WAKEFIELD HOSPICE

England & Wales · Charity number 518392

Details

Status	Registered
Legal form	Charitable company
Company number	02038416
Registered	1988-11-25
Register	View on the Charity Commission register

Contact

Address	Wakefield Hospice Aberford Road Wakefield WF1 4TS
Phone	01924331400
Email	info@wakefieldhospice.co.uk
Website	www.wakefieldhospice.org

Activities

Objects: TO PROMOTE THE RELIEF OF SICKNESS AND THE WELFARE OF THE TERMINALLY ILL IN THE AREA OF WAKEFIELD AND DISTRICT IN SUCH WAYS AS THE TRUSTEES SHALL FROM TIME TO TIME THINK FIT

Activities: Provision of the highest level of symptom management and care for people who have advanced active, progressive and life threatening illness., through the provision of a Specialist Palliative Care Team. The Hospice endorses a holistic approach in promoting quality of life for patients as well as providing the continuing support that is offered to families and carers.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** Children/young People, Elderly/old People, Other Defined Groups

Downloaded from opencharities.uk/ew/518392

Geography

- **Area of benefit:** WAKEFIELD AND DISTRICT
- City Of Wakefield

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£7,248,720	£6,024,048	£6,830,869	146
2024-03-31	£5,200,374	£5,540,862	£5,621,253	137
2023-03-31	£4,549,696	£5,066,232	£5,926,538	127
2022-03-31	£4,259,642	£4,395,206	£6,386,422	125
2021-03-31	£5,449,598	£4,338,480	£6,492,768	124

Trustees

Name	Role	Appointed
Alan Thomas Hamilton		2020-07-27
CHRISTOPHER ROBERT BECK		2022-12-12
Claire Kendall		2022-12-12
Dr Barbara Crosse		2024-06-19
Dr Saadia Hayat		2024-11-11
Faris Dean		2024-11-11
Helen Jane Hirst		2019-03-25
JOHN GORDON MILNE		2021-02-01
Jo-Anne Charalambous		2023-12-14
John William Knox		2024-05-23
Perminderjeet Kaur Banwait		2023-04-03
Robert James Otter		2020-07-27
Sarah Angela Fawcett		2025-01-28
Sarah Charlotte Black		2024-08-12

Downloaded from opencharities.uk/ew/518392

WAKEFIELD HOSPICE

England & Wales - Charity number 518392

Accounts

WAKEFIELD HOSPICE
SHARING THE CARE IN THE COMMUNITY

WAKEFIELD HOSPICE

(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2025

Charity Number: 518392
Company Number: 02038416

Wakefield Hospice

Trustees' Report and Financial Statements
For the year ended 31 March 2025

Contents

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisors	1
Chair's Statement	2
Report of the Trustees (incorporating the strategic report)	3 - 14
Independent Auditor's Report	15 - 17
Consolidated Statement of Financial Activities (including income and expenditure account)	18
Consolidated Balance Sheet	19
Charity Balance Sheet	20
Consolidated Statement of Cash Flows	21
Notes to the Financial Statements	22 - 37

Wakefield Hospice

Reference and Administrative Details of the Charity, its Trustees and Advisors
For the year ended 31 March 2025

Name of Company:	Wakefield Hospice
Registered Address:	Aberford Road Wakefield WF1 4TS
Status:	Company Limited by Guarantee and a Registered Charity
Company Registration No:	02038416
Charity Registration No:	518392
Directors and Trustees:	H J Hirst (Chair) M D Ashton (resigned 8 October 2024) N Bains-Williams R J Otter A T Hamilton B C T Browne (resigned 31 January 2025) L E Clayton (resigned 14 March 2025) J G Milne C R Beck A Gait (resigned 11 February 2025) C Kendall B Ralph (resigned 19 September 2024) P K Banwait J-A Charalambous (resigned 7 July 2025) J W Knox (appointed 23 May 2024) Dr B Crosse (appointed 19 June 2024) S C Black (appointed 12 August 2024) Dr S Hayat (appointed 11 November 2024) F Dean (appointed 11 November 2024) S A Fawcett (appointed 28 January 2025)
Company Secretary:	A C Beedle
Senior Executives:	T R Turner - Chief Executive Dr E Lowe - Medical Director H M Knowles - Director of Fundraising and Retail Operations (retired 31 March 2025) J Millard - Director of Clinical Services A C Beedle - Director of Finance Estates and Resources
Independent Auditor:	BHP LLP Chartered Accountants Statutory Auditors Rievaulx House, 1 St Mary's Court, Blossom Street, York, YO24 1AH
Bankers:	Royal Bank of Scotland plc PO Box 4862 5 Church Street Sheffield, S2 9EQ
Investment Managers:	LGT Wealth Management Minerva House, 29 East Parade Leeds, LS1 5PS

Wakefield Hospice

Chair's Statement

For the year ended 31 March 2025

Dear friends, colleagues, supporters, volunteers, patrons and ambassadors,

I am pleased to introduce to you the Trustees' Report and Financial Statements for Wakefield Hospice for the financial year ended 31st March 2025.

This year has felt like one of consolidation as we made a number of improvements in some of our underpinning strategic objectives that support our patients, our colleagues and our infrastructure. We have provided high quality end of life care to over 200 people during the year. The model of care is changing with many people coming to the hospice for respite care or symptom control and then returning home to their loved ones. We have invested in the digital agenda which will in time provide further improvements in quality of care. Our dementia service has grown and is now supporting up to 30 people each week and our bereavement service has supported 57 people.

Raising the funds we require to provide care continues to be hard in the current climate. Our statutory funding, provided through the local health and care system, has grown this year and now covers around one third of what we need: this leaves the remainder for our fundraisers which is a mammoth task. That said, our fundraising community do the most fabulous job from local events and coffee days, raffles, regular givers through sponsorship and the lottery and bigger events like the Horbury Show, celebrity dinners and brunches and the Wakefield 10k. Our retail team through our shops, warehouse, house clearance and eBay have raised just over £1.2 million and this, together with new business initiatives are essential to ensuring Wakefield Hospice can continue to care for your loved ones at their time of need.

Our volunteers are the life blood of our fundraising and service delivery work and we continue to seek more volunteers across all aspects of the Hospice and have a flexible approach that matches those seeking volunteering opportunities, whether they be ad-hoc, short or long term.

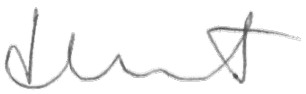
We have been building new partnerships and initiatives with businesses and grant givers and this has helped our other major area of development, Fit for the Future, our expansion and modernisation of our in-patient unit. If we want to be financially sustainable for the coming years we need to provide care in a more modern environment and increase our capacity to meet future needs.

We welcomed five new trustees (John Knox, Barbara Crosse, Saadia Hayat, Faris Dean and Sarah Fawcett) and one returning trustee (Sarah Black) during the year. Trustees give their time voluntarily and I am so pleased to be supported by such a committed and values led trustee team.

I am enormously proud to be the chair of Wakefield Hospice and of the amazing team of staff, trustees, volunteers and supporters who keep the show on the road every day of the year.

Finally, I would like to thank everyone for their continued support over the past year and I look forward to a bright future for Wakefield Hospice and our partners across the broader health and care system.

Kindest regards,



Helen Hirst

Chair of Trustees

Wakefield Hospice

Report of the Trustees (incorporating the strategic report)
For the year ended 31 March 2025

The Trustees present their annual report together with the audited financial statements of Wakefield Hospice for the year ended 31 March 2025. The reference and administrative details set out on page 1 forms part of this report.

Objectives and Activities

Objectives

The primary charitable object of the Charity, as set out in the Articles of Association, is to promote the relief of sickness and the welfare of the terminally ill in the area of Wakefield and district in such ways as the Trustees shall from time to time think fit.

The Mission, Vison, and Values of the Hospice and the strategic delivery of these are reviewed and refreshed on an ongoing basis and continue to articulate the ethos and direction of the organisation as follows:

Mission:

- **Develop the provision of expert, accessible care** for local people & families living with life-limiting conditions;
- Ensure that our care will help to **reduce the impact of health inequalities**;
- **Work in partnership** with the wider community.

Vision:

To help more people living with life-limiting illness, improving patient experience and supporting their loved ones.

Values: We are **Caring**; We are **Professional**; We are **Aspirational**; We are **Inclusive**.

These values underpin all that our charity aspires to and shape our internal and external behaviours. They are used to support recruitment and retention of staff and volunteers, throughout our induction process, and our meetings and supervision approach.

Our intentional focus on matters relating to Equality, Diversity and Inclusion (EDI) has been recognised in the Spring of 2025 by the nomination for a national award for EDI, and the award of Highly Commended by 'Skills for Health' in the 'Health Heroes' awards ceremony.

The focus during this year has been on issues relating to faith and ethnicity, and our work this coming year will cover neurodivergence amongst staff, volunteers and service users.

Strategic Intention:

To **sustain and grow** the Wakefield Hospice contribution to the care and support of our diverse community: to demonstrate a consistently **inclusive approach** to all our service provision, income generation, and support functions: to support the **wellbeing** of our staff and volunteers.

Four Pillars of our Strategy:

- People & Culture: **Invest** in the workforce; **Maximise** the potential of volunteers; **Engage** with children and young people; **Build** the 'one team' culture.
- Sustainability: **Protect** the core service; **Invest** to drive the strategy; **Develop** new income streams; **Promote** a 'greener' hospice.
- Service Provision: **Articulate** the clinical vision; **Extend** our reach and impact; **Increase** the education offering; **Mitigate** palliative and end of life care (PEOLC) inequalities.
- Digital & Data: **Rationalise/integrate** the IT infrastructure; **Continually improve** the processes; **Support** intelligent analysis to leverage relationships; **Access** live data to measure our impact.

Foundations of our delivery: Governance and Leadership; Collaboration and Communication; Inclusion and Equalities.

Activities

The principal activity of the Charity is the Provision of the highest level of symptom management for people who have advanced active, progressive and life-threatening illness, through the provision of Specialist Palliative Care.

The Hospice endorses a holistic approach in promoting quality of life for patients, as well as providing the continuing support that is offered to families and carers.

Fundraising

Wakefield Hospice is registered with the Fundraising Regulator and we, along with all fundraising partner organisations are committed to meeting the standards set out in the Code of Funding Practice: www.fundraisingregulator.org.uk/code.

All fundraising activity on behalf of the Charity was undertaken by its staff or registered volunteers, except for the following:

- The Charity is one of 39 partner hospices who work with Local Hospice Lottery to run a weekly lottery game. Through this partnership we have developed a regular income stream, whilst providing our local community with a way to support Wakefield Hospice and a chance to win prizes in a weekly draw.

Fundraisers are provided with regular training and support to ensure that these standards are continually maintained and there have been no failures to comply with fundraising standards during the year.

The Charity received 1 complaint related to fundraising activity in the year 2024/25, relating to communication.

Fundraising activity and overall strategy is regularly addressed by the Board of Trustees. The Board recognises their responsibilities and are committed to acting appropriately and compassionately when engaging with vulnerable or potentially vulnerable people.

Volunteers and supporters

Our volunteers are an essential part of the hospice supporting and contributing to the smooth running of all areas of the hospice. We are supported throughout the organisation including our dementia day care, from reception through to our warehouse and shops.

We have over 300 volunteers who offer their expertise and time to a variety of roles, with some people giving time each day, some offering regular time and others stepping in when we need them. The world of volunteering has changed and here at Wakefield Hospice we are embracing a flexible approach.

Our volunteers come with different skills sets and diverse backgrounds, some have had long successful careers, others at the start of their working lives completing their Duke of Edinburgh.

Within the hospice our clinical teams are supported in the inpatient unit, dementia day care, wellbeing services and bereavement: all these areas benefit enormously from the support of volunteers. We are also supported in our administrative functions; on reception, and in finance and fundraising.

Our lovely gardens are maintained almost exclusively by a combination of corporate volunteer teams, assisted students, and a whole host of individuals who pride themselves on giving time regularly to keep the gardens looking beautiful for patients and families to enjoy.

Income generation including fundraising, events, retail and business initiative couldn't manage without the massive support of our volunteers; some of these individuals have been giving their time over the course of two or more generations, and some have joined us only recently, perhaps after a personal connection with the hospice.

Our volunteers are the backbone of the hospice, and we make enormous efforts to value and appreciate them, always endeavouring to build a team whose diversity reflects that of our local community, in terms of age, ethnic heritage, ability and background.

Public benefit

We ensure this by actively delivering our strategic intentions over the course of the year, to guard the financial sustainability of the hospice in the context of a challenging economic climate, by developing and extending the vital services we make available to members of the Wakefield Community, by further developing the potential of technology to support clinical service provision, and by developing and supporting the wellbeing of our workforce.

We are proud of our modestly successful service developments and staff enhancements, even when funding arrangements have been stretched, and have every confidence that our future plans will enable us to support even more people through their journey at end of life.

We have continued to extend our dementia services in an area where these are notoriously scarce, we have been able to develop our education function and have been able to work successfully in collaboration with others to achieve even greater impact: we continue to build our small outreach services to a wider and more diverse section of the community.

Our growing retail operation and our extended Communications department have worked together to raise the profile of hospice care, and to reach even more members of the community, with these and our fundraising events bringing in income as well as promoting our services to the wider public.

Achievements and Performance

During the year to March 2025 the hospice has continued to work with the other nine hospices in West Yorkshire, and this influential partnership has been successful in negotiating additional statutory funding this year via ICB colleagues, and in securing a formal commitment to full funding of core and statutory services over the course of the next three to five years.

Alongside this agreement the hospice has been advised to develop the detail of this new commissioning arrangement at local level with place-based colleagues, and to this end has chosen to work in close partnership with our neighbouring hospice (also serving the Wakefield District), The Prince of Wales.

It is clear from the recently released Health Needs Assessment for West Yorkshire, that the health inequalities facing some sectors of our wider community impact even more significantly in Wakefield. We are proud to be tackling these alongside our partners in health and social care; and have placed great emphasis on reaching out more effectively to those who have previously been underserved.

Income generation continues to grow in all areas, with retail and eBay showing further improvement on the previous year, and some months exceeding even the stretch targets which were set with the income and spend gap in mind. Commercial activities remain an area of intense activity this year, with the successful appointment of a 'Commercial Catering Lead' whose primary role is to develop what was previously a very limited contribution to income generation, and to grow a successful external catering business, with a five year plan to cover the costs of our in-house catering operation.

Charitable activities

Inpatient Care Services:

The In-patient Unit (IPU) provides specialist assessment, treatments and interventions from a multi-professional team. People referred to the service are often experiencing complex difficulties, and the multidisciplinary involvement means patients benefit from a coordinated approach by a team of clinical and medical professionals to support them with their physical, emotional and spiritual needs. This individual, holistic model aims to enhance quality of life by assisting them to achieve their preferred place of care and avoiding unnecessary hospital admissions.

During the year ended 31 March 2025, we supported 217 admissions to the IPU, of whom 49% were admitted from hospital with the other 51% coming from the community. Of this, 62 of the patients were discharged, 68% returned to their own home, 16% went to a care home and 12% went to a relative's home. The average length of stay was 15 days.

The hospice's clinical strategy, during the past 12 months has started to move at pace and there have been and number of areas for improvements and growth identified. The hospice's focus has remained on the following four key area:

- Improving our Inpatient environment

  The 'Fit for the Future' project has a steering group who are taking an active lead with regards to improving the clinical environment, and have worked closely with the architect in re-designed the inpatient unit so it will accommodate 16 single bedded rooms. We have also worked closely with our service users and analysed local to ensure that the hospice will be suitable and will be able to accommodate the growing needs of the local population;

- Developing our clinical team

  We continue to develop our clinical team, ensuring they have the right skills to meet the growing needs of our service users. This has been achieved in a number of different ways which include ensuring staff have access to internal and external training.

  Another development opportunity is gained through our training placements provided for medical and nursing students, who have given some very positive feedback:

  "I was treated as part of a team and respected as a student. Having all members of staff from nurses to HCAs ensuring that I get the most out of my learning. Making sure that I felt comfortable enough to ask any questions to things I was unsure about".

  "Every staff member is always willing to go an extra mile to provide the best possible care for the patients. I am very honoured to have been part of such an amazing team and environment. I really learnt a lot of things that I will carry with me throughout my nursing journey and life".

  "What an amazing team they have here. Everyone was supportive and able to answer any questions I had."

We continue to embed a culture of continuous development and learning, which has empowered staff and helped them with their confident to speak up when things do go wrong.

Systems have also developed where staff and service users can give feedback that contributes into our mission of being an organisation of continued improvement and have governance process in place to give service users and staff assurance and evidence of the hospices clinical competencies and compliance.

- The acceleration of digital transformation

  Work has been ongoing with The Health Informatics Services to fully digitise our patient records on our journey to becoming PaperLite. These are the first steps to improve interoperability across the wider health care system. Following on from this will be the implementation of an electronic prescribing and medication administration process. This initiative represents a forward-thinking approach to enhancing medication management and clinical safety, it is a significant project, which will continue to require careful planning and resource.

- Enhancing the care that we are providing through collaborating and working with our partnership working

  We have continued to look at the needs of our population, to help ensure our clinical services are responsive to the population needs of the people of Wakefield.

  The hospice actively promotes equity of access for all and the dementia service and wellbeing team have been instrumental in this, during the past 12 months the hospice have run the following new initiatives that have encouraged engagements from the local community. These have included:
  - The launch of the 'ReUnite' devices—an initiative supported by the Mayor of West Yorkshire Safer Communities Fund. This device helps people with dementia who may become lost or disoriented to reconnect with their loved ones;
  - Volunteer Namaste/Home sitting service for people with dementia, this is for users who are no longer able to attend the hospice. This service has been run by trained hospice volunteers;
  - Engagement with marginalised communities through creative art workshops, this has fostered cohesion and awareness of hospice support. This project was run in collaboration with The Art House in Wakefield City Centre;
  - Delivering culturally significant sessions, promoting well-being and self-expression in a safe space. These workshops have served as a catalyst for engagement among underrepresented patients and their families.

Future planning and innovations:

Looking ahead, we will be expanding the clinical strategic plan to ensure that we have opportunities for further development and growth to ensure Wakefield Hospice remains a lead provider in end of life care.

People and Culture

The newly established people and culture team look after both paid staff members and volunteers and have recorded the following achievements throughout the year:

- Introduced values led appraisal system with an appraisal season;
- Introduced a pay grading system and job evaluation scheme;
- Building new benefits and sharing them in a Benefits booklet;
- Worked toward and achieving Menopause Friendly Accreditation;
- Introduction and development of EDI Group, the group delivered interfaith week with community events, staff gatherings and information. We welcomed different faith providers to our Staff meeting and celebrated our first ever Iftar;
- The MHFA welcomed new first aiders and had their training refreshed, we introduced Complementary Therapy for our staff and volunteers;
- Delivered OMG training including Freedom to Speak Up, Disciplinary, Coaching and Team Building.

We have especially concentrated on the diversity of our volunteers and have worked alongside schools and colleges to support this aim, benefiting from work experience and Duke of Edinburgh volunteering hours, and working with assisted students in retail and in our gardens. We are working alongside Wakefield College Health and Social Care students offering 2-week work placements. We have also worked with the Job Centre and at Community Events and have established links with asylum organisations to support workplace pathways. These and other strategies have enabled us to increase the diversity within our volunteer pool.

Our teams across our services are now supported by over 46,000 hours of time per year.

We have also been working hard on improving our volunteer experience including upgrading and transforming our website, updating our handbook and offering wellbeing support including our Employee Assistance Programme. We also offer wellbeing services including complementary therapy and soundbaths. Additionally, we have extended and improved our traditional Summer and Christmas events for volunteers, and as always had great feedback on their impact.

Fundraising

We are immensely grateful for the support we receive from our community their generosity directly enables our compassionate care for patients and their families. Whether making a first donation or whether a committed supporter, every contribution makes a meaningful difference.

To welcome new supporters and strengthen relationships with our loyal donors, we strive to explore creative and diverse ways to grow sustainable income. This past year, our fundraising team, supported by a dedicated group of volunteers, had an outstanding financial performance, raising a net total of £896k (excluding legacies), exceeding our £780k target.

Highlights from the year included:

- **Wakefield Hospice 10K / Mini Run** - Based on feedback, we introduced a new 5K option to include runners who couldn't tackle the full 10K. This change helped us achieve a record-breaking net contribution of over £133k, the highest in the event's 28-year history;
- **Community Fundraising** has gone from strength to strength, raising over £246k through our committed supporter groups alongside individuals and groups hosting events, climbing mountains, skydiving and taking on challenges. Harnessing their commitment for raising money and reaching out to their networks for support;
- **Pub Walk** - Our second pub walk, held in Horbury raised over £33k;
- **Lottery** - Our hospice lottery provides regular and predictable income contributed over £150k.

We recruited a new member of the team to focus on engagement with businesses across our region. By collaborating with businesses that share our values, we are building stronger partnerships, enhancing our reputation, fostering loyalty, and supporting sustainable growth.

Legacy giving remains critically important, last year, we received an incredible £2.3m in legacies. These gifts accounted for nearly a third of our total income for the year. To further promote this, we joined forces with Hospice UK on a national legacy campaign. This collaborative effort with the Hospice sector has elevated awareness about legacy giving and inspired a notable upturn in our enquiries, which through excellent stewardship will lead to future legacies.

As we move forward, our focus will be on deepening our stewardship of current supporters and expanding our reach across Wakefield by leveraging digital tools and data driven strategies whilst ensuring supporters are celebrated, thanked and informed of the impact their support has directly on care and support to our community.

Retail

WH Retail enjoyed a fruitful year, with exceptional performances across in store and digital channels. Online sales reached a new high, exceeding £400k, driven by robust growth predominately through eBay, and continual enhancements to stock sourcing, listing, packing, and shipping processes.

We are immensely grateful to our local community, whether donating goods or shopping online or instore. Their generosity enables our mission, and none of it would be possible without the dedication of our amazing volunteers, who give their time, skills, and heart to support our retail operations.

Shop sales saw another year of growth, showing a growth of over 15% in the year. A key factor of success was strengthening day-to-day operations alongside boosting engagement among retail staff and volunteers. Extended opening hours at our Wakefield city centre stores also contributed to increased net contributions from our physical retail footprint.

Highlights from the year included:

- **Online** – A total in excess of £400k in online revenue marks our highest-ever online sales performance. This growth has been facilitated by refined processes and strategic platform use (especially on eBay);
- **Operational Excellence** - Enhancing coordination, engagement, and efficiency across stores and teams. Alongside extended store hours resulting in broader shop accessibility increased footfall and revenue.

Looking ahead, we will remain agile and responsive. Monitoring retail trends and consumer behaviour, particularly the rising demand for sustainable shopping and adapt accordingly. Continued improvements in stock flow and logistics will enable us to maximise our efforts. We will assess potential retail locations, balancing cost effectiveness and impact alongside enhancing our ecommerce operation with more dedicated space and resources to further boost digital sales.

Through innovation, operational focus, and strong community support, we are well placed to achieve even greater retail impact next year, delivering on both financial and maximising our locations to drive key messages.

Business Initiatives Development (BID)

We continually seek out, assess, and establish sustainable revenue-generating opportunities. For example, integrating house clearances into our retail team yielded over £37K in its first year and boosted the stock available for resale through our retail chain.

We also conducted in-depth research and developed business cases for several promising income streams. The Board agreed to refreshing and redefining the WH Kitchen concept, leveraging our existing hospice catering team with additional resources to optimise return on investment and support future growth.

At Wakefield Hospice, we are committed to championing creativity and innovation. Guided by our charitable mission that drive both sustainable impact and financial resilience.

