(54,857)
Net income		<u>179,254</u>	<u>(63,572)</u>	<u>115,682</u>
Net movements in funds		124,397	(63,572)	60,825
Reconciliation of funds				
Total funds brought forward		<u>1,458,249</u>	<u>1,036,476</u>	<u>2,494,725</u>
Total funds carried forward		<u><u>1,582,646</u></u>	<u><u>972,904</u></u>	<u><u>2,555,550</u></u>

The notes on pages 28 to 46 form an integral part of these financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED (REGISTRATION NUMBER:
01509313)**

**BALANCE SHEET
31 MARCH 2021**

		2021		2020	
	Note	£	£	£	£
Fixed assets					
Tangible assets	12		1,158,568		1,239,471
Investments	13		507,922		425,375
			<u>1,666,490</u>		<u>1,664,846</u>
Current assets					
Stocks and work in progress		-		1,852	
Debtors	14	639,003		924,274	
Cash at bank and in hand		<u>1,420,931</u>		<u>214,083</u>	
		2,059,934		1,140,209	
Creditors: Amounts falling due within one year	15	<u>(188,924)</u>		<u>(241,227)</u>	
Net current assets			<u>1,871,010</u>		<u>898,982</u>
Total assets less current liabilities			3,537,500		2,563,828
Creditors: Amounts falling due after more than one year	16		<u>(3,548)</u>		<u>(8,278)</u>
Net assets			<u><u>3,533,952</u></u>		<u><u>2,555,550</u></u>
The funds of the charity:					
Restricted funds			1,701,202		972,904
Unrestricted funds			<u>1,832,750</u>		<u>1,582,646</u>
Total charity funds			<u><u>3,533,952</u></u>		<u><u>2,555,550</u></u>

Approved by the Board on 28 September 2021 and signed on its behalf by:

.....
Mrs J Brunner
Trustee

.....
Mr C Peacock
Trustee

The notes on pages 28 to 46 form an integral part of these financial statements.

NOTTINGHAMSHIRE HOSPICE LIMITED

CASH FLOW STATEMENT YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
Cash flows from operating activities		
Net income/(expenditure) for the reporting period	978,402	60,825
Adjustments to cash flows from non-cash items:		
Depreciation and amortisation	162,726	168,373
(Gains)/loss on investments	(63,483)	54,857
Loss/(profit) on sale of investments	(23,507)	21,786
Loss/(profit) on sale of fixed assets	(26,400)	-
Dividends, interest and rents from investments	(13,115)	(17,840)
(Increase)/decrease in stocks	1,852	889
(Increase)/decrease in debtors	285,271	(259,377)
Increase/(decrease) in creditors	(57,033)	52,374
Net cash provided by (used in) operating activities	<u>1,244,713</u>	<u>81,887</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	13,115	17,840
Proceeds from the sale of property, plant and equipment	38,289	-
Purchase of property, plant and equipment	(93,712)	(13,172)
Proceeds from sale of investments	375,973	245,806
Purchase of investments	(371,530)	(327,665)
Net cash provided by (used in) investing activities	<u>(37,865)</u>	<u>(77,191)</u>
Change in cash and cash equivalents	1,206,848	(112,304)
Cash and cash equivalents at 1 April	214,083	326,387
Cash and cash equivalents at 31 March	<u>1,420,931</u>	<u>214,083</u>
Cash in hand	1,420,931	214,083
Total cash and cash equivalents	<u>1,420,931</u>	<u>214,083</u>

The notes on pages 28 to 46 form an integral part of these financial statements.

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

1 GENERAL INFORMATION

The charity is a company limited by guarantee and is incorporated in England and Wales.

The address of its registered office is:

Fernleigh
384 Woodborough Road
Nottingham
NG3 4JF

These financial statements were authorised for issue by the Board of trustees on 28 September 2021.