Communications

Some of the key highlights during the year included:

- Our social media audience has grown 7.1% during the year with over 1,400 new followers across various platforms;
- Facebook remained our primary social media channel, now reaching over 11,400 followers (up 6%) with over 52,000 engagements on our posts;
- In the press we saw 68 new stories covered over 157 times across a wide range of online and offline platforms including the Wakefield Express, Yorkshire Post, Hospice UK, BBC, ITV and local radio broadcasters, with clinical case studies provided to Hospice UK for national coverage;
- New case studies were developed across clinical, volunteer services and fundraising to give a greater insight into our people and culture. Awareness dates such as Volunteers' Week, Hospice Care Week and Interfaith Week also gave us opportunity to share key messages and new tailored content across various channels;
- Our internal newsletter (The Hospice Insider) remained a popular addition to the staff internal communications set up, with four editions produced across the year and a variety of new content included (including updates from Trustees, shop focuses and staff stories);
- Communications has continued to play an important role in supporting the development of new literature, communications and artwork for departments across the hospice including income generation (identities and full marketing communication plans and literature for the Wakefield 5K, Candles at the Castle, Light up a Life etc.), clinical (promotion of services through new literature and stock control, acquiring new patient and staff stories), People & Culture (wide range of internal documentation and volunteer support) and across the wider teams too;
- We successfully integrated our Marketing & Communications Apprentice into the team who has been a great asset to the team and the wider organisation, going on to be offered a full-time permanent position upon completion of her studies in November 2025.

Looking forward to 2025/26, key objectives will include the finalisation and adoption of our Marketing & Communications Strategy and supportive annual planning document; the development of a Google Ads strategy, offering marketing and communication support for the Fit for the Future project and a full website content audit with proposal for online communications moving forward.

Financial Review

During the year ended 31 March 2025 the Charity's income increased by £2,048,346 (39.4%) to £7,248,720. This was due largely to some significant legacies in the year, a 9.8% uplift in the NHS grant and increases in fundraising and retail income. Our total expenditure in delivering our services for the year increased by £483,186 (8.7%) to £6,024,048, due mainly to increases in salaries during the year.

Charitable activities

	Year Ended 31.3.25	Year Ended 31.3.24
Core NHS grants	£1,360,006	£1,238,574
% of total income	18.8%	23.8%
Additional ICB/CCG funding	£50,000	£105,800
% of total income	0.7%	2.0%
In-patients admitted during the year	217	239
DTU service users (including Dementia Day Care)	225	211
Number of volunteers (clinical services)	62	49
Number of volunteers (hospice back office)	45	32

Fundraising

	Year Ended 31.3.25	Year Ended 31.3.24
Donations and gifts	£504,537	£413,314
% of total income	7.0%	7.9%
Legacies	£2,344,883	£1,002,359
% of total income	32.3%	19.3%
Lottery	£153,139	£94,134
Fundraising and other activities	£811,513	£642,946
% of total income	11.2%	12.4%
Number of volunteers (including event volunteers)	72	67

Retail

	Year Ended 31.3.25	Year Ended 31.3.24
Shop sales	£779,336	£760,531
Online sales	£405,640	£296,340
Other retail income	£37,694	-
Total retail income	£1,222,670	£1,056,871
% of total income	16.9%	20.3%
Number of retail outlets	8	8
Number of volunteers	207	154

Wakefield Hospice Trading Limited

The trading company deals with the sale of bought in goods and all profits are donated to Wakefield Hospice. A deed of Covenant was executed on 28th March 2019 whereby Wakefield Hospice Trading Limited agrees and covenants its distributable profits to the Charity each year.

	Year Ended 31.3.25	Year Ended 31.3.24
Turnover	£30,909	£32,802
Operating Profit	£7,997	£4,728
Gift Aid distribution to Wakefield Hospice	£7,997	£4,728

Reserves policy

The Trustees reviewed the reserves policy during the year to ensure it both represents the Charity's requirements and meets with the Charity Commission's recommendations.

At the balance sheet date there were consolidated unrestricted reserves of £6,627,189 and £203,680 of restricted reserves for use in various projects in support of the continuation of the Charity's objectives.

During the year the Trustees looked in detail at their ten year strategic plan with particular reference to:

- its forecasts for levels of income for the current and future years;
- its forecasts for expenditure for the current and future years on the basis of planned activity;
- its analysis of any future needs, opportunities, commitments or risks, where future income alone is likely to fall short of the amount of the anticipated costs.

The Trustees also looked at the level of reserves the charity should maintain considering, using the best evidence available, the likelihood of a shortfall arising which means that reserves would be necessary and the strategy for an orderly closure in the event of an unplanned shutdown.

The Trustees have used this exercise to agree on a free reserves level of £2.28m - £3.29m (currently £3,011,580) to be maintained over the next ten years. The level of reserves and the progress towards the achievement of the strategic plan are reviewed on a regular basis as part of the management information presented at Trustees' meetings.

	Year Ended 31.3.25	Year Ended 31.3.24
Restricted funds	£	£
Fit For The Future project	155,503	-
Made in Wakefield – culture project	9,586	-
999 reUnite project	-	5,884
Child Bereavement	-	22,049
Dementia Namaste	-	14,558
Syringe drivers	2,823	2,559
Scissett WMC – ward equipment	4,719	5,219
Thomas Deane Trust – Photography	4,423	2,223
Ward laptops / equipment	-	6,520
Other projects	26,626	30,004
	203,680	89,016
Unrestricted funds		
Designated funds - Capital fund	2,719,280	2,735,203
General funds - Investments	896,329	899,922
General funds - Free reserves	3,011,580	1,897,112
Total unrestricted funds	6,627,189	5,532,237
Total funds	6,830,869	5,621,253

The general reserves are required by the Charity to meet its charitable objectives; to provide working capital to support completion of its long-term development objectives; to deliver its current activities and, to allow the Trustees to meet their responsibilities and ensure the Charity continues as a going concern.

Going concern

Preparation of the accounts is on a going concern basis. The trustees have again considered the impact of the ongoing cost of living crisis and the current economic and political climate and the potential impact on the charity's activities, beneficiaries, workforce and supply chain, as well as the wider economy. Whilst it is not considered practical to accurately assess the full impact this may have on the charity, the trustees are confident that they have in place plans to deal with any financial losses that may arise. The trustees do however recognise that uncertainty exists surrounding the duration and impact of the current economic pressures and hence there is inherent risk regarding the success and sustainability of these plans. The trustees also recognise that an increased level of statutory funding is critical to the long-term sustainability of the Charity and are confident that the statutory requirements of the Health and Care Act 2022 concerning the NHS provision for palliative care along with the stated aims of the NHS West Yorkshire ICB Chief Executive and the ongoing work between the West Yorkshire Hospices and the ICB to find a long-term sustainable funding model will provide the Charity with a pathway for an adequate level of funding. The Charity also have other certain mitigations in place and the trustees have concluded that the Charity remains a going concern whilst such viable options are available to it. The charity has no overdraft facility or other external loans, the Charity's forecasts and projections show that the Charity is able to operate without the need for external financing for at least 12 months from the date of approval of these financial statements. After making enquiries the Trustees have a confident expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future and for a period of at least 12 months from the date of approval of the financial statements. The Charity therefore continues to adopt the going concern basis of preparation for the accounts.

Principal risks

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. A risk register is maintained and formally reviewed by Trustees annually and more frequently on an informal basis by the Senior Management Team.

The Trustees consider the principal risks to be:
- Financial sustainability - primarily concerned with a widening in the gap between income and expenditure which could lead to service cuts, and staff redundancies;
- The hospice's ability to deliver a clinical strategy which is 'fit for the future' i.e. the ability to cope with increasing demand and to meet the changing needs and preferences of patients and families;
- Workforce pressures of various kinds, including recruitment and retention challenges, and appropriate succession planning to meet future needs.

We are looking at ways to address the above risks by:
- A robust financial modelling process supporting the newly formed commercial activities sub-committee whose work plan includes investigating the raising of income via commercial enterprise;
- Rigorous budget management and assertive West Yorkshire-wide negotiation with the (ICB) commissioners further reduces the risk of financial instability and supports the 'going concern' status;
- Robust clinical audit, consistent monitoring of staff competency, and diligent attention to the detail of national policy and guidance supported the hospice to emerge with service quality uncompromised;
- Carrying out a full review of the current in-patient unit provision and facilities leading to a proposed redevelopment plan to be implemented over the next 12-18 months.

Plans for future periods

The Trustees' annual strategy day in October 24 was an opportunity for Trustees to review and revise the strategic plans of the hospice, and to consider new or redirected efforts to deliver our mission.

Trustees noted the ongoing risks associated with the delivery of our strategic intentions, namely in the areas of financial sustainability, the extent to which the facilities were fit for the effective delivery of our recently agreed clinical strategy, and our ability to develop commercial enterprise initiatives that would contribute in a meaningful and material way to the hospice financial viability.

In terms of our financial position, a number of factors have contributed to our growing confidence in the future viability and sustainability of the hospice: the commitment of the WY ICB to a longer term sustainable funding model, a significantly above budget legacy income, and a well-managed efficiency programme. These factors combined to leave the hospice in a much more positive end of year position and therefore an improved position in relation to free reserves, and with an agreement to construct the longer term plan in the financial tear 25/26.

In support of the expressed intention to upgrade, redesign and refurbish the clinical area to ensure that the newly constructed clinical strategy can be delivered, significant progress has been made.

An option appraisal was undertaken to determine the most advantageous way to redesign the physical environment for the provision of in-patient care, and it was agreed to reconstruct the unit on the current footprint. This would be economically more viable, cause less disruption, and would mean that services could be maintained albeit at a reduced level for the duration of the works.

We have the detailed designs in place, and agreement to begin construction in April 2026, with specifications informing the tender process during the Autumn months. Fundraising for the project has been meticulously planned to avoid any detrimental impact on the required day to day income generation activities supporting the hospice. Almost £600k has been secured at the time of writing, against an anticipated total of approximately £1.6m, and a pipeline of almost a further £1m is detailed for the coming months, with further work being done on a week to week basis.

The intention is to redesign and extend the inpatient unit to ensure the provision of sixteen single side rooms, upgraded to improved specification and modern expectations, in support of privacy, dignity and comfort. The current eight single side rooms will also be extensively upgraded and furnished to the same specification as that which has been laid down by the interior designer for the new rooms.

Benefits of the proposed development will include improved patient and family experience, increased statutory funding on the basis of allocation formulae which are developed using activity data, increased charitable funding on the basis of greater numbers cared for leading to greater numbers of supporters/donors, and also (until such time as the demographic changes bring greater numbers of Specialist Palliative Care patients) the opportunity to contract some rooms separately.

Negotiations are also in place to develop increased income from these beds, on the basis of potential arrangements with our local hospital trust (MYNHST), and with the LA for Continuing Health Care funding.

Further plans to develop the estate include the release of the facilities preciously used in support of the deceased, and this compliments and supports a Phase 3 improvement project to design and construct appropriate space for the growing Commercial Catering operation.

In further support of our financial position, and in addition to our plans to increase income of every kind, all efforts are being made to address any inefficiencies in terms of our operations, and to further extend this year's 'green' initiatives to reduce energy consumption. Good progress has been made in these efforts, with solar panels, LED lighting, and new and more efficient boilers.

It is anticipated that the extensive piece of work being undertaken to upgrade and improve our use of technology will pay dividends, with developments including improved use of 'SystmOne', our new 'HealthBox' HR system, and a new 'Donorfy'CRM for fundraising purposes. Resources have been dedicated to this work with a clear understanding that it will make services safer, and will result in efficiencies in provision and improvements in quality.

Structure, Governance and Management

Constitution

The Charity is registered as a charitable company limited by guarantee and is governed by its memorandum and articles as amended by special resolution, registered at Companies House on 9 January 2024, registered charity number 518392.

Method of appointment or election of trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. The Trustees who are listed on page 1 are also the directors of the company and are known as the Board of Trustees. Trustees are appointed for an initial term of one year and may serve for two further full terms of three years each, a maximum of seven years. At the end of their initial term or first three-year term trustees may seek re-election.

Trustees who complete their term of office, and for whom exceptional circumstances apply, may be asked by the Chair to extend their term for a period of one year and, subject to review, for a further period of one year if the Chair requests it.
If there are exceptional circumstances relating to the imminent retirement of the Chair, then a request to extend their term may be made by the Vice Chair with the backing of the Board. The Chair may be asked to extend their term for a period of one year and, subject to review, for a further period of one year if requested.

When a vacancy arises on the Board of Trustees, or when additional specific knowledge is required to supplement the expertise on the Board, information is distributed throughout the relevant local business/healthcare community and the post may be advertised in the local press and on the website. Candidates will then follow a formal recruitment process against criteria agreed by Trustees to ensure appropriate skills, abilities and diversity of the Trustee Board. If a suitable candidate is chosen, that person will attend at least one Board meeting and one relevant sub-committee meeting in order to establish that there is mutual interest and suitability prior to them being offered election to the Board.

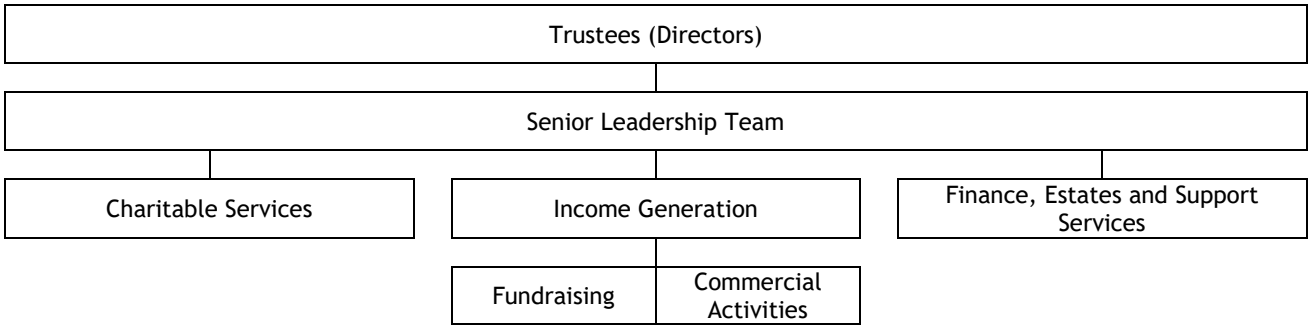
All Trustees are required to sign a Declaration of Eligibility for appointment and a Declaration of Interests. They are also required to follow a Hospice Code of Conduct for Trustees.

Policies adopted for the induction and training of trustees

The Charity has established a wide programme of support and training for Trustees and particularly new Trustee appointments including an induction pack providing guidance for Board members and attending induction meetings at the Hospice with relevant staff in order to gain an understanding of the activities of the Charity and guidance on the role and responsibilities of a Trustee. The Trustees are invited to attend an annual Charity Update Conference, they are also invited to training days at the Hospice and regular visits to the Hospice and the Charity's retail stores.

Organisational structure and decision making

The Charity operates from its Hospice based in Wakefield with a dedicated team of retail operatives throughout the Wakefield District. The high-level organisation is illustrated below:



The Board of Trustees are the ultimate decision makers for the Charity with day-to-day management delegated to the CEO and Senior Leadership Team. The Finance, Estates and Resources (FER) Committee (a formal committee of the Trustee Board) has delegated authority for the financial control, health and safety and staff and volunteers of the Charity.

The Board of Trustees meets on a quarterly basis. All meetings are minuted. In addition, the committee meetings are also held quarterly, prior to each of the main Board meetings.

Trustees are members of one or more subcommittees depending upon their interest and expertise, the Chair of Trustees may attend any committee meeting. Additionally, all Trustees are welcome at any subcommittee meeting.

The committee members during the year were:

- Clinical Governance and Quality: J G Milne (chair), A T Hamilton, B C T Browne, L E Clayton, B Ralph, P K Banwait, J-A Charalambous, B Crosse and S Hayat;
- Finance, Estates and Resources: R J Otter (chair), N Bains-Williams, S C Black, A T Hamilton, B C T Browne, J W Knox and F Dean;
- Income Generation - Fundraising: C R Beck (chair), S C Black, A T Hamilton and A Gait;
- Income Generation – Commercial Activities: C R Beck (chair), M D Ashton, C Kendall, B Ralph, P K Banwait, and S A Fawcett.

Remuneration policy

Pay and benefits, including key management personnel remuneration, are set to recognise the value of the role and the level of responsibility. Pay and benefits are compared to benchmarks for similar roles in the charity sector and the level set based on the experience and skills required for the roles. The board has undertaken to maintain a total value proposition which enables the Charity to recruit and retain staff in a competitive healthcare market. This resulted in annual pay increases of between 4% and 9.8% at 1st April 2024 (2023: 5%).

Investment policy and performance

The Investment Policy has been reviewed in conjunction with the Reserves Policy and financial forecasting. The investment objective is to generate a positive return on the reserves net of all charges over the long term. The Trustees adopt an ethical investment policy and they are committed to ensure investments are actively managed by our Investment Managers to hold the companies they invest in on our behalf to account on a range of environmental, social and governance issues. The Trustees, in adopting an ethical investment policy, appreciate the underlying principle that their power of investment has to be used to further the purposes of the Charity and that those purposes will normally be best served by seeking the maximum return consistent with commercial prudence. The Trustees believe that their ethical policy can be consistent with this principle of seeking the best returns.

The Charity's investment managers to LGT Wealth, who manage the amount of reserves that are invested in a small portfolio, look to achieve the Charity's headline objective of growth via a portfolio structure that aims for both income generation and long term capital growth. The overall performance of the investments during the year showed a decrease of 0.8% (2024: increase of 4.1%), which reflects the general market conditions over the period.

Trustees' responsibility statement

The Trustees (who are also directors of Wakefield Hospice for the purposes of company law) are responsible for preparing the Trustees' Annual Report including the Group Strategic Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group and the charitable company will continue in operation.

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

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

Disclosure of information to auditors

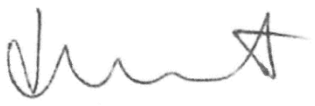
In so far as Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditors

BHP LLP, who were appointed as auditors subsequent to the year end, have indicated their willingness to continue in office and have been reappointed as auditors of the Charity.

This report of the Trustees, incorporating the Strategic Report and the Directors' Report, was approved by the Board of Trustees on 10 November 2025 and signed on its behalf by:



Mrs H J Hirst - Chair of Trustees

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE

Opinion

We have audited the financial statements of Wakefield Hospice (the "parent charitable company") and its subsidiary (the "group") for the year ended 31 March 2025 which comprise the Consolidated Statement of Financial Activities, the Group and Charity Balance Sheets, the Consolidated Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 March 2025, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

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

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

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the strategic report or the directors' report included within the trustees' report.

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

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

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE (continued)

Responsibilities of the Trustees

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

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

Auditor responsibilities for the audit of the financial statements

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the parent charitable company through discussions with directors and other management, and from our commercial knowledge and experiences of the charity's sector;
- we focussed on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the Charities Act 2011, Companies Act 2006, taxation legislation and data protection, employment, health and safety legislation (including CQC documentation) and requirements of the Gambling Commission;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence throughout;
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by;

- Making enquiries of management and trustees as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud.
- Considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risks of fraud through management bias and override controls we:

- Performed analytical procedures to identify any unusual or unexpected variances.
- Tested journal entries to identify unusual transactions.
- Assessed whether judgments and assumptions made in determining the accounting estimates set out in note 1e were indicative of potential bias.
- Investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- Agreeing financial statement disclosures to underlying supporting documentation.
- Reading the minutes of meetings of those charged with governance.
- Enquiring of management as to actual and potential litigation and claims

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE (continued)

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

A further description of our responsibilities is available on the Financial Reporting Council's website at: https://www.frc.org.uk/library/standards-codes-policy/audit-assurance-and-ethics/auditors-responsibilities-for-the-audit. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

BHP LLP
Signer ID: 0ZMK8ESGOC...

Laura Masheder (Senior statutory auditor)
For and on behalf of

BHP LLP
Chartered Accountants
Statutory Auditors
Rievaulx House,
1 St Mary's Court,
Blossom Street,
York, YO24 1AH

14/11/2025 GMT
Date.....

Wakefield Hospice

Consolidated Statement of Financial Activities
(including income and expenditure account)
For the year ended 31 March 2025

	Notes	2025 Unrestricted Funds	2025 Restricted Funds	2025 Total Funds	2024 Total Funds
Income:		£	£	£	£
Income from donations and legacies	4	**2,932,316**	**323,532**	**3,255,848**	1,661,085
Income from charitable activities	5	**1,640,385**	**-**	**1,640,385**	1,555,996
Income from other trading activities	6	**2,247,562**	**-**	**2,247,562**	1,888,567
Investment income	7	**104,925**	**-**	**104,925**	94,726
Total Income		**6,925,188**	**323,532**	**7,248,720**	5,200,374
Expenditure:					
Expenditure on raising funds	8	**2,332,352**	**8,263**	**2,340,615**	2,127,681
Expenditure on charitable activities	9	**3,606,780**	**76,653**	**3,683,433**	3,413,181
Total expenditure		**5,939,132**	**84,916**	**6,024,048**	5,540,862
Net (losses) / gains on investments	15, 16	**(11,625)**	**-**	**(11,625)**	32,957
(Losses) / gains on sale of fixed assets		**(3,431)**	**-**	**(3,431)**	2,246
Net income / (expenditure)		**971,000**	**238,616**	**1,209,616**	**(305,285)**
Transfers between funds	21	**123,952**	**(123,952)**	**-**	-
Net movement in funds		**1,094,952**	**114,664**	**1,209,616**	(305,285)
Reconciliation of funds:					
Total funds brought forward		**5,532,237**	**89,016**	**5,621,253**	5,926,538
Total funds carried forward	21,22	**6,627,189**	**203,680**	**6,830,869**	5,621,253

All income and expenditure relate to continuing activities. The consolidated statement of financial activities complies with the requirements for an income and expenditure account under the Companies Act 2006 and includes all gains and losses recognised in the year.

The notes on pages 22 to 36 form part of these financial statements.

Wakefield Hospice

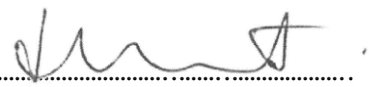
Consolidated Balance Sheet at 31 March 2025

	Notes	2025	2025	2024	2024
		£	£	£	£
Fixed assets:					
Tangible fixed assets	14		**2,719,280**		2,735,203
Investment properties	15		**437,500**		437,500
Investments	16		**458,829**		462,422
			3,615,609		3,635,125
Current assets:					
Stocks	17	**7,060**		8,775	
Debtors	18	**2,567,346**		1,136,469	
Cash at bank and in hand		**1,072,006**		1,297,234	
		3,646,412		2,442,478	
Liabilities:					
Creditors falling due within one year	19	**(431,152)**		(456,350)	
Net current assets			**3,215,260**		1,986,128
Total net assets			**6,830,869**		5,621,253
The funds of the charity:					
Restricted income funds	21, 22		**203,680**		89,016
Unrestricted funds	21, 22		**6,627,189**		5,532,237
Total charity funds	21, 22		**6,830,869**		5,621,253

The Trustees acknowledge their responsibilties for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Trustees on 10 November 2025 and signed on their behalf by :



Mrs H J Hirst - Chair of Trustees

Company registration No: 02038416

The notes on pages 22 to 37 form part of these financial statements.