2 ACCOUNTING POLICIES

Charity status

The charity is a company limited by guarantee and has no share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Nottinghamshire Hospice Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Preparation of the accounts on the going concern basis

The trustees consider that there are no material uncertainties about the trust's ability to continue as a going concern. The most significant areas of operational uncertainty are:

- Risk: Income generation may not meet the required target and there is a significant shortfall in the levels the levels required to support service delivery
Mitigation: An income generations strategy is in place to increase income from fundraising, retail and contractual sources.
- Risk: Staff safety during the delivery of community services during unsocial hours.
Mitigation: Staff receive induction and training on personal safety. Through the night management and tracking is in place to assure staff safety

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

-
- Risk: GDPR (General Data Protection Regulation) breaches
 - Mitigation: Policy in place, staff trained and the organisation has completed NHS Data Security Toolkit.

Critical accounting judgements and key sources of estimation uncertainty

Preparation of the financial statements requires management to make significant judgements and estimates. During the preparation of these financial statements there have been no significant or material judgements and estimates that require disclosure.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes.

Further details of each fund are disclosed in note 21.

Income

Donations and legacies is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Incoming resources from tax reclaims are included in the statement of financial activities at the same time as the gift to which they relate.

Charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

Other trading activity income relates to shop, lottery and fundraising income. It is recognised on a receivables basis.

Investment income is recognised on a receivable basis.

Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds are the costs of trading for fundraising purposes.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Expenditure on other items include those incurred in the governance of the charity and its assets and are primarily associated with statutory requirements

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Fixed assets

Fixed assets are initially recorded at cost.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Freehold interest in land & buildings	4% straight line
Short leasehold and other interests in land & buildings	Varying rates
Plant and machinery including motor vehicles	20% straight line
Fixtures, fittings and equipment	33.33 or 20% straight line

During the year, the trustees have reviewed the useful economic life of all asset categories and deemed that all reducing balance rates were to be changed to 20% straight line.

Investments

Fixed asset investments are included at market value at the balance sheet date.

Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the statement of the financial activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the statement of financial activities based on the market value at the year end.

Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

Hire purchase and finance lease contracts

Assets held under finance leases, which are leases where substantially all the risks and rewards of ownership of the asset have passed to the charity, are capitalised in the balance sheet as tangible fixed assets and are depreciated over their useful lives. The capital elements of future obligations under the leases are included as liabilities in the balance sheet. The interest element of the rental obligation is charged to the statement of financial activities over the period of the lease and represents a constant proportion of the balance of capital repayments outstanding.

Assets held under hire purchase agreements are capitalised as tangible fixed assets and are depreciated over their useful lives. The capital element of future finance payments is included within creditors. Finance charges are allocated to accounting periods over the length of the contract.

Operating leases

Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.

Pensions

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

Financial Instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

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

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

3 INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds £	Restricted funds £	Total Funds 2021 £	Total Funds 2020 £
Fundraising - donations	56,770	-	56,770	62,510
Fundraising - legacies	216,192	-	216,192	734,734
Fundraising - grants	208,135	435,847	643,982	348,673
Other - donations	-	-	-	100
Other - grants	-	-	-	14,320
Government grants - COVID-19 furlough scheme	333,013	-	333,013	-
Hospice UK grants	-	1,035,793	1,035,793	-
Government grants - COVID 19 business rates grants	292,473	-	292,473	-
	<u>1,106,583</u>	<u>1,471,640</u>	<u>2,578,223</u>	<u>1,160,337</u>

4 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total Funds 2021 £	Total Funds 2020 £
Provision of hospice services				
Payments from governments or public authorities in the normal course of trading	1,457,329	-	1,457,329	1,469,524
(Profit)/loss on sale of tangible fixed assets held for charity's own use	49,907	-	49,907	-
	<u>1,507,236</u>	<u>-</u>	<u>1,507,236</u>	<u>1,469,524</u>

NOTTINGHAMSHIRE HOSPICE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

5 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total Funds 2021 £	Total Funds 2020 £
Shop income	254,578	-	254,578	950,633
Warehouse takings	10,189	-	10,189	20,384
Fundraising - events	104,748	-	104,748	143,460
Lottery membership income	53,617	-	53,617	56,998
Insurance claims	12,190	-	12,190	-
	<u>435,322</u>	<u>-</u>	<u>435,322</u>	<u>1,171,475</u>

6 INCOME FROM INVESTMENTS

	Unrestricted funds £	Restricted funds £	Total Funds 2021 £	Total Funds 2020 £
Income from UK listed investments	7,871	-	7,871	10,677
Income from non-UK listed investments	5,244	-	5,244	7,163
Bank interest receivable	371	-	371	735
	<u>13,486</u>	<u>-</u>	<u>13,486</u>	<u>18,575</u>

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

7 EXPENDITURE ON RAISING FUNDS

	Unrestricted funds £	Restricted funds £	Total Funds 2021 £	Total Funds 2020 £
Retail activities				
Cost of goods sold	2,582	-	2,582	4,239
Employment costs	452,940	-	452,940	501,647
Other direct costs	15,883	-	15,883	47,399
Establishment costs	208,960	-	208,960	205,792
Repairs and maintenance	25,342	-	25,342	14,871
Depreciation of tangible fixed assets	31,040	-	31,040	31,945
Office expenses	15,809	-	15,809	14,910
Cleaning	793	-	793	-
Advertising and promotion	-	-	-	163
Legal and professional costs	-	-	-	578
Bank charges	8,193	-	8,193	8,664
	<u>761,542</u>	<u>-</u>	<u>761,542</u>	<u>830,208</u>
Fundraising events				
Cost of goods sold	-	-	-	110
Cost of fundraising events	11,951	-	11,951	42,981
Employment costs	185,494	-	185,494	172,034
Other direct costs	5,598	-	5,598	6,768
Office expenses	7,432	-	7,432	-
Legal and professional costs	-	-	-	10,404
Bank charges	574	-	574	-
	<u>211,049</u>	<u>-</u>	<u>211,049</u>	<u>232,297</u>
Lottery				
Lottery prizes	85	-	85	2,200
Other direct costs	-	-	-	308
Advertising and promotion	-	-	-	1,104
Bank charges	-	-	-	863
	<u>85</u>	<u>-</u>	<u>85</u>	<u>4,475</u>
Investment management costs				
Administration of investments	4,445	-	4,445	3,885
	<u>977,121</u>	<u>-</u>	<u>977,121</u>	<u>1,070,865</u>

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

8 EXPENDITURE ON CHARITABLE ACTIVITIES

	Activities undertaken directly £	Support costs allocated £	2021 £	2020 £
Provision of hospice services	<u>2,632,315</u>	<u>-</u>	<u>2,632,315</u>	<u>2,625,426</u>

9 OTHER EXPENDITURE

	Unrestricted funds £	Restricted funds £	Total Funds 2021 £	Total Funds 2020 £
Support costs allocated	<u>9,912</u>	<u>-</u>	<u>9,912</u>	<u>7,938</u>

10 AUDIT REMUNERATION

	2020 £	2019 £
Audit of the financial statements	<u>7,562</u>	<u>6,900</u>
Other fees to auditors		
Non-audit work: Accounts preparation	2,350	1,038
Non-audit work: Tax compliance services	<u>-</u>	<u>-</u>
	<u>2,350</u>	<u>1,038</u>

11 EMPLOYEES' REMUNERATION

The average number of persons employed by the charity (including trustees) during the year, analysed by category, was as follows:

	2021 No.	2020 No.
Management & support staff	21	25
Clinical services	91	90
Retail services	30	31
	<u>142</u>	<u>146</u>

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

The aggregate payroll costs of these persons were as follows:

	2021 £	2020 £
Wages and salaries	2,544,083	2,443,490
Social security	176,004	157,273
Other pension costs	80,276	86,321
	<u>2,800,363</u>	<u>2,687,084</u>

Trustees' remuneration and expenses

No trustees received any remuneration or had expenses reimbursed during the year.

Senior employees

During the year, the number of senior employees who received emoluments, calculated on the basis of full time equivalents, falling within the following ranges was:

	2021 No.	2020 No.
£60,000 - £70,000	-	-
£70,001 - £80,000	-	-
£80,001 - £90,000	1	1
	<u>1</u>	<u>1</u>

During the year, defined contribution pension contributions on behalf of these staff amounted to £6,500 (2020 - £6,500).