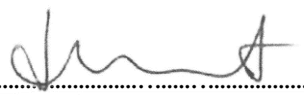
Wakefield Hospice

Charity Balance Sheet at 31 March 2025

	Notes	2025	2025	2024	2024
		£	£	£	£
Fixed assets:					
Tangible fixed assets	14		**2,719,280**		2,735,203
Investment properties	15		**437,500**		437,500
Investments	16		**458,831**		462,424
			3,615,611		3,635,127
Current assets:					
Debtors	18	**2,574,941**		1,141,028	
Cash at bank and in hand		**1,061,948**		1,288,143	
		3,636,889		2,429,171	
Liabilities:					
Creditors falling due within one year	19	**(430,046)**		(451,460)	
Net current assets			**3,206,843**		1,977,711
Total net assets			**6,822,454**		5,612,838
The funds of the charity:					
Restricted income funds	21, 22		**203,680**		89,016
Unrestricted funds	21, 22		**6,618,774**		5,523,822
Total charity funds	21, 22		**6,822,454**		5,612,838

The charity has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own statement of financial activities in the financial statements. The surplus of the charity is £1,201,619 (2024: deficit of £310,014).

Approved by the Trustees on 10 November 2025 and signed on their behalf by :



Mrs H J Hirst - Chair of Trustees

Company registration No: 02038416

The notes on pages 22 to 37 form part of these financial statements.

Wakefield Hospice

Consolidated Statement of Cash Flows

For the year ended 31 March 2025

	Notes	2025 £	2025 £	2024 £	2024 £
Cash flows from operating activities:					
Net cash used in operating activities	**a**		**(159,754)**		(374,073)
Cash flows from investing activities:					
Dividends, interest and rents from investments		**104,925**		94,726	
Proceeds from the sale of property, plant and equipment		**-**		12,260	
Purchase of property, plant and equipment		**(162,367)**		(126,246)	
Proceeds from sale of investment properties		**-**		-	
Proceeds from sale of investments		**3,700**		447,534	
Purchase of investments		**(12,806)**		(450,418)	
Net cash used in investing activities			**(66,548)**		(22,144)
Change in cash and cash equivalents in the year			**(226,302)**		(396,217)
Cash and cash equivalents at the beginning of the year			**1,300,323**		1,696,540
Cash and cash equivalents at the end of the year	**b**		**1,074,021**		1,300,323

Notes to the statement of cash flows

a Reconciliation of net expenditure to net cash flow from operating activities

	2025 £	2024 £
Net income / (expenditure) for the year	**1,209,616**	(305,285)
Depreciation charges	**174,859**	163,264
Net loss / (gain) on investments	**11,625**	(32,957)
Dividends, interest and rents from investments	**(104,925)**	(94,726)
Loss / (profit) on the disposal of fixed assets	**3,431**	(2,246)
Increase in stocks	**1,715**	5,411
(Increase) / decrease in debtors	**(1,430,877)**	10,929
Decrease in creditors	**(25,198)**	(118,463)
Net cash used in operating activities	**(159,754)**	(374,073)

b Analysis of cash and cash equivalents

	2025 £	2024 £
Cash at bank and in hand	**1,072,006**	1,297,234
Cash held as part of the investment portfolio	**2,015**	3,089
Total cash and cash equivalents	**1,074,021**	1,300,323

The notes on pages 22 to 37 form part of these financial statements.

1 Charitable status

The Company is a private company limited by guarantee registered in England and Wales and a registered Charity, number 518392. In the event of the Charity being wound up, the liability of each member is limited to £1. At 31 March 2025 there were 15 members. The address of the registered office is given in the Trustees and advisors section on page one of these financial statements. The financial statements are presented in Sterling (£), which is the functional currency of the Charity, and are rounded to the nearest £.

2 Accounting policies

a) Basis of preparation

The financial statements have been prepared under the historical cost convention, modified for the valuation of investments, which are shown at market value. The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.
Wakefield Hospice meets the definition of a public benefit entity under FRS 102.

b) Preparation of the accounts on a going concern basis

Preparation of the accounts is on a going concern basis. The trustees have again considered the impact of the ongoing cost of living crisis and the current economic and political climate and the potential impact on the charity's activities, beneficiaries, workforce and supply chain, as well as the wider economy. Whilst it is not considered practical to accurately assess the full impact this may have on the charity, the trustees are confident that they have in place plans to deal with any financial losses that may arise. The trustees do however recognise that uncertainty exists surrounding the duration and impact of the current economic pressures and hence there is inherent risk regarding the success and sustainability of these plans. The trustees also recognise that an increased level of statutory funding is critical to the long-term sustainability of the Charity and are confident that the statutory requirements of the Health and Care Act 2022 concerning the NHS provision for palliative care along with the stated aims of the NHS West Yorkshire ICB Chief Executive and the ongoing work between the West Yorkshire Hospices and the ICB to find a long-term sustainable funding model will provide the Charity with a pathway for an adequate level of funding. The Charity also have other certain mitigations in place and the trustees have concluded that the Charity remains a going concern whilst such viable options are available to it. The charity has no overdraft facility or other external loans, the Charity's forecasts and projections show that the Charity is able to operate without the need for external financing for at least 12 months from the date of approval of these financial statements. After making enquiries the Trustees have a confident expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future and for a period of at least 12 months from the date of approval of the financial statements. The Charity therefore continues to adopt the going concern basis of preparation for the accounts.

c) Income

Income, including government grant income, is recognised when the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured readily.
Income from contracts is recognised as services are provided and the Charity becomes legally entitled to the income.
Income from interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Group; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.
For legacies, entitlement is taken as the earlier of the date on which either: the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Charity has been notified of the executor's intention to make a distribution.
Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2 Accounting policies (continued)

c) Income (continued)

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects.

Gifts donated for resale are included as income when they are sold. Where the donated good is a fixed asset, it is measured at fair value, unless it is is impractical to measure this reliably, in which case the cost of the item to the donor is used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the Charity's accounting policies.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

d) Operating Leases

Payments under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the life of the lease.

e) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

- Expenditure on raising funds comprise the costs of management of the investment portfolio and the running costs associated with properties not currently occupied by the Charity;
- Expenditure on charitable activities includes the costs associated with activities undertaken to further the purposes of the Charity and their associated support costs;
- Other expenditure represents those items not falling into any other heading.

f) Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include head office costs, finance, administration and governance costs which support the charities activities. These costs have been allocated to the services within expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 10.

g) Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

h) Basis of consolidation

Wakefield Hospice Trading Limited.

The company has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its Statement of Financial Activities, including income and expenditure accounts.

The net income for the year dealt with in the accounts of the charity was £1,209,616 (2024: net expenditure of £305,285).

i) Tangible fixed assets

The Charity capitalises all capital items costing £1,000 or more and are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition are included in the measurement of cost. At each reporting date the Group and Charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

2 Accounting policies (continued)

i) Tangible fixed assets (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

(i) Fixtures, fittings and equipment

Fixtures, fittings and equipment are depreciated at 20% per annum, on a straight-line basis using the cost less any estimated residual values.

(ii) *Motor vehicles*

Motor vehicles are depreciated at 25% per annum, on a straight-line basis.

(iii) Freehold property

Freehold buildings are depreciated at 2% per annum on a straight-line basis using the cost.

(iv) Leasehold improvements

Leasehold improvements are depreciated over the term of the lease.

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Consolidated Statement of Financial Activities.

j) Financial instruments

All of the charitable company's financial assets and financial liabilities are of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value, after any discounts. Non-basic financial instruments relate to investments, which are recognised at market value. Realised and unrealised gains and losses are released to the Statement of Financial Activities as they arise.

k) Investment properties

Investment properties are stated at a discounted fair value, as determined by the Trustees, with changes in discounted fair value being recognised in the Statement of Financial Activities. The properties are discounted by 5% where the properties were subject to a conventional Assured Shorthold Tenancy agreement and 30% for properties subject to Regulated Tenancy agreement.

l) Investments

Investments in subsidiaries are stated at cost. Other investments are stated at fair value with changes in fair value being recognised in the Statement of Financial Activities.

m) Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

The value of donated goods are recognised at the point they are sold.

n) Debtors

Trade and other debtors are recognised at the settlement amount due, after any trade discount offered. Prepayments are valued at the amount prepaid, net of any trade discounts due.

o) Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition, or opening of the deposit, or similar account.

p) Liabilities and provisions

Liabilities and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Liabilities and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Accounting policies (continued)

q) Employee Benefits

Short-Term Employee Benefits

Short-term employee benefits are those due to be settled within twelve months of the period end and include salaries and wages, paid annual leave, paid sick leave, and non-monetary benefits such as a healthcare cashplan. The cost of short-term employee benefits is recognised as an expense in the period in which the service is rendered by the employee. A liability is recognised for the amount expected to be paid where the charity has an obligation to pay as a result of past service provided by employees and the amount can be measured reliably.

Post-Employment Benefits

The Charity operates a Group Personal Pension Plan. Contributions paid into this arrangement are charged to the Statement of Financial Activities (SoFA) in the year to which they relate. The Charity has also been granted a direction status, which allows the charitable company's employers to remain in and contribute to the NHS pension scheme, an unfunded final salary scheme. The scheme is a multi-employer pension scheme, with contributions made by both the employer and employee. The charitable company is unable to identify its share of the underlying assets and liabilities of the scheme; the scheme is therefore accounted for as a defined contribution scheme in accordance with FRS 102. Employer contributions are recognised in the SoFA in the period to which they relate. Where applicable, a liability is recognised for contributions arising from an agreement with the multi-employer plan that determines how the charity will fund a deficit. Contributions are discounted when they are not expected to be settled wholly within 12 months of the period end.

Termination Benefits

Termination benefits are recognised as an expense when the charity is demonstrably committed to either terminating the employment of an employee or group of employees before the normal retirement date, or providing termination benefits as a result of an offer made to encourage voluntary redundancy. Termination benefits are measured at the best estimate of the expenditure required to settle the obligation at the period end.

Employee Entitlements

Liabilities for unpaid wages and salaries, including non-monetary benefits, holiday pay, and other employee entitlements are recognised in respect of employees' services up to the period end and are measured at the amounts expected to be paid when the liabilities are settled.

r) Fund accounting

Unrestricted : these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated : these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

Restricted : these are funds that can only be used for particular restricted purposes imposed by the donor or funder within the objects of the Charity.

3 Critical accounting estimates and areas of judgement

Preparation of the financial statements requires the Trustees to make significant judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. These estimates and assumptions are based on historical experience and other factors that are considered to be relevant. The items in the financial statements where these judgements, estimates and assumptions have been made include:

Useful economic lives of fixed assets

In assessing the carrying value of assets, the Trustees have used their judgement in estimating the useful economic lives (UELs) of assets. UELs have been reviewed, with no changes being made in the year.

3 Critical accounting estimates and areas of judgement (continued)

Valuation of investment properties

The investment properties were valued by Trustees as at 31 March 2025, based on a valuation provided as at 31 March 2024 by Simon Kendall MNAEA of Richard Kendall Estate Agent, based on vacant possession values. The valuations were discounted by 30% where the properties were subject to a Regulated Tenancy agreement. One property was unlet at the time of the valuation (2024: none). There have been no changes in type of tenancy since the date of valuation. The Trustees regard these values as fair valuations of the properties at 31 March 2025.

Bad debt provision

The Group and the charitable company makes an estimate of the recoverable value of trade and other debtors. When assessing impairment of trade and other debtors, management considers factors including the current credit rating of the debtor, the ageing profile of debtors and historical experience. See note 18 for the net carrying amount of the debtors and associated impairment provision.

Legacy accrued income

Accrued income in respect of legacies are recognised at the balance sheet date at the Trustees' best estimate of the likely amount to be received where probate has been granted and a reliable estimate can be made.

Provisions

Provisions are recognised at the balance sheet date at the Trustees' best estimate of the expenditure required to settle the present obligation. The carrying amounts of provisions are reviewed annually and adjusted in light of any new information. No provisions were held at the year end.

Contingent liabilities

In assessing whether there are any contingent liabilities present the Trustees' have used their best estimate to ascertain possible but uncertain obligations and present obligations that are not recognised because they are not more likely than not to occur and / or the amount of the obligation cannot be estimated readily.

4 Donations and legacies

	2025 Unrestricted Funds £	**2025 Restricted Funds £**	**2025 Total Funds £**	2024 Total Funds £
Donations and gifts	**394,777**	**109,760**	**504,537**	413,314
Gift Aid	**73,038**	**14,315**	**87,353**	84,314
Legacies	**2,344,883**	**-**	**2,344,883**	1,002,359
Other Grants	**119,618**	**199,457**	**319,075**	161,098
	2,932,316	**323,532**	**3,255,848**	1,661,085

Income from donations and legacies was £3,255,848 (2024: £1,661,085) of which £2,932,316 was unrestricted (2024: £1,576,822) and £323,532 was restricted (2024: £84,263).

5 Analysis of income from charitable activities

	2025 Unrestricted Funds £	2025 Restricted Funds £	2025 Total Funds £	2024 Total Funds £
NHS grant for specialist care	**1,410,006**	**-**	**1,410,006**	1,344,374
Education	**92,971**	**-**	**92,971**	90,704
Other grants and claims	**-**	**-**	**-**	18,130
Sundries & expenditure recharges	**137,408**	**-**	**137,408**	102,788
	1,640,385	**-**	**1,640,385**	1,555,996

Income from charitable activities was £1,640,385 (2024: £1,555,996) of which £1,640,385 was unrestricted (2024: £1,555,996) and £nil was restricted (2024: £nil).

6 Analysis of income from other trading activities

	2025 Unrestricted Funds £	2025 Restricted Funds £	2025 Total Funds £	2024 Total Funds £
Fundraising and other activities	**811,513**	**-**	**811,513**	642,946
Retail income	**1,222,670**	**-**	**1,222,670**	1,056,871
Lottery	**153,139**	**-**	**153,139**	94,134
General income	**29,331**	**-**	**29,331**	61,814
Trade from Wakefield Hospice Trading Limited	**30,909**	**-**	**30,909**	32,802
	2,247,562	**-**	**2,247,562**	1,888,567

Income from other trading activities was £2,247,562 (2024: £1,888,567) of which £2,247,562 was unrestricted (2024: £1,888,567) and £nil was restricted (2024: £nil).

7 Investment income

	2025 Unrestricted Funds £	2025 Restricted Funds £	2025 Total Funds £	2024 Total Funds £
Income from investment properties	**24,608**	**-**	**24,608**	20,470
Income from listed investments	**33,535**	**-**	**33,535**	11,524
Interest receivable	**46,782**	**-**	**46,782**	62,732
	104,925	**-**	**104,925**	94,726

Investment income was £104,925 (2024: £94,726) of which £104,925 was unrestricted (2024: £94,726) and £nil was restricted (2024: £nil).

8 Analysis of expenditure on raising funds

	Activities undertaken directly £	Support Costs (see note 10) £	2025 Total £	2024 Total £
Fundraising				
Wages and salaries	**380,854**	**165,740**	**546,594**	454,560
Depreciation	**-**	**5,655**	**5,655**	5,208
Other costs	**256,281**	**45,599**	**301,880**	254,025
	637,135	**216,994**	**854,129**	713,793
Retail				
Wages and salaries	**787,366**	**140,214**	**927,580**	883,797
Expenditure of Wakefield Hospice Trading Limited	**22,912**	**-**	**22,912**	28,073
Depreciation	**-**	**28,216**	**28,216**	28,216
Other costs	**396,796**	**42,678**	**439,474**	409,825
	1,207,074	**211,108**	**1,418,182**	1,349,911
Other expenditure on raising funds				
Investment management fees	**10,137**	**-**	**10,137**	9,335
General income costs	**2,426**	**-**	**2,426**	2,316
	12,563	**-**	**12,563**	11,651
Governance (see note 10)	**-**	**55,741**	**55,741**	52,326
	1,856,772	**483,843**	**2,340,615**	2,127,681

Expenditure on raising funds was £2,340,615 (2024: £2,127,681) of which £2,332,352 was unrestricted (2024: £2,127,681) and £8,263 was restricted (2024: £nil).

9 Analysis of expenditure on charitable activities

	Activities undertaken directly £	Support Costs (see note 10) £	2025 Total £	2024 Total £
Hospice inpatient unit, day care and carer support				
Wages and salaries	**2,692,575**	**292,463**	**2,985,038**	2,732,708
Depreciation	**-**	**140,988**	**140,988**	129,839
Other costs	**334,778**	**92,122**	**426,900**	411,995
	3,027,353	**525,573**	**3,552,926**	3,274,542
Education				
Wages and salaries	**130,507**	**-**	**130,507**	138,639
	130,507	**-**	**130,507**	138,639
	3,157,860	**525,573**	**3,683,433**	3,413,181

Expenditure on charitable activities was £3,683,433 (2024: £3,413,181) of which £3,606,780 was unrestricted (2024: £3,343,468) and £76,653 was restricted (2024: £69,713).

10 Analysis of governance and support costs

The Charity initially identifies the costs of its support functions, which represent central administration costs. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs are apportioned between the activities undertaken as shown below.

	General Support £	Governance Function £	Total £	Basis of apportionment
Audit and accountancy	-	**16,800**	**16,800**	Governance
Legal fees	-	-	-	Governance
Other professional fees	-	**34,125**	**34,125**	Governance
Other governance expenditure	-	**4,816**	**4,816**	Governance
Finance and administration salaries, wages and related costs	**598,417**	-	**598,417**	Allocated on total revenue, total expenditure and number of employees
Finance and administration other expenditure	**71,475**	-	**71,475**	Allocated on total revenue, total expenditure and number of employees
IT costs	**53,672**	-	**53,672**	Allocated on number of employees
Depreciation	**174,859**	-	**174,859**	Allocated on total assets
Other support costs	**55,252**	-	**55,252**	Allocated on total revenue & total expenditure
	953,675	**55,741**	**1,009,416**	

11 Net expenditure for the year

	2025 £	2024 £
This is stated after charging:		
Depreciation	**174,859**	163,264
Operating Leases	**161,313**	136,906
Auditor's remuneration:		
For the provision of audit services to the group	**16,000**	11,600
For the provision of taxation advisory services not included above	**800**	4,300

12 Analysis of staff costs

	2025 £	2024 £
Wages and salaries	**4,028,106**	3,667,625
Social security costs	**338,879**	336,650
Contribution to defined contribution pension schemes	**222,734**	205,428
	4,589,719	4,209,703

The number of employees whose emoluments (excluding employer pension costs) fell within the following bands is set out below:

£60,000 - £70,000	**1**	1
£70,000 - £80,000	**1**	1
£80,000 - £90,000	**1**	2
£100,000 - £110,000	**1**	1

13 Staff numbers, Trustee remuneration and expenses and the cost of key management personnel

The average monthly head count during the year was as follows:

	2025	2024
Hospice inpatient unit, day therapy and patient support	**82**	79
Fundraising	**14**	13
Retail	**32**	27
Administration	**18**	18
	146	137

The Charity Trustees were not paid and did not receive any other benefits from employment with the Charity in the year (2024: £nil) neither did they receive payment for professional or other services supplied to the Charity (2024: £nil). Expenses of £119 were reimbursed to Trustees during the year (2024: £nil) in respect of out of pocket travel expenses.

The key management personnel comprises the Trustees and the Senior Leadership Team (as detailed on page 1). The total cost of the key management personnel of the group during the year was £416,452 (2024: £431,5387).

14 Tangible fixed assets

Group and Charity	**Freehold property and improvements**	**Leasehold property and improvements**	**Fixtures, fittings and equipment**	**Motor vehicles**	**Total**
	£	**£**	**£**	**£**	**£**
Cost					
At 1 April 2024	3,572,363	159,433	941,057	52,080	4,724,933
Disposals	-	-	(23,454)	-	(23,454)
Additions	7,368	2,404	152,595	-	162,367
At 31 March 2025	**3,579,731**	**161,837**	**1,070,198**	**52,080**	**4,863,846**
Depreciation					
At 1 April 2024	1,091,383	137,415	733,047	27,885	1,989,730
Disposals	-	-	(20,023)	-	(20,023)
Charge for the year	71,447	7,324	88,887	7,201	174,859
At 31 March 2025	**1,162,830**	**144,739**	**801,911**	**35,086**	**2,144,566**
Net Book Value					
At 31 March 2025	**2,416,901**	**17,098**	**268,287**	**16,994**	**2,719,280**
At 31 March 2024	2,480,980	22,018	208,010	24,195	2,735,203

15 Investment properties

Group and Charity	**Freehold investment property**	
	2025	2024
	£	£
Valuation at beginning of year	**437,500**	423,500
Disposal proceeds	**-**	-
Gains / (losses) on disposal	**-**	-
Surplus on revaluation	**-**	14,000
Valuation at end of year	**437,500**	437,500

The investment properties were valued by Trustees as at 31 March 2025, based on a valuation provided as at 31 March 2024 by Simon Kendall MNAEA of Richard Kendall Estate Agent, based on vacant possession values. The valuations were discounted by 30% where the properties were subject to a Regulated Tenancy agreement. One property was unlet at the time of the valuation (2024: none). There have been no changes in type of tenancy since the date of valuation. The Trustees regard these values as fair valuations of the properties at 31 March 2025.

16 Investments

Group	Listed investments 2025 £	2024 £
Valuation at beginning of year	**462,422**	444,075
Additions	**12,806**	450,418
Disposals	**(3,700)**	(447,534)
Net movement in deposits	**(1,074)**	(3,494)
Net investment (losses) / gains	**(11,625)**	18,957
Valuation at end of year	**458,829**	462,422

Charity	Investments in subsidiary companies £	Listed investments £	Total 2025 £	2024 £
Valuation at beginning of year	**2**	**462,422**	**462,424**	444,077
Additions	**-**	**12,806**	**12,806**	450,418
Disposals	**-**	**(3,700)**	**(3,700)**	(447,534)
Net movement in deposits	**-**	**(1,074)**	**(1,074)**	(3,494)
Net investment gains	**-**	**(11,625)**	**(11,625)**	18,957
Valuation at end of year	**2**	**458,829**	**458,831**	462,424
Historical cost at end of year	**2**	**443,786**	**443,788**	434,656

Listed investments are those listed on a recognised stock exchange or are held in units of common investment funds where the values are calculated by reference to investments quoted on a recognised stock exchange.

Principal subsidiaries

The following was a subsidiary undertaking of the Charity:

Name	Company number	Registered in	Principal activity
Wakefield Hospice Trading Limited	02768457	England	Trading Subsidiary

Class of shares	Holding	Included in consolidation
Ordinary	100%	Yes

The subsidiary is exempt from Part 16 of the Companies Act 2006 relating to the audit of its individual accounts by the virtue of a guarantee given by Wakefield Hospice under section 479C of the Act. The parent charitable company has guaranteed all outstanding liabilities at the year end in accordance with section 479C.

The financial results of the subsidiary for the year were:

Name	Income £	Expenditure £	Profit for the year £	Net assets £
Wakefield Hospice Trading Limited	**30,909**	**22,912**	**7,997**	**8,417**

17 Stocks

Group	2025 £	2024 £
Finished goods and goods for resale	**7,060**	8,775

18 Debtors

	Group 2025	Group 2024	**Charity 2025**	Charity 2024
	£	£	**£**	£
Trade debtors	**67,784**	107,762	**67,784**	107,762
Amounts owed by group undertakings	**-**	-	**7,979**	4,729
Prepayments and accrued income	**2,461,162**	1,001,529	**2,461,162**	1,001,529
Other debtors	**38,400**	27,178	**38,016**	27,008
	2,567,346	1,136,469	**2,574,941**	1,141,028

Prepayments and accrued income includes accrued income of £2,365,785 (2024: £880,034) of which £2,254,513 (2024: £743,234) relates to legacy income.