During the year, the number of staff who were accruing benefits under pension schemes was as follows:

	2021 No.	2020 No.
Money purchase	<u>1</u>	<u>1</u>

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

12 TANGIBLE FIXED ASSETS

	Freehold interest in land and buildings £	Short leasehold and other interests in land and buildings £	Plant and machinery including motor vehicles £	Fixtures, fittings and equipment £	Total £
Cost or Valuation					
As at 1 April 2020	2,096,761	89,165	237,322	630,778	3,054,026
Additions	-	-	15,427	78,285	93,712
Disposals	-	-	(120,273)	(1,692)	(121,965)
As at 31 March 2021	<u>2,096,761</u>	<u>89,165</u>	<u>132,476</u>	<u>707,371</u>	<u>3,025,773</u>
Depreciation					
As at 1 April 2020	1,044,491	88,391	192,281	489,392	1,814,555
Eliminated on disposals	-	-	(109,512)	(564)	(110,076)
Charge for the year	<u>79,518</u>	<u>590</u>	<u>17,442</u>	<u>65,176</u>	<u>162,726</u>
As at 31 March 2021	<u>1,124,009</u>	<u>88,981</u>	<u>100,211</u>	<u>554,004</u>	<u>1,867,205</u>
Net book value					
As at 31 March 2021	<u>972,752</u>	<u>184</u>	<u>32,265</u>	<u>153,367</u>	<u>1,158,568</u>
As at 31 March 2020	<u>1,052,270</u>	<u>774</u>	<u>45,041</u>	<u>141,386</u>	<u>1,239,471</u>

Freehold land and buildings

The gross book value of freehold land and buildings includes £2,096,761 (2020 - £2,096,761) of depreciable assets.

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

13 INVESTMENTS HELD AS FIXED ASSETS

	Listed investments £	Cash deposits £	Total £
Market value			
As at 1 April 2020	404,989	20,386	425,375
Revaluation	63,483	-	63,483
Additions	206,330	165,200	371,530
Disposals	(181,727)	(170,739)	(352,466)
As at 31 March 2021	<u>493,075</u>	<u>14,847</u>	<u>507,922</u>
Net book value			
As at 31 March 2021	<u>493,075</u>	<u>14,847</u>	<u>507,922</u>
As at 31 March 2020	<u>404,989</u>	<u>20,386</u>	<u>425,375</u>

Investment assets can be further analysed as follows:

	UK £	Overseas £
Listed investments	195,569	297,506
Cash deposits	14,847	-
	<u>210,416</u>	<u>297,506</u>

Listed investments

Investments having a net book value of £493,075 (2020 - £404,989) are listed on a recognised stock exchange and had a market value of £490,330 at the end of the year (2020 - £402,244).

14 DEBTORS

	2021 £	2020 £
Trade debtors	26,999	19,129
Other debtors	56,873	42,419
Prepayments and accrued income	555,131	862,726
	<u>639,003</u>	<u>924,274</u>

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

15 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	68,477	83,163
Taxation and social security	43,533	44,928
Other creditors	23,244	22,997
Accruals and deferred income	53,670	90,139
	<u>188,924</u>	<u>241,227</u>

Creditors amounts falling due within one year includes the following liabilities, on which security has been given by the charity:

	2021 £	2020 £
Hire Purchase	<u>4,729</u>	<u>4,729</u>

Obligations under finance lease and hire purchase are secured against the asset to which they relate.

16 CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2021 £	2020 £
Other creditors	<u>3,548</u>	<u>8,278</u>

Creditors amounts falling due after more than one year includes the following liabilities, on which security has been given by the charity:

	2021 £	2020 £
Hire Purchase	<u>3,548</u>	<u>8,278</u>

Obligations under finance lease and hire purchase are secured against the asset to which they relate.

NOTTINGHAMSHIRE HOSPICE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

17 OPERATING LEASE COMMITMENTS

As at 31 March 2021 the charity had annual commitments under non-cancellable operating leases as follows:

Operating leases which expire:

	Land and Buildings		Other	
	2021	2020	2021	2020
	£	£	£	£
Within one year	107,004	70,233	3,531	3,531
Within two and five years	179,792	86,000	-	3,530
Over five years	20,833	33,333	-	-
	<u>307,629</u>	<u>189,566</u>	<u>3,531</u>	<u>7,061</u>

18 PENSION SCHEME

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £80,276 (2020 - £86,321).

Contributions totalling £18,275 (2020 - £17,570) were payable to the scheme at the end of the period and are included in creditors.

19 FINANCIAL INSTRUMENTS

Categorisation of financial instruments

	2021	2020
	£	£
Financial assets measured at amortised cost	1,773,230	263,940
Financial liabilities measured at amortised cost	140,662	191,570
Total interest income for financial assets held at amortised cost	<u>371</u>	<u>735</u>

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

20 RELATED PARTIES

Controlling entity

The charity is controlled by the trustees who are all directors of the company.

Related party transactions

Mr C Peacock, Treasurer and a Member of Council, is a managing director at HSKS Greenhalgh. During the year, the charity incurred costs amounting to £4,800 (2020 - £6,496) for the provision of accountancy services by HSKS Greenhalgh with an amount of £nil (2020 - £3,000) outstanding at 31 March 2021.

Key management personnel

	2021	2020
	£	£
Total employee benefits paid to key management personnel	<u>140,737</u>	<u>145,110</u>

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

21 ANALYSIS OF FUNDS

	At 1 April 2020	Incoming resources	Resources expended	Other recognised gains / losses	At 31 March 2021
	£	£	£	£	£
Designated funds					
Fixed assets	388,337	93,712	(115,581)	-	366,468
General funds					
General funds	1,194,309	2,968,915	(2,760,425)	63,483	1,466,282
Restricted funds					
Bathroom refurbishment	28,759	-	(1,855)	-	26,904
Department of Health	592,790	-	(36,930)	-	555,860
Dignity in care	129,331	-	(10,145)	-	119,186
Horizons of Hope - Phase III	78,336	-	(4,113)	-	74,223
Hospice at home & day care	-	102,895	(102,357)	-	538
Hospice complementary therapy	86	-	(86)	-	-
Hospice extension	1,270	-	(133)	-	1,137
Kitchen	2,095	-	(314)	-	1,781
Small equipment	6,262	-	(4,213)	-	2,049
The Lady Evelyn and Sir Joseph Pope Fund	1,774	-	(559)	-	1,215
Room with a View	415	-	(276)	-	139
Reception area refurbishment	10,014	-	(406)	-	9,608
Rainbow	35,469	-	(35,469)	-	-
PORT	1,224	332,952	(326,574)	-	7,602
Mansfield & Ashfield	69,219	-	(67,390)	-	1,829
NHDF	15,860	-	(15,860)	-	-
PHE	-	1,035,793	(136,662)	-	899,131
	972,904	1,471,640	(743,342)	-	1,701,202
	2,555,550	4,534,267	(3,619,348)	63,483	3,533,952

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

ANALYSIS OF FUNDS

	At 1 April 2019	Incoming resources	Resources expended	Other recognised gains / losses	At 31 March 2020
	£	£	£	£	£
Designated funds					
Fixed assets	334,938	130,172	(76,773)	-	388,337
General funds					
General funds	1,123,311	3,328,891	(3,203,036)	(54,857)	1,194,309
Restricted funds					
Ambulance, computer equipment & day care unit refurbishment	176	-	(176)	-	-
Bathroom refurbishment	30,614	-	(1,855)	-	28,759
Department of Health	630,430	-	(37,640)	-	592,790
Dignity in care	139,477	-	(10,146)	-	129,331
Garden	696	-	(696)	-	-
Horizons of Hope - Phase III	82,449	-	(4,113)	-	78,336
Hospice at home & day care	-	72,990	(72,990)	-	-
Hospice complementary therapy	86	1,000	(1,000)	-	86
Hospice extension	1,403	-	(133)	-	1,270
Kitchen	2,464	-	(369)	-	2,095
Lymphodaema clinic	63	-	(63)	-	-
Minibus appeal	4,532	-	(4,532)	-	-
Patient activities	129	-	(129)	-	-
Small equipment	21,321	-	(15,059)	-	6,262
The Lady Evelyn and Sir Joseph Pope Fund	26,903	-	(25,129)	-	1,774
Room with a View	4,650	-	(4,235)	-	415
Reception area refurbishment	10,419	-	(405)	-	10,014
Rainbow	25,000	45,584	(35,115)	-	35,469
PORT	55,664	154,221	(208,661)	-	1,224
Mansfield & Ashfield	-	69,219	-	-	69,219
NHDF	-	17,834	(1,974)	-	15,860
PHE	-	-	-	-	-
	1,036,476	360,848	(424,420)	-	972,904
	2,494,725	3,819,911	(3,704,229)	(54,857)	2,555,550

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

Designated funds

The Fixed asset fund represents unrestricted funds invested in the functional fixed assets of the charity.