19 Creditors: Amounts falling due within one year

	Group 2025	Group 2024	**Charity 2025**	Charity 2024
	£	£	**£**	£
Trade creditors	**177,183**	123,558	**176,876**	123,039
Accruals	**127,568**	142,062	**126,769**	137,691
Deferred income (see note 20)	**5,937**	76,235	**5,937**	76,235
Other taxation and social security	**78,376**	76,471	**78,376**	76,471
Other creditors	**42,088**	38,024	**42,088**	38,024
	431,152	456,350	**430,046**	451,460

20 Deferred income

	Group 2025	Group 2024	**Charity 2025**	Charity 2024
	£	£	**£**	£
Balance as at 1 April 2024	**76,235**	9,377	**76,235**	9,377
Amount released to income from prior periods	**(76,235)**	(9,377)	**(76,235)**	(9,377)
Amount deferred in year	**5,937**	76,235	**5,937**	76,235
Balance as at 31 March 2025	**5,937**	76,235	**5,937**	76,235

Deferred income comprises monies received in advance for future events and from licence fees, for which the income is spread over the period of the licences.

21 Funds

	Balance at 1 April 2024	**Income**	**Expenditure**	**Transfers**	**Gains and losses**	**Balance at 31 March 2025**
	£	**£**	**£**	**£**	**£**	**£**
Restricted Funds						
Restricted funds	89,016	323,532	(84,916)	(123,952)	-	**203,680**
Unrestricted Funds						
Designated funds:						
Capital fund	2,735,203	162,367	(174,859)	-	(3,431)	**2,719,280**
General funds	2,797,034	6,762,821	(5,764,273)	123,952	(11,625)	**3,907,909**
Total Unrestricted Funds	5,532,237	6,925,188	(5,939,132)	123,952	(15,056)	**6,627,189**
	5,621,253	7,248,720	(6,024,048)	-	(15,056)	**6,830,869**

21 Funds (continued)

Restricted Funds

These are comprised of donations and grants made to the hospice for a specific purpose. Most of the restricted funds have been used with some remaining balance to be carried forward to be spent in the following year which include:

- Fit For The Future project - IPU upgrade - £155,503
- Made in Wakefield - Culture project - £9,586
- Other funds have been donated / granted by various donors for a specific purchase or use that has been stated by the donor / grant funder - £38,591

Designated Funds

Capital Fund

This fund represents the depreciated value of the fixed assets which can not be disposed of without limiting the scope of the Charity's activities and an amount for future capital spend as agreed by Trustees.

Transfers

Transfers during the year relate to the acquisition of capital equipment from restricted funds.

22 Analysis of net assets between funds

	Fixed Assets	Investment Properties	Investments	Net Current Assets	Total
	£	£	£	£	£
Restricted funds	-	-	-	203,680	**203,680**
Unrestricted funds:					
Designated funds	2,719,280	-	-	-	**2,719,280**
General funds	-	437,500	458,829	3,011,580	**3,907,909**
	2,719,280	437,500	458,829	3,215,260	**6,830,869**

23 Pension commitments

Employees of the Charity are entitled to join either the NHS Pension Scheme (eligible employees only), or the Wakefield Hospice Pension Plan.

NHS Pension Scheme

Eligible employees are able to remain in the NHS Pension Scheme as if they were still in the employment of an employing authority. The NHS pension scheme is an unfunded occupational pension scheme backed by the Exchequer, which is open to all NHS employees and employees of approved organisations. The scheme provides pensions, in varying circumstances for employees of participating employers. The scheme receives contributions from employers and employees to defray the costs of pensions and other benefits. The scheme is subject to a full actuarial valuation every four years and an accounting valuation every year. Details of benefits payable, and the basis for valuations under these provisions can be found on the NHS Pension website at www.nhsbsa.nhs.uk/nhs-pensions. The scheme is accounted for as a multi-employer scheme under the Charity SORP (FRS102) and, as no surplus or deficit is able to be identified and allocated to the separate employer, the contributions have been accounted for as a defined contribution scheme and no share of the surplus or deficit included in these financial statements.

Employer contributions were 14.38% of pensionable pay and employee contributions were in the range of 5.1% to 12.5% of pensionable pay. In the year ended 31 March 2025, the charity made contributions to the NHS Pension Scheme totalling £127,453 (2024: £119,876). Contributions of £17,349 were payable at 31 March 2025 (2024: £17,146).

23 Pension commitments (continued)

Other Pension Schemes

Other employees are entitled to join the Aviva - Wakefield Hospice Pension Plan, which is a defined contribution scheme with an option for salary sacrifice by the employee. The basic contribution rates for this scheme are between 3% to 4% of pensionable pay for the employer and between the ranges of 5% to 31.22% of pensionable pay for the employee. New employees are auto-enrolled, if eligible, into this scheme. In the year ending 31 March 2025, the charity paid net employer contributions to the Aviva scheme totalling £95,281 (2024: £85,660). Contributions of £23,678 were payable at 31 March 2025 (2024: £19,980).

24 Commitments under operating leases

Group and Charity

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2025	2024
	£	£
Within one year	**127,697**	163,215
Within two to five years	**153,916**	291,116
Over five years	**33,001**	46,734
	314,614	501,065

25 Capital commitments

There were no capital commitments at 31 March 2025 (2024: £nil)

26 Related party transactions

During the year, the charity received a Gift Aid donation of £7,997 (2024: £4,729) from its wholly owned subsidiary, Wakefield Hospice Trading Limited, representing the distributable profits for the year ended 31 March 2025.

At the year end, an amount of £7,979 (2024: £4,729) was owed to the charity from its subsidiary. The balance is unsecured, interest-free, and repayable on demand.

27 Statement of financial activities comparative note

	2025 Total Funds £	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total Funds £
Income:				
Income from donations and legacies	**3,255,848**	1,576,822	84,263	1,661,085
Income from charitable activities	**1,640,385**	1,555,996	-	1,555,996
Income from other trading activities	**2,247,562**	1,888,567	-	1,888,567
Investment income	**104,925**	94,726	-	94,726
Total Income	**7,248,720**	5,116,111	84,263	5,200,374
Expenditure:				
Expenditure on raising funds	**2,340,615**	2,127,681	-	2,127,681
Expenditure on charitable activities	**3,683,433**	3,343,468	69,713	3,413,181
Total expenditure	**6,024,048**	5,471,149	69,713	5,540,862
Net gains on investments	**(11,625)**	32,957	-	32,957
Gains on sale of fixed assets	**(3,431)**	2,246	-	2,246
Net expenditure	**1,209,616**	(319,835)	14,550	(305,285)
Transfers between funds	**-**	-	-	-
Net Movement in Funds	**1,209,616**	(319,835)	14,550	(305,285)
Reconciliation of funds:				
Total funds brought forward	**5,621,253**	5,852,072	74,466	5,926,538
Total funds carried forward	**6,830,869**	5,532,237	89,016	5,621,253

28 Analysis of expenditure on raising funds comparative note

	2025 Total £	Activities undertaken directly £	Support Costs (see note 30) £	2024 Total £
Fundraising				
Wages and salaries	**546,594**	323,660	130,900	454,560
Depreciation	**5,655**	-	5,208	5,208
Other costs	**301,880**	216,565	37,460	254,025
	854,129	540,225	173,568	713,793
Retail				
Wages and salaries	**927,580**	749,014	134,783	883,797
Expenditure of Wakefield Hospice Trading Limited	**22,912**	28,073	-	28,073
Depreciation	**28,216**	-	28,216	28,216
Other costs	**439,474**	368,881	40,944	409,825
	1,418,182	1,145,968	203,943	1,349,911
Other expenditure on raising funds				
Investment management fees	**10,137**	9,335	-	9,335
General income costs	**2,426**	2,316	-	2,316
	12,563	11,651	-	11,651
Governance	**55,741**	-	52,326	52,326
	2,340,615	1,697,844	429,837	2,127,681

29 Analysis of expenditure on charitable activities comparative note

	2025 Total £	Activities undertaken directly £	Support Costs (see note 30) £	2024 Total £
Hospice inpatient unit, day care and carer support				
Wages and salaries	**2,985,038**	2,441,359	291,349	2,732,708
Depreciation	**140,988**	-	129,839	129,839
Other costs	**426,900**	319,982	92,013	411,995
	3,552,926	2,761,341	513,201	3,274,542
Education				
Wages and salaries	**130,507**	138,639	-	138,639
	130,507	138,639	-	138,639
	3,683,433	2,899,980	513,201	3,413,181

30 Analysis of governance and support costs comparative note

	General Support £	Governance Function £	Total £	Basis of apportionment
Audit and accountancy	**-**	**11,700**	**11,700**	Governance
Legal fees	**-**	**6,308**	**6,308**	Governance
Other professional fees	**-**	**26,154**	**26,154**	Governance
Other governance expenditure	**-**	**8,164**	**8,164**	Governance
Finance and administration salaries, wages and related costs	**557,032**	**-**	**557,032**	Allocated on total revenue, total expenditure and number of employees
Finance and administration other expenditure	**82,786**	**-**	**82,786**	Allocated on total revenue, total expenditure and number of employees
IT costs	**42,065**	**-**	**42,065**	Allocated on number of employees
Depreciation	**163,264**	**-**	**163,264**	Allocated on total assets
Other support costs	**45,565**	**-**	**45,565**	Allocated on total revenue & total expenditure
	890,712	**52,326**	**943,038**	

31 Funds comparative note

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Gains and losses £	Balance at 31 March 2024 £
Restricted Funds						
Restricted funds	74,466	84,263	(69,713)	-	-	**89,016**
Unrestricted Funds						
Designated funds:						
Capital fund	3,382,235	113,986	(163,264)	(600,000)	2,246	**2,735,203**
General funds	2,469,837	5,002,125	(5,307,885)	600,000	32,957	**2,797,034**
Total Unrestricted Funds	5,852,072	5,116,111	(5,471,149)	-	35,203	**5,532,237**
	5,926,538	5,200,374	(5,540,862)	-	35,203	**5,621,253**

32 Analysis of net assets between funds comparative note

	Fixed Assets	Investment Properties	Investments	Net Current Assets	Total
	£	£	£	£	£
Restricted funds	-	-	-	89,016	**89,016**
Unrestricted funds:					
Designated funds	2,735,203	-	-	-	**2,735,203**
General funds	-	437,500	462,422	1,897,112	**2,797,034**
	2,735,203	437,500	462,422	1,986,128	**5,621,253**

WAKEFIELD HOSPICE

England & Wales - Charity number 518392

Accounts

WAKEFIELD HOSPICE
SHARING THE CARE IN THE COMMUNITY

WAKEFIELD HOSPICE

(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2024

Charity Number: 518392
Company Number: 02038416

Wakefield Hospice

Trustees' Report and Financial Statements
For the year ended 31 March 2024

Contents

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisors	1
Chair's Statement	2
Report of the Trustees (incorporating the strategic report)	3 - 14
Independent Auditor's Report	15 - 17
Consolidated Statement of Financial Activities (including income and expenditure account)	18
Consolidated Balance Sheet	19
Charity Balance Sheet	20
Consolidated Statement of Cash Flows	21
Notes to the Financial Statements	22 - 36

Wakefield Hospice

Reference and Administrative Details of the Charity, its Trustees and Advisors
For the year ended 31 March 2024

Name of Company:	Wakefield Hospice
Registered Address:	Aberford Road Wakefield WF1 4TS
Status:	Company Limited by Guarantee and a Registered Charity
Company Registration No:	02038416
Charity Registration No:	518392
Directors and Trustees:	H J Hirst (Chair from 14 December 2023) A P Howatson (Chair) (resigned 14 December 2023) M D Ashton (resigned 8 October 2024) N Bains-Williams S C Black (resigned 9 August 2023, reappointed 12 August 2024) R J Otter A T Hamilton B C T Browne L E Clayton J G Milne L D Bateman (resigned 5 February 2024) C R Beck A Gait C Kendall B Ralph (resigned 19 September 2024) P K Banwait (appointed 3 April 2023) J-A Charalambous (appointed 14 December 2023) J W Knox (appointed 23 May 2024) Dr B Crosse (appointed 19 June 2024) Dr S Hayat (appointed 11 November 2024) F Dean (appointed 11 November 2024)
Company Secretary:	A C Beedle
Senior Executives:	T R Turner - Chief Executive Dr E Lowe - Medical Director H M Knowles - Director of Fundraising and Retail Operations J Millard - Director of Clinical Services A C Beedle - Director of Finance Estates and Resources
Independent Auditor:	Armstrong Watson Audit Limited Third Floor, 10 South Parade Leeds LS1 5QS
Bankers:	Royal Bank of Scotland plc PO Box 4862 5 Church Street Sheffield S2 9EQ
Investment Managers:	LGT Wealth Management Minerva House, 29 East Parade Leeds LS1 5PS

Wakefield Hospice

Chair's Statement

For the year ended 31 March 2024

Dear friends, colleagues, supporters, volunteers, patrons and ambassadors,

I am pleased to introduce to you the Trustees' Report and Financial Statements for Wakefield Hospice for the financial year ended 31st March 2024.

I am delighted to say that the Care Quality Commission rated us as GOOD across all domains in its inspection of our services in November 2023. The final report reflected the hard work, care and compassion provided day in and day out by all our teams providing and supporting care of the people of Wakefield and their families. In such challenging times this was a great achievement and gives us a strong, solid platform to continue to develop and improve what we do.

Raising the funds we require to provide care is hard. Our statutory funding, provided through the local health and care system covers approximately 35% of what we need. This leaves around 65% or £6,000 PER DAY to raise. Our fundraising community do the most fabulous job from small events and coffee days, raffles, sponsorship, lottery and Light up a Life to big events like the Wakefield 10k. This year we took on a new event to add to our calendar, The Horbury Show. Our retail team through our shops, warehouse, house clearance and eBay have raised just over £1 million and this, together with new business initiatives are essential to ensuring Wakefield Hospice can continue to care for your loved ones at their time of need.

But we are going to have to go further. Our volunteers are the life blood of our fundraising and service delivery work but we need to do more. We need to expand volunteering opportunities across all aspects of the Hospice and have a flexible approach that matches those seeking volunteering opportunities, whether they be ad-hoc, short or long term.
We need to explore new partnerships and initiatives to ensure we are efficient, effective and, most importantly, financially sustainable for the coming years.

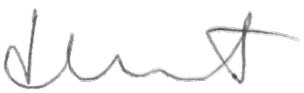
During the year we said goodbye to Paul Howatson our outgoing chair. Paul had been a trustee for over 9 years and a strong supporter of Wakefield Hospice for many years before that. He led the Board to a position where we are ambitious for the future. A future which includes the development of our in-patient area to create new facilities, more single, ensuite rooms and a more welcoming environment.

Sarah Black stood down as a Trustee during the year, but I was delighted to welcome her back in September 2024. One other Trustee, Laura Bateman, also stood down during the year. In addition, we welcomed two new Trustees during the year: Pam Banwait and Jo-Anne Charalambous and have already recruited more for the coming year: Barbara Crosse, John Knox, Saadia Hayat and Faris Dean. Trustees give their time voluntarily and I am so pleased to be supported by such a committed and values led trustee team.

I remain enormously proud of Wakefield Hospice and its amazing team of staff, trustees, volunteers and supporters who keep the show on the road every day of the year.

Finally, I would like to thank everyone for their continued support over the past year and, despite the uncertain economic outlook at the time of writing, I look forward with much hope for a brighter future for Wakefield Hospice and our partners across the broader health and care system.

Kindest regards,



Helen Hirst

Chair of Trustees

Wakefield Hospice

Report of the Trustees (incorporating the strategic report)
For the year ended 31 March 2024

The Trustees present their annual report together with the audited financial statements of Wakefield Hospice for the year ended 31 March 2024. The reference and administrative details set out on page 1 forms part of this report.

Objectives and Activities

Objectives

The primary charitable object of the Charity, as set out in the Articles of Association, is to promote the relief of sickness and the welfare of the terminally ill in the area of Wakefield and district in such ways as the Trustees shall from time to time think fit.

The Mission, Vison, and Values of the Hospice and the strategic delivery of these are reviewed and refreshed on an ongoing basis and continue to articulate the ethos and direction of the organisation as follows:

Mission:

- **Develop the provision of expert, accessible care** for local people & families living with life-limiting conditions;
- Ensure that our care will help to **reduce the impact of health inequalities**;
- **Work in partnership** with the wider community.

Vision:

To help more people living with life-limiting illness, improving patient experience and supporting their loved ones.

Values: We are **Caring**; We are **Professional**; We are **Aspirational**; We are **Inclusive**.

An extensive consultation through the course of the early part of the year led to a review and revision of our previously stated values. In addition to those previously recognised, stakeholders chose to be explicit about our intention to demonstrate our welcome and celebration of diversity, amongst our patients, staff and volunteers, and to this end the new value of 'We are Inclusive' was added.

These values underpin all that our charity aspires to and shape our internal and external behaviours. They are used to support recruitment and retention of staff and volunteers, throughout our induction process, and our meetings and supervision approach.

Strategic Intention:

To **sustain and grow** the Wakefield Hospice contribution to the care and support of our diverse community: to demonstrate a consistently **inclusive approach** to all our service provision, income generation, and support functions: to support the **wellbeing** of our staff and volunteers.

Four Pillars of our Strategy:

- People & Culture: **Invest** in the workforce; **Maximise** the potential of volunteers; **Engage** with children and young people; **Build** the 'one team' culture.
- Sustainability: **Protect** the core service; **Invest** to drive the strategy; **Develop** new income streams; **Support** the 'green' agenda.
- Service Provision: **Articulate** the clinical vision; **Extend** our reach and impact; **Increase** the education offering; **Address** health inequalities.
- Digital & Data: **Rationalise/integrate** the IT infrastructure; **Revise** the processes; **Support** intelligent analysis to leverage relationships; **Access** live data to measure our impact.

Foundations of our delivery: Governance and Leadership; Collaboration and Communication; Inclusion and Equalities.

Activities

The principal activity of the Charity is the Provision of the highest level of symptom management and care for people who have advanced active, progressive and life-threatening illness, through the provision of Specialist Palliative Care.

The Hospice endorses a holistic approach in promoting quality of life for patients as well as providing the continuing support that is offered to families and carers.

Fundraising

Wakefield Hospice is registered with the Fundraising Regulator and we, along with all fundraising partner organisations are committed to meeting the standards set out in the Code of Funding Practice: www.fundraisingregulator.org.uk/code.

Fundraisers are provided with regular training and support to ensure that these standards are continually maintained and there have been no failures to comply with fundraising standards during the year.

Fundraising activity and overall strategy is regularly addressed by the Board of Trustees. The Board recognises their responsibilities and are committed to acting appropriately and compassionately when engaging with vulnerable or potentially vulnerable people.

Volunteers and supporters

Our volunteers are an essential part of the hospice supporting and contributing to the smooth running of all areas of the hospice. We are supported throughout the organisation including our dementia day care, from reception through to our warehouse and shops.

We have over 300 volunteers who offer their expertise and time to a variety of roles, with some people giving time each day, some offering regular time and others stepping in when we need them. The world of volunteering has changed and here at Wakefield Hospice we are embracing a flexible approach.

Our volunteers come with different skills sets and diverse backgrounds, some have had long successful careers, others at the start of their working lives completing their Duke of Edinburgh.

Within the hospice our clinical teams are supported in the inpatient unit, dementia day care, wellbeing services and bereavement: all these areas benefit enormously from the support of volunteers. We are also supported in our administrative functions; on reception, and in finance and fundraising.

Our lovely gardens are maintained almost exclusively by a combination of corporate volunteer teams, assisted students, and a whole host of individuals who pride themselves on giving time regularly to keep the gardens looking beautiful for patients and families to enjoy.

Income generation including fundraising, events, retail and business initiative couldn't manage without the massive support of our volunteers; some of these individuals have been giving their time over the course of two or more generations, and some have joined us only recently, perhaps after a personal connection with the hospice.

Our volunteers are the backbone of the hospice, and we make enormous efforts to value and appreciate them, always endeavouring to build a team whose diversity reflects that of our local community, in terms of age, ethnic heritage, ability and background.

Public benefit

We ensure this by actively delivering our strategic intentions over the course of the year, to guard the financial sustainability of the hospice in the context of a challenging economic climate, by developing and extending the vital services we make available to all members of the Wakefield Community, by further developing the potential of technology to support clinical service provision, and by growing and supporting the wellbeing of our workforce.

We are proud of our modestly successful service developments and staff enhancements, even when funding arrangements have been stretched, and have every confidence that our future plans will enable is to support even more people through their journey at end of life.

We have continued to extend our dementia services in an area where these are notoriously scarce, we have been able to develop our education function and have been able to work successfully in collaboration with others to achieve even greater impact, and we continue to build our small outreach services to a wider and more diverse section of the community.

Our growing retail operation and our extended Comms department have worked together to raise the profile of hospice care, and to reach even more members of the community, with these and our fundraising events bringing in income as well as promoting our services to the wider public.

Achievements and Performance

The year to March 2024 has been one of growth and challenge for the hospice, in the context of wider socio-economic pressures and global and political uncertainty.

The hospice has deepened and formalised its collaborative relationship with the other hospices in West Yorkshire, and this more influential partnership has been put to good effect in negotiation with ICB colleagues, both in respect of services and in relation to our statutory funding.

It is clear that the health inequalities facing some sectors of our community also impact significantly in Wakefield, and we are proud to be tackling these alongside our partners in health and social care; great emphasis has been placed on reaching out more effectively to those who have previously been underserved.

Our new outreach provision has become better established, and day support services of various kinds are now reaching more people and offering support within the hospice, and on occasions in a person's own home where appropriate. This includes the growing dementia day support service, now in its fourth year, and extended to three days; feedback from users and from family members continues to exceed all our expectations.

Income generation continues to grow in all areas, with retail and eBay showing improvement on the previous year, and some months exceeding even the stretch targets which were set with the income and spend gap in mind. Commercial activities remain relatively limited in their actual contribution, and some initiatives had to be closed in the year to prevent unmanageable losses: research continues to identify and develop the most profitable area for development, with cleaning and catering both being considered, in addition to extended service provision.

Charitable activities

In November 2023 we were visited by the Care Quality Commission (CQC), the independent regulator of health and adult social care in England, for the first time in over 9 years.

We were delighted to share with everyone that Wakefield Hospice had been rated "Good" across all areas of care. The Trustees acknowledge that maintaining our Good rating was a fantastic achievement given the challenges all health care services have faced over the last few years. This rating has provided us and our service users with an assurance that we continue to provide compassionate, safe and quality care to people with life limiting illnesses and their families.
The latest report is testament to the dedication, support and hard work of our staff across the organisation.

We had some fantastic feedback from the report across all areas, including a few of the major highlights that we are proud to have achieved:

- "Staff were consistently committed to treating patients and those close to them with compassion and kindness, respected their privacy and dignity, found innovative ways to meet their individual needs, and helped them understand their conditions. They provided strong, caring and respectful emotional support to patients, and those close to them";
- "The service engaged well with patients and the community to plan and manage services and all staff were committed to improving services continually… Staff understood and respected the individual needs of each patient";
- "Patients said staff treated them well and with kindness. Patients, carers and family members were full of praise for staff and emphasised they could never do enough to ask how they were and support them…";
- "Staff understood the emotional and social impact that a person's care, treatment or condition had on their wellbeing and on those close to them... Carers described staff as 'a godsend' and told us staff gave them as much time and space as they needed to talk openly";
- "There was a clear vision and a set of values, with quality and sustainability as the top priorities. The hospice's vision was for the needs of people living with life-limiting illness, and those close to them, to be met with skill, compassion and care".

The CQC inspection has given us a fantastic overview of our current service, and as mentioned previously we are incredibly proud of the work that each and every person within the organisation has put in over the years to help us achieve this success. We all recognise that strenuous and consistent efforts to continuously improve the safety and quality of services and the experience of patients and families is at the heart of all we do; the community are our regulators on many respects, and their approval is everything to us.

During the year we introduced the clinical strategy, which has enabled us to focus on our continuous improvements and opportunities for growth within the clinical areas. Ensuring that our focus has remained on the following four key aims:

- **Improving our Inpatient environment**: For the hospice environment to be improved so that it is more suitable for service users' needs for this ambition to become a reality, we have needed to explore how this can be achieved through possible grants and fundraising initiatives; to date we have progressed to, a) revisiting previous architectural designs that had been developed four years ago. b) observed, our internal and external environment. c) carefully considered how many beds we need currently and how many beds will be required in the future. We have also identified moving forwards, there is an increasing demand for single occupancy rooms to ensure patient privacy and dignity is maintained at all times. We also recognised that we have a need for small communal intimate areas for families and that facilities are made available so that families can stay with the patients overnight in their rooms;

- **Developing our clinical team**: To ensure we develop and equip the right people, with the right skills to meet the needs of our service users currently and in the future. a) We identified for this to be achieved, the clinical leaders will work closley with the People and Culture Manger to ensure our retention remains high, that our staff continue to have the opportunity to continue to develop both their clinical and managerial skills so that we have a workforce that is resilient and is fit for the future needs of the hospice. b) We continue to review our staffing model so that effective uses of resources are in place. c) We embed a 'just learn culture', this is a culture of fairness, openness and learning, this will empower our staff to feel confident and to speak up when things go wrong, rather than fearing blame. d) We have developed systems where staff and service users can give feedback that contributes into our mission of being an organisation of continued improvement. e) We have ensured that our Governance process, continues to give assurance of our clinical compliance and we continue to be the best we can;

- **The acceleration of digital transformation**: To ensure we embrace a culture of innovation and creativity so that we meet the needs of our service users. During the past year as part of the digital transformation plans for the hospice, Health Informatics Services have undertaken a Training Needs Analysis for us, this has helped to give us a clear direction in regards to what we need to do so the clinical area becomes PaperLite.
  We are now:
  a) Working on our plans to develop and support digital technology to support safe and effective patient care.
  b) Collaborating with other hospices so that we can learn from each other and to ensure we have suitable patient outcomes measures in place in order to evaluate the impact of our person-centred care;

- **Enhancing the care that we are providing through collaborating and working with our partnership working**: We have continued to look at the needs of our population, to enable us to ensure our clinical services are responsive to our service users' needs and that we continue to promote equity of access within our local community, this has been achieved by:
  a) Working with other system partners to help influence needs assessment to help define End of Life Care needs of our population.
  b) Increasing the number of people we support and we continue to review the care that we are providing.
  c) Our Wellbeing team are now engaging with more communities' groups who historically have not accessed hospice care.
  d) Continually assessing and evaluating our inpatient care to ensure it delivers a service so that it is maximising its bed capacity.
  e) Reviewing our bereavement model to ensure that it meets our service users' needs.
  f) Working with, where possible, policy makers to help them understand the needs of our service users.

Looking ahead, we will be expanding the clinical strategic plan to pick out further opportunities for growth to make sure Wakefield Hospice remains a champion of palliative and end of life care, not just across the Wakefield district but as a shining example to the wider region too.

People and Culture

The newly established people and culture team look after both paid staff members and volunteers and have recorded the following achievements throughout the year:

- Introduced values led appraisal system with an appraisal season;
- Introduced a pay grading system and job evaluation scheme;
- Building new benefits and sharing them in a Benefits booklet;
- Worked toward and achieving Menopause Friendly Accreditation;
- Introduction and development of EDI Group, the group delivered interfaith week with community events, staff gatherings and information. We welcomed different faith providers to our Staff meeting and celebrated our first ever Iftar;
- The MHFA welcomed new first aiders and had their training refreshed, we introduced Complementary Therapy for our staff and volunteers;
- Delivered OMG training including Freedom to Speak Up, Disciplinary, Coaching and Team Building.

We have especially concentrated on the diversity of our volunteers and have worked alongside schools and colleges to support this aim, benefiting from work experience and Duke of Edinburgh volunteering hours, and working with assisted students in retail and in our gardens. We are working alongside Wakefield College Health and Social Care students offering 2-week work placements. We have also worked with the Job Centre and at Community Events and have established links with asylum organisations to support workplace pathways. These and other strategies have enabled us to increase the diversity within our volunteer pool.

Our teams across our services are now supported by over 46,000 hours of time per year.

We have also been working hard on improving our volunteer experience including upgrading and transforming our website, updating our handbook and offering wellbeing support including our Employee Assistance Programme. We also offer wellbeing services including complementary therapy and soundbaths. Additionally, we have extended and improved our traditional Summer and Christmas events for volunteers, and as always had great feedback on their impact.

Fundraising

The charity fundraising sector is becoming more and more competitive as charities are competing harder for a share of the communities giving. We will continue to evolve our approach by focusing on innovation, concentrating on our strategy, ensuring we keep diversifying income, researching, and testing new avenues, to ensure that our income targets can be matched.

The fundraising team had a strong year and recorded a net contribution of £836k (excluding legacies) against a target of £773k, representing an increase of 16.5% over the previous years' amount.

We have sought to broaden our event portfolio, which is proving to be very resilient in a tough economic environment, highlighted by a record amount of income raised from the Wakefield Hospice 10k/mini run, which achieved a net contribution of over £100,000 for the first time in its 27 year history.

Other notable highlights during the year included:

- Over £37k was raised from the 'Reindeer Run' with 37 primary schools taking part;
- Our first Pub Walk took place in October, with over 300 participants taking part in a five mile walk within Horbury village, visiting 5 pubs along the way and raising over £25k;
- Individual giving continued to increase, and a successful recruitment of Friends of Wakefield Hospice yielded 80 new regular givers;
- The lottery continues to grow with annual income now approaching £100k for the first time.

We have also witnessed an increase in businesses participating in corporate partnerships as they recognise the immense value of partnering with the hospice. Consequently, we continue to align ourselves with businesses that share our values which will in turn lead to stronger partnerships, improved brand reputation, increased loyalty and sustainable growth.

Legacy income received for the year was an amazing £1,002,359, which represents an increase of over 71% in the year. These gifts in Wills are so important to the hospice and this year represented over 19% of our annual income. It's important to recognise that this area of income is still volatile and has the ability to have an enormous impact on the future of the hospice's growth and development. Recognising the importance of legacy income, we will be working collaboratively with Hospice UK during the next year as part of a national legacy campaign which will enable the sharing of a unified hospice story through a groundbreaking campaign to raise awareness of legacy giving. We will maximise the increased exposure that the national campaign presents by simultaneously actively promoting our will writing services locally and the benefits of leaving a gift specifically to Wakefield Hospice.

The generosity of the community with a genuine desire to help Wakefield Hospice is never taken for granted and we pride ourselves in being the local hospice of choice for all those in our community who need us. We are truly grateful to everyone for their continued support, and we will look to inspire our supporters and refresh our fundraising ask to attract a new audience about the care we offer to those in need of our services.

Retail

WH Retail delivered on its objectives for the year with both the shop and ecommerce income exceeding budget and recording their best year since the pandemic.

We are extremely grateful for all the support that we have received from our community during the year, including those who donated goods to us and those who purchased items in our stores and online.

We couldn't operate without the incredible volunteers who support our Retail operation. The relationship between Wakefield Hospice and our volunteers is reciprocal, them generously giving us their time, talents and support, and in return we offer them purpose, friendship, routine and community.

Shop sales enjoyed another year of growth in income finishing 6.5% ahead of the previous year, the increase largely being driven by the additional space generated by two new shop openings in the previous year. In January 2024 the team benefitted from the recruitment of an Area Retail Manager, a new role which was introduced with the aim of driving sales and increasing engagement among our retail staff and volunteers. The new appointment brings greater flexibility to the team and opportunities to explore potential avenues for future growth and development within the retail/commercial sector.

The ecommerce business continued to grow throughout the year achieving a total income of £296k, a growth of 38% on the previous year. This increase was generated by both an expansion of the headcount from 4 to 6, and continual improvements in the processes of identifying, listing and packing / posting of stock.

Looking ahead to the next year the strengthening of our retail strategy is crucial for sustaining growth and staying competitive in the market moving forward. Further growth of the retail business is planned with the team searching for suitable new spaces on high streets, secondary locations, or out of town, with a view to opening permanent or temporary new shops. In addition, the opening times of our additional outlets will be stretched in order to maximise potential income.

Growth in our online business will also continue with further recruitment and additional existing space made available for our eBay operation. Recruitment of a new Donation Centre Manager will also allow further allow the retail team to innovate moving the right stock, to the right outlet as efficiently and quickly as possible.

Business Initiatives Development (BID)

The rationale behind growing BID allows us to diversify our income streams by identifying, investigating and establishing new sustainable opportunities for new social enterprises business ventures to try increase income levels.

Business cases were researched, developed and approved in a number of areas eg. advancing bereavement education training to equip health care professionals / Corporate Business sector with the skills and understanding needed to support those experiencing loss. This training opportunity is a chargeable service and has now expanded to virtual 'Lunch & Learn' sessions.

The difficult decision was made in January to close the WH Kitchen café sadly due to the financial challenges faced with the running of this space along with the forecasted expenditure of maintaining the establishment were no longer viable.

Towards the end of the financial year the House Clearance initiative was integrated into the retail team as business as usual. This was a very positive step for BID and everyone involved in the operation has brought the concept to fruition, and it continues to grow within the Retail department.

Wakefield Hospice remains committed to driving new and innovative ideas by fostering a culture of creativity and continuously seeking fresh perspectives.

Communications

Following the appointment of a full time communications officer during the previous year the new strategy has created a number of highlights during the year:

- Our social media audience has grown 6.7% during the year with over 1,200 new followers across various platforms;
- Facebook remained our primary social media channel, reaching over 10,000 followers with over 57,000 engagements on our posts;
- In the press we saw 71 new stories covered over 140 times across a wide range of online and offline platforms including the Wakefield Express, Yorkshire Post, Hospice UK, BBC, ITV and local radio broadcasters, with clinical case studies provided to Hospice UK for national coverage and eHospice for international coverage across the festive period;
- New case studies were developed across clinical, volunteer services and fundraising to give a greater insight into our people and culture. Awareness dates such as Volunteers' Week, Hospice Care Week and Dying Matters Week also gave us opportunity to share key messages and new tailored content across various channels;
- Our internal newsletter (The Hospice Insider) remained a popular addition to the staff internal communications set up, with four editions produced across the year and a variety of new content included (including updates from Trustees, shop focuses and staff stories) alongside a refresh of the format;
- Communications has continued to play an important role in supporting the development of new literature, communications and artwork for departments across the hospice including income generation (new identities and full marketing communication plans and literature for the Wakefield 10K, Pub Walk, 50 Miles in Feb, Will Writing Service etc.), clinical (promotion of services, patient stories, development of relationship with Rhubarb Radio), People & Culture (wide range of internal documentation and volunteer support) and across the wider teams too.

Looking forward to 2024/25 key objectives will include the integration of a Marketing & Communications Apprentice into the team, continued development of the hospice brand across all communications and materials; development of a Google Ads strategy and a greater communications plan highlighting key activities over the next 12-18 months.

Financial Review

During the year ended 31 March 2024 the Charity's income increased by £650,678 (14.3%) to £5,200,374. This was due largely to extra one-off funding secured from the NHS Integrated Care Board (ICB) and increases in fundraising and retail income. Our total expenditure in delivering our services for the year increased by £474,630 (9.4%) to £5,540,862, due mainly to increases in salaries during the year.

Charitable activities

	Year Ended 31.3.24	Year Ended 31.3.23
Core ICB/CCG grants	£1,238,574	£1,191,662
% of total income	23.8%	26.2%
Additional ICB/CCG funding	£105,800	£341,800
% of total income	2.0%	7.5%
In-patients admitted during the year	239	199
DTU service users (including Dementia Day Care)	211	188
Number of volunteers (clinical services)	49	34
Number of volunteers (hospice back office)	32	49

Fundraising

	Year Ended 31.3.24	Year Ended 31.3.23
Donations and gifts	£413,314	£404,603
% of total income	7.9%	8.9%
Legacies	£1,002,359	£585,046
% of total income	19.3%	12.8%
Lottery	£94,134	£72,081
Fundraising and other activities	£642,946	£610,104
% of total income	12.4%	13.4%
Number of volunteers (including event volunteers)	67	109

Retail

	Year Ended 31.3.24	Year Ended 31.3.23
Shop sales	£760,531	£714,145
Online sales	£296,340	£214,735
Total retail income	£1,056,871	£928,880
% of total income	20.3%	20.4%
Number of retail outlets	8	8
Number of volunteers	154	140

Wakefield Hospice Trading Limited

The trading company deals with the sale of bought in goods and all profits are donated to Wakefield Hospice. A deed of Covenant was executed on 28th March 2019 whereby Wakefield Hospice Trading Limited agrees and covenants its distributable profits to the Charity each year.

	Year Ended 31.3.24	Year Ended 31.3.23
Turnover	£32,802	£31,784
Operating Profit	£4,728	£11,721
Gift Aid distribution to Wakefield Hospice	£4,728	£11,721

Reserves policy

The Trustees reviewed the reserves policy during the year to ensure it both represents the Charity's requirements and meets with the Charity Commission's recommendations.

At the balance sheet date there were consolidated unrestricted reserves of £5,532,237 and £89,016 of restricted reserves for use in various projects in support of the continuation of the Charity's objectives.

During the year the Trustees looked in detail at their ten year strategic plan with particular reference to:

- its forecasts for levels of income for the current and future years;
- its forecasts for expenditure for the current and future years on the basis of planned activity;
- its analysis of any future needs, opportunities, commitments or risks, where future income alone is likely to fall short of the amount of the anticipated costs.

The Trustees also looked at the level of reserves the charity should maintain considering, using the best evidence available, the likelihood of a shortfall arising which means that reserves would be necessary and the strategy for an orderly closure in the event of an unplanned shutdown.

The Trustees have used this exercise to agree on a free reserves level of £1.56m - £2.34m (currently £2,797,034) to be maintained over the next ten years. Included within free reserves is an amount of £600,000 that was transferred from designated funds during the year, which was initially designated to be used for capital spend on repairs and maintenance, IT and Ward extension and partitioning to create individual rooms. The excess of free reserves over the target amount will be used to cover the budgeted deficit for the year ending 31 March 2025. The level of reserves and the progress towards the achievement of the strategic plan are reviewed on a regular basis as part of the management information presented at Trustees' meetings.

	Year Ended 31.3.24	Year Ended 31.3.23
Restricted funds	£	£
999 reUnite project	5,884	-
Child Bereavement	22,049	-
Dementia Namaste	14,558	-
Syringe drivers	2,559	5,968
Scissett WMC – ward equipment	5,219	5,219
Thomas Deane Trust – Photography	2,223	2,223
Virtual beds project	-	32,015
Ward laptops / equipment	6,520	-
Other projects	30,004	29,041
	89,016	74,466
Unrestricted funds		
Designated funds - Capital fund	2,735,203	3,382,235
General funds - Free reserves	2,797,034	2,469,837
Total unrestricted funds	5,532,237	5,852,072
Total funds	5,621,253	5,926,538

The general reserves are required by the Charity to meet its charitable objectives; to provide working capital to support completion of its long-term development objectives; to deliver its current activities and, to allow the Trustees to meet their responsibilities and ensure the Charity continues as a going concern.

Going concern

Preparation of the accounts is on a going concern basis. The Trustees have again considered the impact of the ongoing cost of living crisis and the current economic and political climate and the potential impact on the charity's activities, beneficiaries, workforce and supply chain, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the Trustees are confident that they have in place plans to deal with any financial losses that may arise. The Trustees do however recognise that uncertainty exists surrounding the duration and impact of the current economic pressures and hence there is inherent risk regarding the success and sustainability of these plans. The Trustees also recognise that an increased level of statutory funding is critical to the long-term sustainability of the Charity and are confident that the statutory requirements of the Health and Care Act 2022 concerning the NHS provision for palliative care along with the stated aims of the NHS West Yorkshire ICB Chief Executive and the ongoing work between the West Yorkshire Hospices and the ICB to find a long-term sustainable funding model will provide the Charity with a pathway for an adequate level of funding. The Charity also have other certain mitigations in place and the Trustees have concluded that the Charity remains a going concern whilst such viable options are available to it. The charity has no overdraft facility or other external loans, the Charity's forecasts and projections show that the Charity is able to operate without the need for external financing for at least 12 months from the date of approval of these financial statements. After making enquiries the Trustees have a confident expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future and for a period of at least 12 months from the date of approval of the financial statements.

Principal risks

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. A risk register is maintained and formally reviewed by Trustees annually and more frequently on an informal basis by the Senior Management Team.

The Trustees consider the principal risks to be:
- Financial sustainability - primarily concerned with a widening in the gap between income and expenditure which could lead to service cuts, and staff redundancies;
- The hospice's ability to deliver a clinical strategy which is 'fit for the future' i.e. the ability to cope with increasing demand and to meet the changing needs and preferences of patients and families;
- Workforce pressures of various kinds, including recruitment and retention challenges, and appropriate succession planning to meet future needs.

We are looking at ways to address the above risks by:
- A robust financial modelling process supporting the newly formed commercial activities sub-committee whose work plan includes investigating the raising of income via commercial enterprise;
- Rigorous budget management and assertive West Yorkshire-wide negotiation with the (ICB) commissioners further reduces the risk of financial instability and supports the 'going concern' status;
- Robust clinical audit, consistent monitoring of staff competency, and diligent attention to the detail of national policy and guidance supported the hospice to emerge with service quality uncompromised;
- Carrying out a full review of the current in-patient unit provision and facilities leading to a proposed redevelopment plan to be implemented over the next 12-18 months.

Plans for future periods

The Trustees' annual strategy day in October 23 was an opportunity for Trustees to review and revise the strategic plans of the hospice, and to consider new or redirected efforts to deliver our mission.

Trustees noted the three key risks associated with the delivery of our strategy, namely the financial sustainability of the hospice, the extent to which the facilities were fit for the future effective delivery of service, and our ability to develop commercial enterprise initiatives that would contribute in a meaningful and material way to the hospice financial viability.

In support of the expressed intention to upgrade, redesign and refurbish the clinical area to ensure that the newly constructed clinical strategy can be delivered, it was agreed to review and consider the previous designs for its extension.

Over the course of the next months a major project has been proposed, and with the support of Trustees is being developed and fully costed.

The intention is to redesign and extend the inpatient unit within the current footprint of the hospice to ensure the provision of sixteen single side rooms, upgraded to improved specification, and modern expectations in support of privacy, dignity and comfort.

Detailed designs have been prepared with full consultation with staff, and with patients and their representatives, and costings will be obtained on the basis of these.

It is anticipated that the project will take a full year to implement, and will cost in excess of £1m: funds being secured primarily from grants, trusts and major donors, avoiding the need for an extensive public capital appeal which could jeopardise our regular charitable income.

Benefits of the proposed development will include improved patient and family experience, increased statutory funding on the basis of allocation formulae which are developed using activity data, increased charitable funding on the basis of greater numbers cared for leading to greater numbers of supporters/donors, and also (until such time as the demographic changes bring greater numbers of Specialist Palliative Care patients) the opportunity to contract some rooms separately.

Further plans to develop the estate include the intention to review facilities in support of the deceased, and in common with many other hospices to ensure that new patient facilities on the Ward are suitably equipped to negate the need for separate mortuary facilities within the building, thus releasing much needed space for future developments.

Commercial activities in the future may include catering and/or cleaning, and these too are being considered as part of our intention to upgrade and modernise the catering facilities at the hospice, to enable better use of up to date equipment for the provision of meals for patients, staff and visitors.

At this point in the year, designs are being constructed and will be included in the overall upgrade of the estate which might be expected almost forty years after the original designs were commissioned.

In further support of our financial position, and in addition to our plans to increase income of every kind, all efforts are being made to address any inefficiencies in terms of our operations, and to further extend this year's 'green' initiatives to reduce energy consumption.

It is anticipated that the extensive piece of work being undertaken this year to upgrade and improve our use of technology will come to fruition over the course of the next year, with improved use of SystmOne, a new HR system, and a new CRM for fundraising purposes. Resources are being dedicated to this work with an expectation that it will make services safer, and will result in efficiencies in provision and in quality.

Structure, Governance and Management

Constitution

The Charity is registered as a charitable company limited by guarantee and is governed by its memorandum and articles as amended by special resolution, registered at Companies House on 11 January 2023, registered charity number 518392.

Method of appointment or election of trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. The Trustees who are listed on page 1 are also the directors of the company and are known as the Board of Trustees. Trustees are appointed for an initial term of one year and may serve for two further full terms of three years each, a maximum of seven years. At the end of their initial term or first three-year term trustees may seek re-election.

Trustees who complete their term of office, and for whom exceptional circumstances apply, may be asked by the Chair to extend their term for a period of one year and, subject to review, for a further period of one year if the Chair requests it. If there are exceptional circumstances relating to the imminent retirement of the Chair, then a request to extend their term may be made by the Vice Chair with the backing of the Board. The Chair may be asked to extend their term for a period of one year and, subject to review, for a further period of one year if requested.

When a vacancy arises on the Board of Trustees, or when additional specific knowledge is required to supplement the expertise on the Board, information is distributed throughout the relevant local business/healthcare community and the post may be advertised in the local press and on the website. Candidates will then follow a formal recruitment process against criteria agreed by Trustees to ensure appropriate skills, abilities and diversity of the Trustee Board. If a suitable candidate is chosen, that person will attend at least one Board meeting and one relevant sub-committee meeting in order to establish that there is mutual interest and suitability prior to them being offered election to the Board.

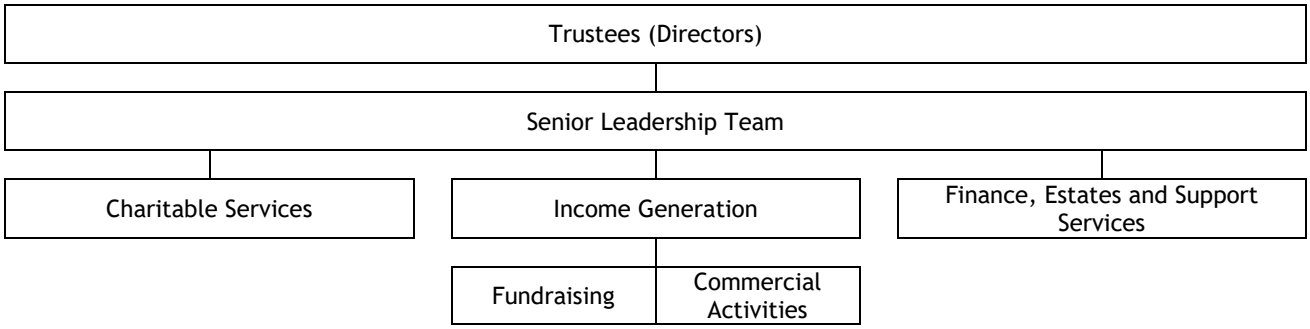
All Trustees are required to sign a Declaration of Eligibility for appointment and a Declaration of Interests. They are also required to follow a Hospice Code of Conduct for Trustees.