Restricted funds

The following funds all represent capital projects from previous years. They consist of the tangible fixed assets acquired and are reduced by the periodic depreciation charge.

- Ambulance, computer equipment & day care unit refurbishment;
- Bathroom refurbishment;
- Department of Health (extension completed in 2011);
- Dignity in care (consisted of the construction of an extension to enhance the day care facilities);
- Hospice complementary therapy;
- Hospice extension;
- Hydraulic bed;
- Kitchen;
- Lymphodaema clinic;
- Minibus appeal;
- Oxygen concentrator;
- Reception area refurbishment;
- Small equipment.

The Garden fund consists of amounts received for expenditure on the garden and is represented by net current assets.

The Horizons of Hope - Phase III fund consists of amounts received for expenditure on the garden. A balance of £78,336 remains at the year end represented by tangible fixed assets.

The Patient activities fund consists of income to fund activities at the hospice and is represented by net current assets.

The Room with a View fund consists of amounts received for expenditure on a room for the patients and is represented by net current assets and tangible assets.

The Rainbow fund consists of income to support young adults with special needs and is represented by net current assets.

The PORT fund consists of income to fund the hospice at home emergency service project and is represented by net current assets.

The PHE fund consists of income to support people who have suffered a loss of a loved one and is represented by net current assets.

22 THE LADY EVELYN AND SIR JOSEPH POPE FUNDS

Nottinghamshire Hospice Limited acknowledges the generous grants given by Lady Evelyn and Sir Joseph Pope.

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

Restricted fund

The restricted fund shows expenditure for the year of £25,129 consists of depreciation with the remaining fund balance of £1,774 represented by tangible assets.

23 NET ASSETS BY FUND

	Unrestricted funds	Restricted funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
Tangible assets	366,468	792,100	1,158,568	1,239,471
Investments	507,922	-	507,922	425,375
Current assets	1,150,836	909,098	2,059,934	1,140,209
Creditors: Amounts falling due within one year	(188,924)	-	(188,924)	(241,227)
Creditors: Amounts falling due after more than one year	(3,548)	-	(3,548)	(8,278)
Net assets	<u>1,832,754</u>	<u>1,701,198</u>	<u>3,533,952</u>	<u>2,555,550</u>

	Unrestricted funds	Restricted funds	Total Funds 2020
	£	£	£
Tangible assets	388,340	851,131	1,239,471
Investments	425,375	-	425,375
Current assets	1,018,436	121,773	1,140,209
Creditors: Amounts falling due within one year	(241,227)	-	(241,227)
Creditors: Amounts falling due after more than one year	(8,278)	-	(8,278)
Net assets	<u>1,582,646</u>	<u>972,904</u>	<u>2,555,550</u>

NOTTINGHAMSHIRE HOSPICE LIMITED
STATEMENT OF FINANCIAL ACTIVITIES BY FUND
YEAR ENDED 31 MARCH 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	Funds	Funds		
	£	£	£	£
Raising funds				
Retail activities				
Opening stock	1,852	-	1,852	2,631
Purchases	730	-	730	3,460
Closing stock	-	-	-	(1,852)
Staff pensions	14,030	-	14,030	16,454
Private health insurance	697	-	697	445
Wages and salaries	416,468	-	416,468	459,044
Staff NIC (Employers)	21,745	-	21,745	25,704
Motor & travel expenses	4,730	-	4,730	8,472
Sundry expenses	11,153	-	11,153	38,927
Light, heat and power	18,834	-	18,834	20,933
Rent	161,484	-	161,484	160,165
Insurance	12,280	-	12,280	15,561
Rates	16,362	-	16,362	9,133
Repairs and maintenance	25,342	-	25,342	14,871
Depreciation	31,040	-	31,040	31,945
Telephone and fax	9,152	-	9,152	8,625
Computer software and maintenance costs	6,657	-	6,657	6,285
Cleaning	793	-	793	-
Advertising	-	-	-	163
Legal and professional fees	-	-	-	578
Bank charges	8,193	-	8,193	8,664
	<u>761,542</u>	<u>-</u>	<u>761,542</u>	<u>830,208</u>

This page does not form part of the statutory financial statements.