Policies adopted for the induction and training of trustees

The Charity has established a wide programme of support and training for Trustees and particularly new Trustee appointments including an induction pack providing guidance for Board members and attending induction meetings at the Hospice with relevant staff in order to gain an understanding of the activities of the Charity and guidance on the role and responsibilities of a Trustee. The Trustees are invited to attend an annual Charity Update Conference, they are also invited to training days at the Hospice and regular visits to the Hospice and the Charity's retail stores.

Organisational structure and decision making

The Charity operates from its Hospice based in Wakefield with a dedicated team of retail operatives throughout the Wakefield District. The high-level organisation is illustrated below:



The Board of Trustees are the ultimate decision makers for the Charity with day-to-day management delegated to the CEO and Senior Leadership Team. The Finance, Estates and Resources (FER) Committee (a formal committee of the Trustee Board) has delegated authority for the financial control, health and safety and staff and volunteers of the Charity.

The Board of Trustees meets on a quarterly basis. All meetings are minuted. In addition, the committee meetings are also held quarterly, prior to each of the main Board meetings.

Trustees are members of one or more subcommittees depending upon their interest and expertise, the Chair of Trustees may attend any committee meeting. Additionally, all Trustees are welcome at any subcommittee meeting.

The committee members during the year were:

- Clinical Governance and Quality: J G Milne (chair), A T Hamilton, B C T Browne, L E Clayton, B Ralph, P K Banwait and J-A Charalambous;
- Finance, Estates and Resources: R J Otter (chair), H J Hirst, N Bains-Williams, S C Black, A T Hamilton, B C T Browne and L D Bateman;
- Income Generation - Fundraising: C R Beck (chair), S C Black, A T Hamilton and A Gait;
- Income Generation – Commercial Activities: C R Beck (chair), M D Ashton, L D Bateman, C Kendall, B Ralph and P K Banwait.

Remuneration policy

Pay and benefits, including key management personnel remuneration, are set to recognise the value of the role and the level of responsibility. Pay and benefits are compared to benchmarks for similar roles in the charity sector and the level set based on the experience and skills required for the roles. The board has undertaken to maintain a total value proposition which enables the Charity to recruit and retain staff in a competitive healthcare market. During the year the Charity has also chosen to implement annual pay increases which reflects that recommended by the NHS pay body review. This resulted in an annual pay increase of 5% at 1st April 2023 (2022: 1.5%-9.3%).

Investment policy and performance

The Investment Policy has been reviewed in conjunction with the Reserves Policy and financial forecasting. The investment objective is to generate a positive return on the reserves net of all charges over the long term. The Trustees adopt an ethical investment policy and they are committed to ensure investments are actively managed by our Investment Managers to hold the companies they invest in on our behalf to account on a range of environmental, social and governance issues. The Trustees, in adopting an ethical investment policy, appreciate the underlying principle that their power of investment has to be used to further the purposes of the Charity and that those purposes will normally be best served by seeking the maximum return consistent with commercial prudence. The Trustees believe that their ethical policy can be consistent with this principle of seeking the best returns.

During the year the Charity changed its investment managers to LGT Wealth, who manage the amount of reserves that are invested in a small portfolio. The Charity's headline objective of the portfolio is for growth and the investment managers look to achieve this via a portfolio structure that aims for both income generation and long term capital growth. The overall performance of the investments during the year showed an increase of 4.1% (2023: decrease of 5.7%), which reflects the general market conditions over the period.

Trustees' responsibility statement

The Trustees (who are also directors of Wakefield Hospice for the purposes of company law) are responsible for preparing the Trustees' Annual Report including the Group Strategic Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group and the charitable company will continue in operation.

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

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

Disclosure of information to auditors

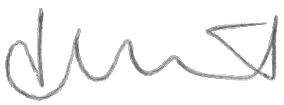
In so far as Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditors

The auditors, Armstrong Watson Audit Limited, have indicated their willingness to continue in office. A full review of audit provision is due to be carried out by the Trustees during the year ending 31 March 2025.

This report of the Trustees, incorporating the Strategic Report and the Directors' Report, was approved by the Board of Trustees on 11 November 2024 and signed on its behalf by:



Mrs H J Hirst - Chair of Trustees

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE

Opinion

We have audited the financial statements of Wakefield Hospice (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 March 2024 which comprise Consolidated Statement of Financial Activities, Consolidated Balance Sheet, Charity Balance Sheet, Consolidated Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice). In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 March 2024, and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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 responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

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

Other information

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE (continued)

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the strategic report and the directors' report.

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

- adequate and sufficient accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company's financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; 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 14, the trustees (who are also the directors of the parent charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor responsibilities for the audit of the financial statements

We have been appointed auditor under the Companies Act 2006 and report in accordance with the Act.

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

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

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations and in particular, adherence to CQC requirements;
- we identified the laws and regulations applicable to the Group and parent charitable company through discussions with trustees, directors and other management and review of appropriate industry knowledge;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the Group and the parent charitable company financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures as a risk assessment tool to identify any unusual or unexpected relationships;
- tested journal entries to identify any unusual transactions; and
- assessed whether judgements and assumptions made in determining the accounting estimates set out in note 3 were indicative of potential bias.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation; and
- enquiring of management as to actual and potential litigation and claims.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.
A further description of our responsibilities is available on the FRC's website at: https://www.frc.org.uk/auditors/audit-assurance/auditor-s-responsibilities-for-the-audit-of-the-fi/description-of-the-auditor%E2%80%99s-responsibilities-for. This description forms part of our auditor's report.

Use of our report

This report is made solely to charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Huw Nicholls (Senior Statutory Auditor)
For and on behalf of
Armstrong Watson Audit Limited
Chartered Accountants
Statutory Auditors
Leeds

Date: 12 November 2024

Wakefield Hospice

Consolidated Statement of Financial Activities
(including income and expenditure account)
For the year ended 31 March 2024

	Notes	2024 Unrestricted Funds	2024 Restricted Funds	2024 Total Funds	2023 Total Funds
Income:		£	£	£	£
Income from donations and legacies	4	**1,576,822**	**84,263**	**1,661,085**	1,175,459
Income from charitable activities	5	**1,555,996**	**-**	**1,555,996**	1,659,623
Income from other trading activities	6	**1,888,567**	**-**	**1,888,567**	1,665,017
Investment income	7	**94,726**	**-**	**94,726**	49,597
Total Income		**5,116,111**	**84,263**	**5,200,374**	4,549,696
Expenditure:					
Expenditure on raising funds	8	**2,127,681**	**-**	**2,127,681**	1,862,458
Expenditure on charitable activities	9	**3,343,468**	**69,713**	**3,413,181**	3,203,774
Total expenditure		**5,471,149**	**69,713**	**5,540,862**	5,066,232
Net gains on investments	15, 16	**32,957**	**-**	**32,957**	56,652
Gains on sale of fixed assets		**2,246**	**-**	**2,246**	-
Net (expenditure) / income		**(319,835)**	**14,550**	**(305,285)**	**(459,884)**
Transfers between funds	22	**-**	**-**	**-**	-
Net movement in funds		**(319,835)**	**14,550**	**(305,285)**	(459,884)
Reconciliation of funds:					
Total funds brought forward		**5,852,072**	**74,466**	**5,926,538**	6,386,422
Total funds carried forward	22	**5,532,237**	**89,016**	**5,621,253**	5,926,538

All income and expenditure relate to continuing activities. The consolidated statement of financial activities includes all gains and losses recognised in the year.

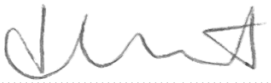
The notes on pages 22 to 36 form part of these financial statements.

Wakefield Hospice

Consolidated Balance Sheet at 31 March 2024

	Notes	2024	2024	2023	2023
		£	£	£	£
Fixed assets:					
Tangible fixed assets	14		**2,735,203**		2,782,235
Investment properties	15		**437,500**		423,500
Investments	16		**462,422**		444,075
			3,635,125		3,649,810
Current assets:					
Stocks	17	**8,775**		14,186	
Debtors	18	**1,136,469**		1,147,398	
Cash at bank and in hand		**1,297,234**		1,689,957	
		2,442,478		2,851,541	
Liabilities:					
Creditors falling due within one year	19	**(456,350)**		(574,813)	
Net current assets			**1,986,128**		2,276,728
Total net assets			**5,621,253**		5,926,538
The funds of the charity:					
Restricted income funds	22		**89,016**		74,466
Unrestricted funds	22		**5,532,237**		5,852,072
Total charity funds	22		**5,621,253**		5,926,538

Approved by the Trustees on 11 November 2024 and signed on their behalf by :



Mrs H J Hirst - Chair of Trustees

Company registration No: 02038416

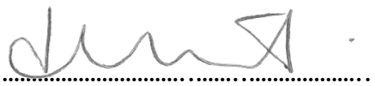
The notes on pages 22 to 36 form part of these financial statements.

Wakefield Hospice

Charity Balance Sheet at 31 March 2024

	Notes	2024	2024	2023	2023
		£	£	£	£
Fixed assets:					
Tangible fixed assets	14		**2,735,203**		2,782,235
Investment properties	15		**437,500**		423,500
Investments	16		**462,424**		444,077
			3,635,127		3,649,812
Current assets:					
Debtors	18	**1,141,028**		1,159,119	
Cash at bank and in hand		**1,288,143**		1,678,943	
		2,429,171		2,838,062	
Liabilities:					
Creditors falling due within one year	19	**(451,460)**		(569,751)	
Net current assets			**1,977,711**		2,268,311
Total net assets			**5,612,838**		5,918,123
The funds of the charity:					
Restricted income funds	22		**89,016**		74,466
Unrestricted funds	22		**5,523,822**		5,843,657
Total charity funds	22		**5,612,838**		5,918,123

Approved by the Trustees on 11 November 2024 and signed on their behalf by :



Mrs H J Hirst - Chair of Trustees

Company registration No: 02038416

The notes on pages 22 to 36 form part of these financial statements.

Wakefield Hospice

Consolidated Statement of Cash Flows

For the year ended 31 March 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Cash flows from operating activities:					
Net cash used in operating activities	**a**		**(374,073)**		(383,284)
Cash flows from investing activities:					
Dividends, interest and rents from investments		**94,726**		49,597	
Proceeds from the sale of property, plant and equipment		**12,260**		-	
Purchase of property, plant and equipment		**(126,246)**		(219,323)	
Proceeds from sale of investment properties		**-**		167,997	
Proceeds from sale of investments		**447,534**		51,780	
Purchase of investments		**(450,418)**		(47,453)	
Net cash (used in) / provided by investing activities			**(22,144)**		2,598
Change in cash and cash equivalents in the year			**(396,217)**		(380,686)
Cash and cash equivalents at the beginning of the year			**1,696,540**		2,077,226
Cash and cash equivalents at the end of the year	**b**		**1,300,323**		1,696,540

Notes to the statement of cash flows

a Reconciliation of net expenditure to net cash flow from operating activities

	2024 £	2023 £
Net expenditure for the year	**(305,285)**	(459,884)
Depreciation charges	**163,264**	147,060
Net gain on investments	**(32,957)**	(56,652)
Dividends, interest and rents from investments	**(94,726)**	(49,597)
Profit on the disposal of fixed assets	**(2,246)**	-
Decrease / (increase) in stocks	**5,411**	(6,704)
Decrease / (increase) in debtors	**10,929**	(170,408)
(Decrease) / increase in creditors	**(118,463)**	212,901
Net cash used in operating activities	**(374,073)**	(383,284)

b Analysis of cash and cash equivalents

	2024 £	2023 £
Cash at bank and in hand	**1,297,234**	1,689,957
Cash held as part of the investment portfolio	**3,089**	6,583
Total cash and cash equivalents	**1,300,323**	1,696,540

The notes on pages 22 to 36 form part of these financial statements.

1 Charitable status

The Company is a private company limited by guarantee registered in England and Wales and a registered Charity, number 518392. In the event of the Charity being wound up, the liability of each member is limited to £1. At 31 March 2024 there were 14 members. The address of the registered office is given in the Trustees and advisors section on page one of these financial statements. The financial statements are presented in Sterling (£), which is the functional currency of the Charity, and are rounded to the nearest £.

2 Accounting policies

a) Basis of preparation

The financial statements have been prepared under the historical cost convention, modified for the valuation of investments, which are shown at market value. The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.
Wakefield Hospice meets the definition of a public benefit entity under FRS 102.

b) Preparation of the accounts on a going concern basis

Preparation of the accounts is on a going concern basis. The trustees have again considered the impact of the ongoing cost of living crisis and the current economic and political climate and the potential impact on the charity's activities, beneficiaries, workforce and supply chain, as well as the wider economy. Whilst it is not considered practical to accurately assess the full impact this may have on the charity, the trustees are confident that they have in place plans to deal with any financial losses that may arise. The trustees do however recognise that uncertainty exists surrounding the duration and impact of the current economic pressures and hence there is inherent risk regarding the success and sustainability of these plans. The trustees also recognise that an increased level of statutory funding is critical to the long-term sustainability of the Charity and are confident that the statutory requirements of the Health and Care Act 2022 concerning the NHS provision for palliative care along with the stated aims of the NHS West Yorkshire ICB Chief Executive and the ongoing work between the West Yorkshire Hospices and the ICB to find a long-term sustainable funding model will provide the Charity with a pathway for an adequate level of funding. The Charity also have other certain mitigations in place and the trustees have concluded that the Charity remains a going concern whilst such viable options are available to it. The charity has no overdraft facility or other external loans, the Charity's forecasts and projections show that the Charity is able to operate without the need for external financing for at least 12 months from the date of approval of these financial statements. After making enquiries the Trustees have a confident expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future and for a period of at least 12 months from the date of approval of the financial statements. The Charity therefore continues to adopt the going concern basis of preparation for the accounts.

c) Income

Income, including government grant income, is recognised when the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured readily.
Income from contracts is recognised as services are provided and the Charity becomes legally entitled to the income.
Income from interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Group; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.
For legacies, entitlement is taken as the earlier of the date on which either: the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Charity has been notified of the executor's intention to make a distribution.
Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2 Accounting policies (continued)

c) Income (continued)

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects.

Gifts donated for resale are included as income when they are sold. Where the donated good is a fixed asset, it is measured at fair value, unless it is is impractical to measure this reliably, in which case the cost of the item to the donor is used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the Charity's accounting policies.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

d) Leases

Payments under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the life of the lease.

e) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

- Expenditure on raising funds comprise the costs of management of the investment portfolio and the running costs associated with properties not currently occupied by the Charity;
- Expenditure on charitable activities includes the costs associated with activities undertaken to further the purposes of the Charity and their associated support costs;
- Other expenditure represents those items not falling into any other heading.

f) Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include head office costs, finance, administration and governance costs which support the charities activities. These costs have been allocated to the services within expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 10.

g) Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

h) Basis of consolidation

The financial statements consolidate the accounts of Wakefield Hospice and the subsidiary undertaking, Wakefield Hospice Trading Limited.

The company has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its Statement of Financial Activities, including income and expenditure accounts.

The net expenditure for the year dealt with in the accounts of the charity was £305,285 (2023: £459,884).

i) Tangible fixed assets

The Charity capitalises all capital items costing £1,000 or more and are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition are included in the measurement of cost. At each reporting date the Group and Charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

2 Accounting policies (continued)

i) Tangible fixed assets (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

(i) Fixtures, fittings and equipment
Fixtures, fittings and equipment are depreciated at 20% per annum, on a straight-line basis using the cost less any estimated residual values.

(ii) *Motor vehicles*
Motor vehicles are depreciated at 25% per annum, on a straight-line basis.

(iii) Freehold property
Freehold buildings are depreciated at 2% per annum on a straight-line basis using the cost.

(iv) Leasehold improvements
Leasehold improvements are depreciated over the term of the lease.

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.
Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Consolidated Statement of Financial Activities.

j) Financial instruments

All of the charitable company's financial assets and financial liabilities are of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value, after any discounts. Non-basic financial instruments relate to investments, which are recognised at market value. Realised and unrealised gains and losses are released to the Statement of Financial Activities as they arise.

k) Investment properties

Investment properties are stated at a discounted fair value, as determined by the Trustees, with changes in discounted fair value being recognised in the Statement of Financial Activities. The properties are discounted by 5% where the properties were subject to a conventional Assured Shorthold Tenancy agreement and 30% for properties subject to Regulated Tenancy agreement.

l) Investments

Investments in subsidiaries are stated at cost. Other investments are stated at fair value with changes in fair value being recognised in the Statement of Financial Activities.

m) Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.
The value of donated goods are recognised at the point they are sold.

n) Debtors

Trade and other debtors are recognised at the settlement amount due, after any trade discount offered. Prepayments are valued at the amount prepaid, net of any trade discounts due.

o) Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition, or opening of the deposit, or similar account.

p) Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Accounting policies (continued)

q) Pensions

Defined contribution

The Charity operates a Group Personal Pension Plan. Contributions paid into this arrangement are charged to the Statement of Financial Activities in the year to which they relate.

Multi-employer plan

The Charity has been granted a direction status, which allows the charitable company's employers to remain in and contribute to the NHS pension scheme, an unfunded final salary scheme. The scheme is a multi-employer pension scheme, with contributions made by both the employer and employee. The charitable company is unable to identify its share of the underlying assets and liabilities of the scheme; the scheme is therefore accounted for as a defined contribution scheme in accordance with FRS 102. Employer contributions are recognised in the Statement of Financial Activities in the period to which they relate.
Where applicable, a liability is recognised for contributions arising from an agreement with the multi-employer plan that determines how the charity will fund a deficit. Contributions are discounted when they are not expected to be settled wholly within 12 months of the period end.

r) Fund accounting

Unrestricted : these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated : these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

Restricted : these are funds that can only be used for particular restricted purposes imposed by the donor or funder within the objects of the Charity.

3 Critical accounting estimates and areas of judgement

Preparation of the financial statements requires the Trustees to make significant judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. These estimates and assumptions are based on historical experience and other factors that are considered to be relevant. The items in the financial statements where these judgements, estimates and assumptions have been made include:

Valuations and useful economic lives of fixed assets

In assessing the carrying value of assets, the Trustees have used their judgement in selecting suitable valuation methods and inputs and in estimating the useful economic lives (UELs) of assets. UELs have been reviewed, with no changes being made in the year.

Valuation of investment properties

The investment properties are valued as at 31 March 2024 by Simon Kendall MNAEA of Richard Kendall Estate Agent, based on vacant possession values. The valuations were further discounted by 30% for properties subject to Regulated Tenancy agreement. No properties were unlet at the time of the valuation. There have been no changes in the types of Tenancy since the date of valuation. The Trustees regard these values as fair valuations of the properties at 31 March 2024.

Bad debt provision

The Group and the charitable company makes an estimate of the recoverable value of trade and other debtors. When assessing impairment of trade and other debtors, management considers factors including the current credit rating of the debtor, the ageing profile of debtors and historical experience. See note 18 for the net carrying amount of the debtors and associated impairment provision.

Provisions

Provisions are recognised at the balance sheet date at the Trustees' best estimate of the expenditure required to settle the present obligation. The carrying amounts of provisions are reviewed annually and adjusted in light of any new information. No provisions were held at the year end.

Contingent liabilities

In assessing whether there are any contingent liabilities present the Trustees' have used their best estimate to ascertain possible but uncertain obligations and present obligations that are not recognised because they are not more likely than not to occur and / or the amount of the obligation cannot be estimated readily.

4 Donations and legacies

	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total Funds £	2023 Total Funds £
Donations and gifts	**413,314**	**-**	**413,314**	404,603
Gift Aid	**84,314**	**-**	**84,314**	68,102
Legacies	**1,002,359**	**-**	**1,002,359**	585,046
Other Grants	**76,835**	**84,263**	**161,098**	117,708
	1,576,822	**84,263**	**1,661,085**	1,175,459

Income from donations and legacies was £1,661,085 (2023: £1,175,459) of which £1,576,822 was unrestricted (2023: £1,151,980) and £84,263 was restricted (2023: £23,479).

5 Analysis of income from charitable activities

	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total Funds £	2023 Total Funds £
CCG grant for specialist care	**1,344,374**	**-**	**1,344,374**	1,533,462
Education	**90,704**	**-**	**90,704**	74,208
Other grants and claims	**18,130**	**-**	**18,130**	-
Sundries & expenditure recharges	**102,788**	**-**	**102,788**	51,953
	1,555,996	**-**	**1,555,996**	1,659,623

Income from charitable activities was £1,555,996 (2023: £1,659,623) of which £1,555,996 was unrestricted (2023: £1,659,623) and £nil was restricted (2023: £nil).

6 Analysis of income from other trading activities

	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total Funds £	2023 Total Funds £
Fundraising and other activities	**642,946**	**-**	**642,946**	610,104
Retail income	**1,056,871**	**-**	**1,056,871**	928,880
Lottery	**94,134**	**-**	**94,134**	72,081
General income	**61,814**	**-**	**61,814**	22,168
Trade from Wakefield Hospice Trading Limited	**32,802**	**-**	**32,802**	31,784
	1,888,567	**-**	**1,888,567**	1,665,017

Income from other trading activities was £1,888,567 (2023: £1,665,017) of which £1,888,567 was unrestricted (2023: £1,665,017) and £nil was restricted (2023: £nil).

7 Investment income

	2024 Unrestricted Funds £	2024 Restricted Funds £	2024 Total Funds £	2023 Total Funds £
Income from investment properties	**20,470**	**-**	**20,470**	23,643
Income from listed investments	**11,524**	**-**	**11,524**	12,199
Interest receivable	**62,732**	**-**	**62,732**	13,755
	94,726	**-**	**94,726**	49,597

Investment income was £94,726 (2023: £49,597) of which £94,726 was unrestricted (2023: £49,597) and £nil was restricted (2023: £nil).

8 Analysis of expenditure on raising funds

	Activities undertaken directly £	Support Costs (see note 10) £	2024 Total £	2023 Total £
Fundraising				
Wages and salaries	**323,660**	**130,900**	**454,560**	447,968
Depreciation	**-**	**5,208**	**5,208**	4,894
Other costs	**216,565**	**37,460**	**254,025**	239,803
	540,225	**173,568**	**713,793**	692,665
Retail				
Wages and salaries	**749,014**	**134,783**	**883,797**	731,106
Expenditure of Wakefield Hospice Trading Limited	**28,073**	**-**	**28,073**	20,063
Depreciation	**-**	**28,216**	**28,216**	20,147
Other costs	**368,881**	**40,944**	**409,825**	349,707
	1,145,968	**203,943**	**1,349,911**	1,121,023
Other expenditure on raising funds				
Investment management fees	**9,335**	**-**	**9,335**	10,071
General income costs	**2,316**	**-**	**2,316**	13,705
	11,651	**-**	**11,651**	23,776
Governance (see note 10)	**-**	**52,326**	**52,326**	24,994
	1,697,844	**429,837**	**2,127,681**	1,862,458

Expenditure on raising funds was £2,127,681 (2023: £1,862,458) of which £2,127,681 was unrestricted (2023: £1,862,458) and £nil was restricted (2023: £nil).

9 Analysis of expenditure on charitable activities

	Activities undertaken directly £	Support Costs (see note 10) £	2024 Total £	2023 Total £
Hospice inpatient unit, day care and carer support				
Wages and salaries	**2,441,359**	**291,349**	**2,732,708**	2,574,171
Depreciation	**-**	**129,839**	**129,839**	122,019
Other costs	**319,982**	**92,013**	**411,995**	402,889
	2,761,341	**513,201**	**3,274,542**	3,099,079
Education				
Wages and salaries	**138,639**	**-**	**138,639**	104,695
	138,639	**-**	**138,639**	104,695
	2,899,980	**513,201**	**3,413,181**	3,203,774

Expenditure on charitable activities was £3,413,181 (2023: £3,203,774) of which £3,343,468 was unrestricted (2023: £3,175,072) and £69,713 was restricted (2023: £28,702).