NOTTINGHAMSHIRE HOSPICE LIMITED
STATEMENT OF FINANCIAL ACTIVITIES BY FUND
YEAR ENDED 31 MARCH 2021

..... continued

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total £	2020 Total £
Fundraising events				
Opening stock	-	-	-	110
Cost of fundraising events	11,951	-	11,951	42,981
Staff pensions	5,000	-	5,000	4,634
Private health insurance	387	-	387	168
Wages and salaries	166,706	-	166,706	154,999
Staff NIC (Employers)	13,401	-	13,401	12,233
Motor & travel expenses	4	-	4	1,546
Sundry expenses	5,594	-	5,594	5,222
Telephone and fax	829	-	829	-
Computer software and maintenance costs	6,603	-	6,603	-
Legal and professional fees	-	-	-	10,404
Bank charges	574	-	574	-
	<u>211,049</u>	<u>-</u>	<u>211,049</u>	<u>232,297</u>
Lottery				
Lottery prizes	85	-	85	2,200
Sundry expenses	-	-	-	308
Advertising	-	-	-	1,104
Bank charges	-	-	-	863
	<u>85</u>	<u>-</u>	<u>85</u>	<u>4,475</u>
Investment management costs				
Investment management costs	<u>4,445</u>	<u>-</u>	<u>4,445</u>	<u>3,885</u>
Raising funds	<u>977,121</u>	<u>-</u>	<u>977,121</u>	<u>1,070,865</u>

This page does not form part of the statutory financial statements.

NOTTINGHAMSHIRE HOSPICE LIMITED
STATEMENT OF FINANCIAL ACTIVITIES BY FUND
YEAR ENDED 31 MARCH 2021

..... continued

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total £	2020 Total £
Charitable activities				
Provision of hospice services				
Purchases	-	180	180	-
Staff pensions	43,505	17,741	61,246	65,233
Private health insurance	1,863	61	1,924	1,505
Wages and salaries	1,389,478	571,431	1,960,909	1,829,447
Subcontract cost	35,740	5,027	40,767	69,894
Staff NIC (Employers)	90,515	50,343	140,858	119,336
Motor & travel expenses	35,217	19,092	54,309	81,022
Sundry expenses	42,847	5,226	48,073	85,277
Light, heat and power	21,118	-	21,118	24,682
Insurance	14,906	-	14,906	12,207
Rates	5,067	-	5,067	3,824
Repairs and maintenance	16,658	14,566	31,224	38,964
Depreciation	72,742	58,944	131,686	136,428
Staff training	16,162	110	16,272	16,723
Telephone and fax	13,546	473	14,019	10,848
Computer software and maintenance costs	40,897	-	40,897	37,415
Cleaning	16,816	-	16,816	28,878
Advertising	3,024	-	3,024	11,246
Legal and professional fees	28,790	148	28,938	30,494
Bank charges	82	-	82	217
(Profit)/loss on sale of tangible fixed assets held for charity's own use	-	-	-	21,786
	<u>1,888,973</u>	<u>743,342</u>	<u>2,632,315</u>	<u>2,625,426</u>
Charitable activities	<u>1,888,973</u>	<u>743,342</u>	<u>2,632,315</u>	<u>2,625,426</u>

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NOTTINGHAMSHIRE HOSPICE LIMITED
STATEMENT OF FINANCIAL ACTIVITIES BY FUND
YEAR ENDED 31 MARCH 2021

..... continued

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total £	2020 Total £
Other expenditure				
Auditors' remuneration - non audit work	2,350	-	2,350	1,038
The audit of the charity's annual accounts	7,562	-	7,562	6,900
	<u>9,912</u>	<u>-</u>	<u>9,912</u>	<u>7,938</u>
Other expenditure	<u>9,912</u>	<u>-</u>	<u>9,912</u>	<u>7,938</u>
Total expenditure	<u>2,876,006</u>	<u>743,342</u>	<u>3,619,348</u>	<u>3,704,229</u>

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