10 Analysis of governance and support costs

The Charity initially identifies the costs of its support functions, which represent central administration costs. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs are apportioned between the activities undertaken as shown below.

	General Support £	Governance Function £	Total £	Basis of apportionment
Audit and accountancy	**-**	**11,700**	**11,700**	Governance
Legal fees	**-**	**6,308**	**6,308**	Governance
Other professional fees	**-**	**26,154**	**26,154**	Governance
Other governance expenditure	**-**	**8,164**	**8,164**	Governance
Finance and administration salaries, wages and related costs	**557,032**	**-**	**557,032**	Allocated on total revenue, total expenditure and number of employees
Finance and administration other expenditure	**82,786**	**-**	**82,786**	Allocated on total revenue, total expenditure and number of employees
IT costs	**42,065**	**-**	**42,065**	Allocated on number of employees
Depreciation	**163,264**	**-**	**163,264**	Allocated on total assets
Other support costs	**45,565**	**-**	**45,565**	Allocated on total revenue & total expenditure
	890,712	**52,326**	**943,038**	

11 Net expenditure for the year

	2024 £	2023 £
This is stated after charging:		
Depreciation	**163,264**	147,060
Auditor's remuneration:		
For the provision of audit services to the group	**11,600**	11,100
For the provision of taxation advisory services not included above	**4,300**	200

12 Analysis of staff costs

	2024	2023
	£	£
Wages and salaries	**3,667,625**	3,389,815
Social security costs	**336,650**	304,920
Contribution to defined contribution pension schemes	**205,428**	163,206
	4,209,703	3,857,941

The number of employees whose emoluments (excluding employer pension costs) fell within the following bands is set out below:

£60,000 - £70,000	**1**	-
£70,000 - £80,000	**1**	3
£80,000 - £90,000	**2**	-
£100,000 - £110,000	**1**	1

13 Staff numbers, Trustee remuneration and expenses and the cost of key management personnel

The average monthly head count during the year was as follows:

	2024	2023
Hospice inpatient unit, day therapy and patient support	**79**	74
Fundraising	**13**	10
Retail	**27**	26
Administration	**18**	17
	137	127

The Charity Trustees were not paid and did not receive any other benefits from employment with the Charity in the year (2023: £nil) neither did they receive payment for professional or other services supplied to the Charity (2023: £nil). No expenses were reimbursed to Trustees during the year (2023: £nil) in respect of out of pocket travel expenses.

The key management personnel comprises the Trustees and the Senior Leadership Team. The total cost of the key management personnel of the group during the year was £431,538 (2023: £357,607).

14 Tangible fixed assets

Group and Charity	Freehold property and improvements	Leasehold property and improvements	Fixtures, fittings and equipment	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2023	3,572,363	152,503	857,042	29,085	4,610,993
Disposals	-	-	(12,306)	-	(12,306)
Additions	-	6,930	96,321	22,995	126,246
At 31 March 2024	**3,572,363**	**159,433**	**941,057**	**52,080**	**4,724,933**
Depreciation					
At 1 April 2023	1,019,936	123,925	660,860	24,037	1,828,758
Disposals	-	-	(2,292)	-	(2,292)
Charge for the year	71,447	13,490	74,479	3,848	163,264
At 31 March 2024	**1,091,383**	**137,415**	**733,047**	**27,885**	**1,989,730**
Net Book Value					
At 31 March 2024	**2,480,980**	**22,018**	**208,010**	**24,195**	**2,735,203**
At 31 March 2023	2,552,427	28,578	196,182	5,048	2,782,235

15 Investment properties

Group and Charity	Freehold investment property 2024 £	2023 £
Valuation at beginning of year	**423,500**	513,002
Disposal proceeds	**-**	(167,997)
Gains / (losses) on disposal	**-**	12,997
Surplus on revaluation	**14,000**	65,498
Valuation at end of year	**437,500**	423,500

The investment properties were valued by Trustees as at 31 March 2024, based on a valuation provided as at 31 March 2024 by Simon Kendall MNAEA of Richard Kendall Estate Agent, based on vacant possession values. The valuations were discounted by 30% where the properties were subject to a Regulated Tenancy agreement. No properties were unlet at the time of the valuation (2023: none). There have been no changes in type of tenancy since the date of valuation. The Trustees regard these values as fair valuations of the properties at 31 March 2024.

16 Investments

Group	Listed investments 2024 £	2023 £
Valuation at beginning of year	**444,075**	471,121
Additions	**450,418**	47,453
Disposals	**(447,534)**	(51,780)
Net movement in deposits	**(3,494)**	(876)
Net investment gains	**18,957**	(21,843)
Valuation at end of year	**462,422**	444,075

Charity	Investments in subsidiary companies £	Listed investments £	Total 2024 £	2023 £
Valuation at beginning of year	**2**	**444,075**	**444,077**	471,123
Additions	**-**	**450,418**	**450,418**	47,453
Disposals	**-**	**(447,534)**	**(447,534)**	(51,780)
Net movement in deposits	**-**	**(3,494)**	**(3,494)**	(876)
Net investment gains	**-**	**18,957**	**18,957**	(21,843)
Valuation at end of year	**2**	**462,422**	**462,424**	444,077
Historical cost at end of year	**2**	**434,654**	**434,656**	401,301

Listed investments are those listed on a recognised stock exchange or are held in units of common investment funds where the values are calculated by reference to investments quoted on a recognised stock exchange.

Principal subsidiaries

The following was a subsidiary undertaking of the Charity:

Name	Company number	Registered in	Principal activity
Wakefield Hospice Trading Limited	02768457	England	Trading Subsidiary

Class of shares	Holding	Included in consolidation
Ordinary	100%	Yes

The financial results of the subsidiary for the year were:

Name	Income £	Expenditure £	Profit for the year £	Net assets £
Wakefield Hospice Trading Limited	**32,802**	**28,073**	**4,729**	**8,417**

17 Stocks

Group	2024 £	2023 £
Finished goods and goods for resale	**8,775**	14,186

18 Debtors

	Group 2024 £	Group 2023 £	Charity 2024 £	Charity 2023 £
Trade debtors	**107,762**	307,156	**107,762**	307,156
Amounts owed by group undertakings	**-**	-	**4,729**	11,721
Prepayments and accrued income	**1,001,529**	810,689	**1,001,529**	810,689
Other debtors	**27,178**	29,553	**27,008**	29,553
	1,136,469	1,147,398	**1,141,028**	1,159,119

19 Creditors: Amounts falling due within one year

	Group 2024 £	Group 2023 £	Charity 2024 £	Charity 2023 £
Trade creditors	**123,558**	150,395	**123,039**	149,942
Accruals	**142,062**	313,813	**137,691**	309,664
Deferred income (see note 20)	**76,235**	9,377	**76,235**	9,377
Other taxation and social security	**76,471**	64,940	**76,471**	64,480
Other creditors	**38,024**	36,288	**38,024**	36,288
	456,350	574,813	**451,460**	569,751

20 Deferred income

	Group 2024 £	Group 2023 £	Charity 2024 £	Charity 2023 £
Balance as at 1 April 2023	**9,377**	23,156	**9,377**	23,156
Amount released to income from prior periods	**(9,377)**	(23,156)	**(9,377)**	(23,156)
Amount deferred in year	**76,235**	9,377	**76,235**	9,377
Balance as at 31 March 2024	**76,235**	9,377	**76,235**	9,377

Deferred income comprises monies received in advance for future events and from licence fees, for which the income is spread over the period of the licences.

21 Financial instruments

Group

Financial assets	2024 £	2023 £
Financial assets measured at fair value through income and expenditure account	**899,922**	867,575
Financial assets measured at amortised cost	**1,432,174**	2,026,666
	2,332,096	2,894,241
Financial liabilities		
Financial liabilities measured at amortised cost	**303,644**	500,496
	303,644	500,496

21 Financial instruments (continued)

Charity

	2024	2023
Financial assets	**£**	£
Financial assets measured at fair value through income and expenditure account	**899,924**	867,577
Financial assets measured at amortised cost	**1,427,642**	2,027,373
	2,327,566	2,894,950
Financial liabilities		
Financial liabilities measured at amortised cost	**298,754**	495,894
	298,754	495,894

Financial assets measured at fair value through income and expenditure comprise investment properties and investments.
Financial assets measured at amortised cost comprise cash and cash equivalents, trade and other debtors.
Financial liabilities measured at amortised cost comprise trade and other creditors and accruals.

22 Funds

	Balance at 1 April 2023	**Income**	**Expenditure**	**Transfers**	**Gains and losses**	**Balance at 31 March 2024**
	£	**£**	**£**	**£**	**£**	**£**
Restricted Funds						
Restricted funds	74,466	84,263	(69,713)	-	-	**89,016**
Unrestricted Funds						
Designated funds:						
Capital fund	3,382,235	113,986	(163,264)	(600,000)	2,246	**2,735,203**
General funds	2,469,837	5,002,125	(5,307,885)	600,000	32,957	**2,797,034**
Total Unrestricted Funds	5,852,072	5,116,111	(5,471,149)	-	35,203	**5,532,237**
	5,926,538	5,200,374	(5,540,862)	-	35,203	**5,621,253**

Restricted Funds

These are comprised of donations and grants made to the hospice for a specific purpose. Most of the restricted funds have been used with some remaining balance to be carried forward to be spent in the following year which include:

- Nadezda Foundation - child bereavement - £22,049
- Rathbone - McLay - Dementia Namaste - £14,558
- Morrisons Foundation - ward equipment / laptops - £6,520
- West Yorkshire Mayoral Fund - 999reUnite project - £5,884
- Scissett Working Mens Club - ward equipment - £5,219
- Other funds have been donated / granted by various donors for a specific purchase or use that has been stated by the donor / grant funder - £34,786

Designated Funds

Capital Fund

This fund represents the depreciated value of the tangible assets which can not be disposed of without limiting the scope of the Charity's activities and an amount for future capital spend as agreed by Trustees.

Transfers

Transfers during the year relate to the release to general funds of an amount that had previously been designated for capital spend.

23 Analysis of net assets between funds

	Fixed Assets	Investment Properties	Investments	Net Current Assets	Total
	£	£	£	£	£
Restricted funds	-	-	-	89,016	**89,016**
Unrestricted funds:					
Designated funds	2,735,203	-	-	-	**2,735,203**
General funds	-	437,500	462,422	1,897,112	**2,797,034**
	2,735,203	437,500	462,422	1,986,128	**5,621,253**

24 Pension commitments

Employees of the Charity are entitled to join either the NHS Pension Scheme (eligible employees only), or the Wakefield Hospice Pension Plan.

NHS Pension Scheme

Eligible employees are able to remain in the NHS Pension Scheme as if they were still in the employment of an employing authority. The NHS pension scheme is an unfunded occupational pension scheme backed by the Exchequer, which is open to all NHS employees and employees of approved organisations. The scheme provides pensions, in varying circumstances for employees of participating employers. The scheme receives contributions from employers and employees to defray the costs of pensions and other benefits. The scheme is subject to a full actuarial valuation every four years and an accounting valuation every year. Details of benefits payable, and the basis for valuations under these provisions can be found on the NHS Pension website at www.nhsbsa.nhs.uk/nhs-pensions. The scheme is accounted for as a multi-employer scheme under the Charity SORP (FRS102) and, as no surplus or deficit is able to be identified and allocated to the separate employer, the contributions have been accounted for as a defined contribution scheme and no share of the surplus or deficit included in these financial statements.
Employer contributions were 14.38% of pensionable pay and employee contributions were in the range of 5.1% to 12.5% of pensionable pay. In the year ended 31 March 2024, the charity made contributions to the NHS Pension Scheme totalling £119,876 (2023: £96,940). Contributions of £17,146 were payable at 31 March 2024 (2023: £15,331).

Other Pension Schemes

Other employees are entitled to join the Aviva - Wakefield Hospice Pension Plan, which is a defined contribution scheme with an option for salary sacrifice by the employee. The basic contribution rates for this scheme are between 3% to 4% of pensionable pay for the employer and between the ranges of 5% to 31.22% of pensionable pay for the employee. New employees are auto-enrolled, if eligible, into this scheme. In the year ending 31 March 2024, the charity paid net employer contributions to the Aviva scheme totalling £85,660 (2023: £65,524). Contributions of £19,980 were payable at 31 March 2024 (2023: £20,947).

25 Commitments under operating leases

Group and Charity

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2024	2023
	£	£
Within one year	**163,215**	108,769
Within two to five years	**291,116**	250,058
Over five years	**46,734**	59,915
	501,065	418,742

26 Capital commitments

There were no capital commitments at 31 March 2024 (2023: £nil)

27 Related party transactions

Advantage has been taken of the exemption in FRS 102 ('The Financial Reporting Standard applicable in the UK and Republic of Ireland') from the requirement to disclose the transaction with group companies on the grounds that they are wholly owned.

28 Statement of financial activities comparative note

	2024 Total Funds £	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £
Income:				
Income from donations and legacies	**1,661,085**	1,151,980	23,479	1,175,459
Income from charitable activities	**1,555,996**	1,659,623	-	1,659,623
Income from other trading activities	**1,888,567**	1,665,017	-	1,665,017
Investment income	**94,726**	49,597	-	49,597
Total Income	**5,200,374**	4,526,217	23,479	4,549,696
Expenditure:				
Expenditure on raising funds	**2,127,681**	1,862,458	-	1,862,458
Expenditure on charitable activities	**3,413,181**	3,175,072	28,702	3,203,774
Total expenditure	**5,540,862**	5,037,530	28,702	5,066,232
Net gains on investments	**32,957**	56,652	-	56,652
Gains on sale of fixed assets	**2,246**	-	-	-
Net expenditure	**(305,285)**	(454,661)	(5,223)	(459,884)
Transfers between funds	**-**	35,000	(35,000)	-
Net Movement in Funds	**(305,285)**	(419,661)	(40,223)	(459,884)
Reconciliation of funds:				
Total funds brought forward	**5,926,538**	6,271,733	114,689	6,386,422
Total funds carried forward	**5,621,253**	5,852,072	74,466	5,926,538

29 Analysis of expenditure on raising funds comparative note

	2024 Total £	Activities undertaken directly £	Support Costs (see note 31) £	2023 Total £
Fundraising				
Wages and salaries	**454,560**	312,064	135,904	447,968
Depreciation	**5,208**	-	4,894	4,894
Other costs	**254,025**	205,567	34,236	239,803
	713,793	517,631	175,034	692,665
Retail				
Wages and salaries	**883,797**	586,455	144,651	731,106
Expenditure of Wakefield Hospice Trading Limited	**28,073**	20,063	-	20,063
Depreciation	**28,216**	-	20,147	20,147
Other costs	**409,825**	306,997	42,710	349,707
	1,349,911	913,515	207,508	1,121,023
Other expenditure on raising funds				
Investment management fees	**9,335**	10,071	-	10,071
General income costs	**2,316**	13,705	-	13,705
	11,651	23,776	-	23,776
Governance	**52,326**	-	24,994	24,994
	2,127,681	1,454,922	407,536	1,862,458

30 Analysis of expenditure on charitable activities comparative note

	2024 Total £	Activities undertaken directly £	Support Costs (see note 31) £	2023 Total £
Hospice inpatient unit, day care and carer support				
Wages and salaries	**2,732,708**	2,229,967	344,204	2,574,171
Depreciation	**129,839**	-	122,019	122,019
Other costs	**411,995**	296,303	106,586	402,889
	3,274,542	2,526,270	572,809	3,099,079
Education				
Wages and salaries	**138,639**	104,695	-	104,695
	138,639	104,695	-	104,695
	3,413,181	2,630,965	572,809	3,203,774

31 Analysis of governance and support costs comparative note

	General Support £	Governance Function £	Total £	Basis of apportionment
Audit and accountancy	**-**	**7,150**	**7,150**	Governance
Legal fees	**-**	**11,420**	**11,420**	Governance
Other professional fees	**-**	**2,281**	**2,281**	Governance
Other governance expenditure	**-**	**4,143**	**4,143**	Governance
Finance and administration salaries, wages and related costs	**624,759**	**-**	**624,759**	Allocated on total revenue, total expenditure and number of employees
Finance and administration other expenditure	**73,827**	**-**	**73,827**	Allocated on total revenue, total expenditure and number of employees
IT costs	**66,514**	**-**	**66,514**	Allocated on number of employees
Depreciation	**147,060**	**-**	**147,060**	Allocated on total assets
Other support costs	**43,191**	**-**	**43,191**	Allocated on total revenue & total expenditure
	955,351	**24,994**	**980,345**	

32 Funds comparative note

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Gains and losses £	Balance at 31 March 2023 £
Restricted Funds						
Restricted funds	114,689	23,479	(28,702)	(35,000)	-	**74,466**
Unrestricted Funds						
Designated funds:						
Capital fund	3,309,972	219,323	(147,060)	-	-	**3,382,235**
General funds	2,961,761	4,306,894	(4,890,470)	35,000	56,652	**2,469,837**
Total Unrestricted Funds	6,271,733	4,526,217	(5,037,530)	35,000	56,652	**5,852,072**
	6,386,422	4,549,696	(5,066,232)	-	56,652	**5,926,538**

33 Analysis of net assets between funds comparative note

	Fixed Assets	Investment Properties	Investments	Net Current Assets	Total
	£	£	£	£	£
Restricted funds	-	-	-	74,466	**74,466**
Unrestricted funds:					
Designated funds	2,782,235	-	-	600,000	**3,382,235**
General funds	-	423,500	444,075	1,602,262	**2,469,837**
	2,782,235	423,500	444,075	2,276,728	**5,926,538**

WAKEFIELD HOSPICE

England & Wales - Charity number 518392

Accounts

WAKEFIELD HOSPICE

SHARING THE CARE IN THE COMMUNITY

WAKEFIELD HOSPICE

(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2023

Charity Number: 518392
Company Number: 02038416

Wakefield Hospice

Trustees' Report and Financial Statements
For the year ended 31 March 2023

Contents

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisors	1
Chair's Statement	2
Report of the Trustees (incorporating the strategic report)	3 - 13
Independent Auditor's Report	14 - 17
Consolidated Statement of Financial Activities (including income and expenditure account)	18
Consolidated Balance Sheet	19
Charity Balance Sheet	20
Consolidated Statement of Cash Flows	21
Notes to the Financial Statements	22 - 36

Wakefield Hospice

Reference and Administrative Details of the Charity, its Trustees and Advisors
For the year ended 31 March 2023

Name of Company:	Wakefield Hospice
Registered Address:	Aberford Road Wakefield WF1 4TS
Status:	Company Limited by Guarantee and a Registered Charity
Company Registration No:	02038416
Charity Registration No:	518392

The Trustees constitute Directors of the Charity for the purpose of the Companies Act 2006 and the Trustees are the officials of the Charity for the purpose of the Charities Act 1993. The following members were in office during the year ended 31 March 2023:

A P Howatson (Chair)
H J Hirst (Vice Chair)
G W Cattell (Vice Chair) (resigned 30 September 2022)
D J Martindale (resigned 12 December 2022)
M D Ashton
N Bains-Williams
S C Black (resigned 9 August 2023)
M L Denby (resigned 16 June 2022)
C J Phillips (resigned 25 November 2022)
R J Otter
A T Hamilton
B C T Browne
L E Clayton
J G Milne
L D Bateman (appointed 12 December 2022)
C R Beck (appointed 12 December 2022)
A Gait (appointed 12 December 2022)
C Kendall (appointed 12 December 2022)
B Ralph (appointed 12 December 2022)

Company Secretary:	A C Beedle
Senior Executives:	T R Turner - Chief Executive Dr E Lowe - Medical Director H M Knowles - Director of Fundraising and Retail Operations J Millard - Director of Clinical Services A C Beedle - Director of Finance Estates and Resources
Independent Auditor:	Armstrong Watson Audit Limited Third Floor, 10 South Parade Leeds LS1 5QS
Bankers:	Royal Bank of Scotland plc PO Box 4862 5 Church Street Sheffield S2 9EQ
Investment Managers:	Brewin Dolphin Fourth Floor, 10 Wellington Place Leeds LS1 4AN

Wakefield Hospice

Chair's Statement

For the year ended 31 March 2023

Dear friends, colleagues, supporters, volunteers, patrons and ambassadors,

I am pleased to introduce to you the Trustees' Report and Financial Statements for Wakefield Hospice for the financial year ended 31st March 2023.

In this world of 'living with Covid', after the previous two years which I described as both challenging and pressured, it would seem that further demands are being made on the economy which impacts on all of us here at Wakefield Hospice.

With this ongoing economic uncertainty and strained international relations in various parts of the world, the cost-of-living increase has been a further pressure for us to deal with and factor into our plans.

In the context of growing demand for our services, the hospice teams have all been working incredibly hard to control costs, review services and develop new funding streams. Yet, despite this we have remained true to our values of aspirational, caring and professional.

During the year we said a very fond farewell to two of our long-serving trustees: David Martindale and Guy Cattell (Vice Chair). They both gave significant input to the Hospice Board in their respective areas of expertise - estates (David) and retail (Guy) - for which we were all most grateful.

Following a remarkably successful recruitment campaign we also welcomed six new trustees: Pam Banwait, Laura Bateman, Chris Beck, Amanda Gait, Claire Kendall and Brandon Ralph.

This will be my final statement as Chair because I will be stepping down at the Annual Meeting in December, after serving the maximum term permissible (nine years as a trustee and the past three years as Chair).

I am delighted that a local person, my friend and colleague, Helen Hirst, (the current Vice-chair) has been appointed Chair-designate and will take over as the new Chair at the Annual Meeting. Helen will be an amazing ambassador for Wakefield Hospice and her local credentials will stand her in good stead, and I wish her every success in the role.

I remain enormously proud of Wakefield Hospice and its amazing team of staff, trustees, volunteers and supporters who keep the show on the road every day of the year.

Finally, I would like to thank everyone for their continued support over the past year and, despite the uncertain economic outlook at the time of writing, I look forward with much hope for a brighter future for Wakefield Hospice and our partners across the broader health and care system.

Kindest regards,

Paul Howatson

Chair of Trustees

The Trustees present their annual report together with the audited financial statements of Wakefield Hospice for the year ended 31 March 2023. The reference and administrative details set out on page 1 forms part of this report.

Objectives and Activities

Objectives

The primary charitable object of the Charity, as set out in the Articles of Association, is to promote the relief of sickness and the welfare of the terminally ill in the area of Wakefield and district in such ways as the Trustees shall from time to time think fit.

The Mission, Vison, and Values of the Hospice and the strategic delivery of these are reviewed and refreshed on an ongoing basis and continue to articulate the ethos and direction of the organisation as follows:

Mission:

- **Work in partnership** with the wider community;
- Ensure that our care will help to **reduce the impact of health inequalities**;
- **Develop the provision of expert, accessible care** for local people & families living with life-limiting conditions.

Vision:

To help more people living with life-limiting illness, improving patient experience and supporting their loved ones.

Values: We are **Caring**; We are **Professional**; We are **Aspirational**.

These values underpin all that our charity aspires to and shape our external and internal behaviour.

Strategic Intention:

To **sustain and grow** the Wakefield Hospice contribution to the care and support of our diverse community: to demonstrate a consistently **inclusive approach**, and to support the **wellbeing** of staff and volunteers.

Four Pillars of our Strategy:

- People & Culture: **Invest** in the workforce; **Maximise** the potential of volunteers; **Engage** with children and young people; **Build** the 'one team' culture
- Sustainability: **Protect** the core service; **Invest** to drive the strategy; **Develop** new income streams; **Support** the 'green' agenda.
- Service Provision: **Articulate** the clinical vision; **Extend** our reach and impact; **Increase** the education offering; **Address** health inequalities.
- Digital & Data: **Rationalise/integrate** the IT infrastructure; **Revise** the processes; **Support** intelligent analysis to leverage relationships; **Access** live data to measure our impact.

Foundations of our delivery: Governance and Leadership; Collaboration and Communication; Inclusion and Equalities.

Activities

The principal activity of the Charity is the Provision of the highest level of symptom management and care for people who have advanced active, progressive and life threatening illness, through the provision of a Specialist Palliative Care Team.

The Hospice endorses a holistic approach in promoting quality of life for patients as well as providing the continuing support that is offered to families and carers.

Fundraising

Wakefield Hospice is registered with the Fundraising Regulator and we, along with all fundraising partner organisations are committed to meeting the standards set out in the Code of Funding Practice: www.fundraisingregulator.org.uk/code

Fundraisers are provided with regular training and support to ensure that these standards are continually maintained and there have been no failures to comply with fundraising standards during the year.

Fundraising activity and overall strategy is regularly addressed by the Board of Trustees. The Board recognises their responsibilities and are committed to acting appropriately and compassionately when engaging with vulnerable or potentially vulnerable people.

Volunteers and supporters

It is fair to say that as a small organisation, supported in the main by the charitable funding contribution of our community, we would be unable to sustain services without the ongoing support and endeavours of our many volunteers.

This diverse and experienced group of people, young and old, and representing all perspectives of our community, contribute their expertise and their time on a regular and ongoing basis. Their seemingly limitless efforts support our hospice, and hence our wider community, in many different ways.

Some attend on a daily or weekly basis, offering reliable and cheerful support to patients and families, and indeed to the paid workforce to sustain their efforts.

All areas and aspects of the hospice delivery are supported in some way or another by the gift of time and energy from our volunteers, and we are able to benefit from a vast range of skills and a whole diverse collection of views, opinions and perspectives. It is this rich diversity of contribution which enables the hospice to function as it does: quite apart from the enormous monetary value of the gift of freely given time, and the practical support to sustain services, we are better able to understand and integrate with our local community through this direct connection.

Across all our hospice services, clinical and non clinical, our army of volunteers contributed over 46,000 hours of time this year, generously supporting the work of our teams and adding inestimably to the care of our patients.

All clinical services, those provided on the in patient unit, those in day services, and those new and currently limited out of hospice services, all benefit enormously from the gentle and well-informed care and support of volunteers, some of them retired and bringing many years of clinical and professional expertise from their previous career.

All departments in support of back office functions, are based on a model which involves paid staff members supported by volunteers to maintain capacity.

Our lovely gardens are maintained almost exclusively by a combination of corporate volunteer teams, Ministry of Justice teams, Social Enterprise, and a host of individuals who come rain or shine to keep the gardens looking beautiful for patients and families to enjoy.

In terms of our income generation initiatives, including fundraising, events, retail and business enterprise, we simply couldn't manage without the massive support of our volunteers; those who come every day, and those who support specific annual events.

Our volunteers are the life blood of the hospice, and we make enormous efforts to value and appreciate them, and we are always endeavouring to build a team whose diversity reflects that of our local community, in terms of age, ethnic heritage, ability and background.

Our new strategy is beginning to reap the rewards associated with time and focussed attention spent on understanding the needs of volunteers, of targeted efforts to attract and recruit individuals who may not previously have considered the hospice, and to train and retain those stalwarts who may have given many years of service to the hospice.

Public benefit

The Trustees confirm they have complied with the requirement in Section 17 of the Charities Act 2011, to have due regard to public benefit in determining the activities undertaken by the Charity. The Trustees can also confirm that they have given due regard to the Charity Commission's guidance on public benefit. As a charity, we are keen to emphasis the public benefit that we believe our work provides.

Our recent recruitment into 'out of hospice' service developments, and to understanding the cultural and faith based requirements of our wider communities, has begun to show a positive impact this year. Prior to the pandemic our Day Therapy Unit (The Seymour Suite) was a well-used and popular venue for our 'drop in' support to patients and families, and to those who are recently bereaved.

Recent additions to the team have enabled us to reach out to even more people in our community, and to link with other organisations and representatives of community groups, to enable and ensure the development of a range of provision.

The successful extension of our Dementia day care services has been very well-received by individuals, their families and carers, and indeed by other health and social care professionals. The opening of a second day of provision extended the support not only to those living with mild to moderate dementia, but also those with a more advanced form of the condition, enabling loved ones a day of respite from an often difficult challenge.

Our educational expertise has been put to good use in extending the range of skills available to those who may not attend the hospice, but whose end of life experience could be improved, for example those resident in the care home sector. In any given year, around half the expected deaths in the locality will be care home residents, some of whom will be hospitalised inappropriately, and all benefit from the extended skill set of a specialist and well trained practitioner.

Achievements and Performance

It was always acknowledged that the year to 31 March 2023 would be challenging in every respect. The whole country faced the many difficulties associated with post pandemic health and social care, all charities struggled with the impact that the economic crisis had on fundraising and most small organisations felt the impact on the workforce of sustained ill health and high demand.

In October 2022, the Board of trustees reviewed the growth plan set the previous year, and in the context of the stressors identified above, determined to continue with their strategic intentions, holding fast to their conviction that reaching out to more people with extended services and support, would lead to greater statutory income as well as additional charitable funds.

Services were maintained and even extended in the face of these many challenges; statutory income increased on a non-recurrent and a recurrent basis, retail income grew, and fundraising emerged from the aftermath showing a better than expected performance, especially in retail.

Charitable activities

Our work in the early part of this year focussed on maintaining the core in patient service to the community, and supporting the wider health and social care system to manage the unusual pressures and demands.

The ambitious new appointments of the previous year led to improved and extended provision, specifically in terms of quality and audit, education, and outreach support.

The COVID-19 pandemic continued to impact some aspects of our service delivery during the year, however the experience and learning that we gained from the previous year meant that we were better placed to respond and adapt as restrictions were imposed, removed and, often, reinstated.

We are particularly proud of the fact that we maintained compassionate visiting throughout the pandemic and were delighted to be able to remove the remaining restrictions in March 2023.

Our health and social care partners continued to experience unprecedented demand and we have worked hard to support them by being flexible and responsive by adapting our services as necessary and in June 2022, we were able to increase our bed capacity again to 14.

Achievements and activities include:

- Establishing our first consultant led out-patient clinics;
- Reestablished all of our day therapy services, including our bereavement services;
- Introducing our first Outreach Manager post, to work with partners supporting those who have not traditionally had access to hospice care. This role utilises a blended approach of providing direct support, together with education and training, with the aim of improving the end of life experience for the target groups;
- Introducing and embedding the avoiding falls level of observation and the bedrail assessment documentation within the inpatient unit;
- Developing our Community Advisory Group to include a greater contribution from our local community to share their thoughts and suggestions as to what they feel would be beneficial in our development of clinical services;
- The family care team have continued to ensure that we are providing the special touch that make the patient's and carer's experience special; they have facilitated two weddings, provided goody bags during carers week and continue to work collaboratively with the local chaplaincy.

The recently established HR Department led the way for a whole raft of improvements to the support of the wider workforce: new and up to date contracts of employment, fully revised employee handbook, new terms and conditions (allowing us to compete successfully in the market for clinical staff), a Mental Health First Aider group supporting the health and wellbeing of staff, a cash plan and an employee assistance programme.

All this investment in the wellbeing has resulted in a more stable and positive workforce, more able to withstand the challenges and demands faced in the delivery of our charitable activities, and better prepared to extend the service to more people for more of their journey.

Fundraising

Competition for charitable funds is becoming increasingly fierce and it's been a bruising few years for Income Generation. We are constantly looking at how to work collaboratively with other local charities/hospices/organisations allowing us to reach a much wider market/audience, whilst recognising the different community economics.

We continue to raise money through a number of different areas and are working hard to ensure a sustainable base level of income while developing improved awareness, looking at new income streams, being adaptable to the changing needs of our community while achieving incremental growth in the short, medium and long term.

We are currently in our second year with our lottery provider, Local Hospice Lottery, and have seen continued growth in membership to 3909, an increase of 1,195 new members from the previous year. We also took part in the March Superdraw which resulted in £3,500 additional income. The lottery income for the year totalled £72,081, and we are confident that the growth in membership and income will continue in the coming year.

In the early part of 2022 we took the opportunity to work closely with an industry expert in reviewing our trusts/foundation income and develop a new trusts strategy encompassing the next 3 years. It was a challenging year applying for trust funding due a lack of staff resources and the competitive market place, however, a new trust fundraiser was successfully appointed during the year.

During this period we also reviewed our In Memory & Legacy strategy for the future and recruiting a new fundraiser to work on this valuable income stream.

After launching our new in memory product 'Material Memory' bears towards the end of the last financial year we were pleased the bears have been so well received with supporters requesting bears to be made out of the clothing of their loved ones. Our team of talented sewing volunteers have been busy keeping up with orders and made 83 unique bears, raising £4,400 during the year.

We partnered with Guardian Angel in January 2023 to run our legacy marketing campaigns and provide a free Will writing service to our supporters.

Legacy income for the year was £585,046. These gifts in Wills are so important to the hospice and represent around 13% of our annual income. It's important to recognise that this area of income is still volatile, and has the ability to have an enormous impact on the future of the hospice's growth and development.

We now have a portfolio of events/campaigns planned throughout the year, which last year included:

- A lunch with popular singer, TV presenter, performer and long-term supporter of the hospice, Jane McDonald, attracted over 400 guests and generated income of over £12,000;
- A special jubilee garden party in June and later that evening we were honoured to be able to light a beacon celebrating the Queen's Platinum Jubilee;
- Our first sponsored dog walk was held in September, with over 100 dogs taking part, and raised £4,300;
- A sponsored abseil at Wakefield Cathedral was held in October with some prominent local supporters taking part. The event raised an incredible £14,200;
- Services were held at the hospice and Wakefield Cathedral for our annual Light up a Life campaign, which raised £31,800;
- Staff and volunteers collected 1,700 trees during the Christmas tree collection campaign, which raised £26,300.

During the next year we will be looking to create a new action plan to engage the wider community in our fundraising activities. The generosity of the community with a genuine desire to help Wakefield Hospice is never taken for granted and it's important that we continue to inspire our supporters and refresh our fundraising ask to attract a new audience about the care we offer to those in need of our services.

Retail

During the year we reviewed all commercial spaces and reviewed the effectiveness of our retail warehouse and distribution services, in particular the retail model to ensure we maximise our future sales growth while achieving improved efficiencies.

Our new strategy aims to respond to the ongoing changes in customer shopping habits by increasing income from online platforms and adjusting our property portfolio and retail offering to reflect new local demographic profiles. We need to balance bricks and mortar versus the popularity on online platforms.

WH Retail enjoyed strong sales throughout the year, exceeding the financial budget for income by 5%. Shop income increased by 22% over the previous year, helped by the opening of our new large fashion outlet on Kirkgate, and our childrenswear shop Treacle's, both in Wakefield City Centre.

The online business continued to grow throughout the year via our eBay shop and, although falling short of the ambitious stretch budget, showed an increase of 19% over the previous year. The increase was largely driven by an expansion of the staff team, which included the creation of a new role of Ecommerce Manager to improve the productivity of the team and exploit further opportunities.

Following increased sales during the first half of the year and on top of the strong performance the previous year, stock levels depleted quickly during September and October. A highly successful urgent appeal for stock was launched via our shops, social media, local press, corporate and community supporters. The focus on stock acquisition now continues throughout the year and has resulted in ongoing healthy levels of stock, to support our shops, and our hugely successful online operation.

In preparation for the expansion of the business in July we invested in our warehouse operation and reconfigured the available workspace. A mixture of multi-functional warehouse racking was installed resulting in additional storage space, improvements to efficiently and safety and a generally more pleasing environment to work in.

Business Development Initiatives

The rationale behind growing Business development allows us to diversify our income streams by identifying, investigating and establishing new sustainable opportunities for new social enterprises business ventures to try increase income levels.

The developments during the year included a new catering venture, a house clearance initiative and a training initiative providing a bereavement awareness in the workplace course. These initiatives are still in the pilot stage, however they are showing growth in awareness and are helping to gain new supporters to the hospice.

We appointed a new business development manager in July 2022, with key responsibilities to accelerate new initiatives.

Communications

A full time communications officer was also appointed in July 2022 and having quickly identified a short-medium term strategy there have been a number of highlights during the year:

- Our social media audience has grown 4.4% with over 700 new followers across a six month period from October 2022 to March 2023;
- Our Facebook posts had a reach of 1.5m+ and saw an 8% increase in followers, with over 42,000 engagements on our posts;
- In the press we saw 46 news stories covered more than 80 times with stories in Wakefield Express, Yorkshire Post, BBC Radio Leeds, Topic UK and The Business Insider amongst others;
- A number of high quality case studies were developed on patient care, volunteers and staff members which were well received across a variety of platforms, plus stories to support awareness dates throughout the year;
- Shortlisted in the Wakefield BID awards;
- The hospice identity has been developed with greater brand identity being rolled out across clinical, fundraising, retail, volunteering and internal communications and promotional material. A new quality bank of photography has helped to support this, and the hospice website also continues to be refreshed with greater imagery;
- The development of a refreshed quarterly internal newsletter has proven popular, updating staff on all areas of the hospice. Likewise the creation of the Appreciation Station has been a success, with over 200 nominations made linking staff members, teams and volunteer's success in line with the hospice's values.

Looking forward to 2023/24 key objectives will include the continued development of the hospice brand across all the numerous different channels and resources that are available to Wakefield Hospice enabling us reach and engage a wider audience with our communications and materials; development of a Google Ads strategy and further opportunities to promote key stories from across the hospice including engaging case studies, while continuing to attract younger audiences.

Financial Review

During the year ended 31 March 2023 the Charity's income increased by £290,054 (6.8%) to £4,549,696. This was due largely to extra one-off funding secured from the NHS Integrated Care Board (ICB) and increases in fundraising and retail income. Our total expenditure in delivering our services for the year increased by £671,026 (15.3%) to £5,066,232, due mainly to increases in salaries during the year.

Charitable activities

	Year Ended 31.3.23	Year Ended 31.3.22
Core ICB/CCG grants	£1,191,662	£1,133,658
% of total income	26.2%	26.6%
Additional ICB/CCG funding	£341,800	-
% of total income	7.5%	-
In-patients admitted during the year	199	165
DTU service users (including Dementia Day Care)	188	75
Number of Volunteers (clinical services)	34	26
Number of volunteers (Hospice back office)	49	54

Fundraising

	Year Ended 31.3.23	Year Ended 31.3.22
Donations and gifts	£404,603	£422,539
% of total income	8.9%	9.9%
Legacies	£585,046	£566,122
% of total income	12.8%	13.3%
Lottery	£72,081	£65,295
Fundraising and other activities	£610,104	£506,013
% of total income	13.4%	11.9%
Number of volunteers (including event volunteers)	109	125

Retail

	Year Ended 31.3.23	Year Ended 31.3.22
Shop sales	£714,145	£583,597
Online sales	£214,735	£180,921
Total retail income	£928,880	£839,405
% of total income	20.4%	19.7%
Number of retail outlets	8	6
Number of volunteers	140	130

Wakefield Hospice Trading Limited

The trading company deals with the sale of bought in goods and all profits are donated to Wakefield Hospice. A deed of Covenant was executed on 28th March 2019 whereby Wakefield Hospice Trading Limited agrees and covenants its distributable profits to the Charity each year.

	Year Ended 31.3.23	Year Ended 31.3.22
Turnover	£31,784	£22,552
Operating Profit	£11,721	£8,142
Gift Aid distribution to Wakefield Hospice	£11,721	£8,142

Reserves policy

The Trustees reviewed the reserves policy during the year to ensure it both represents the Charity's requirements and meets with the Charity Commission's recommendations.

At the balance sheet date there were consolidated unrestricted reserves of £5,852,072 and £74,466 of restricted reserves for use in various projects in support of the continuation of the Charity's objectives.

During the year the Trustees looked in detail at their ten year strategic plan with particular reference to:

- its forecasts for levels of income for the current and future years;
- its forecasts for expenditure for the current and future years on the basis of planned activity;
- its analysis of any future needs, opportunities, commitments or risks, where future income alone is likely to fall short of the amount of the anticipated costs.

The Trustees also looked at the level of reserves the charity should maintain considering, using the best evidence available, the likelihood of a shortfall arising which means that reserves would be necessary and the strategy for an orderly closure in the event of an unplanned shutdown.

The Trustees have used this exercise to agree on a free reserves level of £1.75m - £2.5m (currently £2,469,837), which is approximately 4-6 months' worth of budgeted expenditure, to be maintained over the next ten years. The level of reserves and the progress towards the achievement of the strategic plan are reviewed on a regular basis as part of the management information presented at Trustees' meetings.

Included within designated funds is an amount of £600,000 to be used for capital spend on repairs and maintenance, IT and Ward extension and partitioning to create individual rooms. To date, concrete plans have not yet been made to start these works and there will be flexibility in un-designating these reserves should circumstances require to do so.

	Year Ended 31.3.23	Year Ended 31.3.22
Restricted funds	£	£
Virtual beds project	32,015	31,265
LED lighting	-	12,000
Nurse call system	-	12,000
Dementia day care services	-	9,115
Thomas Deane Trust - Photography	2,223	7,366
Syringe drivers	5,968	-
Scissett WMC - ward equipment	5,219	-
Other funds	29,041	42,943
	74,466	114,689
Unrestricted funds		
Designated funds		
Capital fund	3,382,235	3,309,972
General funds		
Free reserves	2,469,837	2,961,761
Total unrestricted funds	5,852,072	6,271,733
Total funds	5,926,538	6,386,422

The general reserves are required by the Charity to meet its charitable objectives; to provide working capital to support completion of its long-term development objectives; to deliver its current activities and, to allow the Trustees to meet their responsibilities and ensure the Charity continues as a going concern.

Going concern

The Trustees regularly review the needs, risks, challenges and prospects faced by the Charity and how these impact on the Charity's future performance. The trustees have again considered the impact of the cost of living crisis, along with the significant fluctuations in UK energy costs and the war in Ukraine and the potential impact on the charity's activities, beneficiaries, workforce and supply chain, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the trustees are confident that they have in place plans to deal with any financial losses that may arise. The trustees do however recognise that uncertainty exists surrounding the duration and impact of the current economic pressures and hence there is inherent risk regarding the success and sustainability of these plans. The trustees also recognise that an increased level of statutory funding is critical to the long-term sustainability of the Charity and are confident that the statutory requirements of the Health and Care Act 2022 concerning the NHS provision for palliative care along with the stated aims of the NHS West Yorkshire ICB Chief Executive and the ongoing work between the West Yorkshire Hospices and the ICB to find a long-term sustainable funding model will provide the Charity with a pathway for an adequate level of funding. The Charity also have other certain mitigations in place and the trustees have concluded that the Charity remains a going concern whilst such viable options are available to it. The charity has no overdraft facility or other external loans, the Charity's forecasts and projections show that the Charity is able to operate without the need for external financing for at least 12 months from the date of approval of these financial statements. After making enquiries the Trustees have a confident expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future and for a period of at least 12 months from the date of approval of the financial statements.

Principal risks

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. A risk register is maintained and formally reviewed by Trustees annually and more frequently on an informal basis by the Senior Management Team.

The Trustees consider the principal risks to be:
- Financial sustainability - primarily concerned with a reduction in income which could lead to service cuts, and staff redundancies;
- Workforce pressures of various kinds, including recruitment and retention challenges, and appropriate succession planning to meet future needs;
- The hospice's ability to deliver a clinical strategy which is 'fit for the future' i.e. the ability to cope with increasing demand and to meet the changing needs and preferences of patients and families.

We are looking at ways to address the above risks by:
- A robust financial modelling process supported the appointment of a Business Development Manager whose role would be to raise income via commercial enterprise;
- Rigorous budget management and assertive West Yorkshire-wide negotiation with the (ICS) commissioners further reduces the risk of financial instability and supports the 'going concern' status;
- Expert help with the employment relations challenges, a well negotiated consultation with staff, careful succession planning and a focus on training and development, all contributed to mitigating the HR risk;
- Robust clinical audit, consistent monitoring of staff competency, and diligent attention to the detail of national policy and guidance supported the hospice to emerge with service quality uncompromised;
- Recruitment of communications officer as part of a comprehensive Comms Strategy, implemented across all departments.

Plans for future periods

In May 2022 the Board approved the establishment of a new committee in order to maximise the focus and attention on all new commercial initiatives whether they are in direct support of our mission or for the sole purpose of raising funds to support the growth and maintenance of core clinical provision. The Business Initiatives and Developments (BID) Committee had their first meeting in July 2022.

The Trustees' Annual Strategy Day in October 2022 was an important milestone on the hospice development, and despite the resignation/retirement of some trustees in the year, was well attended, and included five trustee designates who were formally appointed at the AGM in December 2022.

Colleagues had the opportunity to hear from a range of system partners; the wider health and social care context was shared and understood and provided a useful backdrop for the four committees to share their intentions for the future.
With a mindset of growth and expansion, and a healthy combination of challenge and support, priorities for action were proposed and have been further developed during the rest of the year.

Included in the discussion was a re-ignition of the significance of the digital agenda for the hospice, and an acknowledgement that this is an aspect of our organisation which would benefit from urgent attention in order to support the newly defined 'one team' approach. Good progress has been made in this respect, with new cloud storage arrangements being finalised recently, and further work being undertaken in respect of improvements to the use of technology to support clinical services.

In the face of an emerging End of Life Care (EoLC) strategy at Integrated Care System (ICS) level, the board agreed to focus attention on the articulation of the clinical service model of the future, and to drive the development of the education provision as one of a number of plans to extend our reach and impact out of the hospice walls.
The new clinical strategy was presented to the Board at the November 2023 meeting, having been explored at the Trustees' Strategy Day the previous month, and will be the foundation of our developments in the coming year.

People and culture remained a key priority for attention over the coming year, and efforts to ensure that the hospice is a 'great place to work' will continue. The Well-being strategy has been approved, with a number of key initiatives already under way, and these actions to improve morale and productivity continue to be monitored via frequent staff surveys; it's pleasing to note that surveys have been well supported over the year and indicate improved morale and increased satisfaction with the hospice as a place to work.

As always, the financial sustainability of our charity is paramount, and trustees have agreed to consider wise investment of some of the hospice reserves in order to drive the strategy: this has included the resourcing of key commercial enterprise, including the House Clearance Service, and external catering initiatives to ensure that maximum contribution is delivered. These initiatives are making slow but positive progress, with limited return at this stage, and important decisions to be made at the upcoming meeting of trustees, to determine their future.

In terms of philosophy and approach, trustees are committed to supporting the environment via energy saving initiatives, and to tackling the impact of health inequalities wherever possible, articulating a clear intention to model inclusivity at every level.

In October 2023 the trustees used their Strategy Session to benefit from a facilitated deep dive into the governance arrangements, and a wider more unstructured exploration of the key risk areas.

The overall strategic plans remain stable, with a continuing drive to improve the financial stability of the hospice through judicious increase to income generation initiatives, to implement the clinical strategy, to develop and embed the digital transformation especially in clinical areas, and to continue to support and develop the workforce.

Structure, Governance and Management

Constitution

The Charity is registered as a charitable company limited by guarantee and is governed by its memorandum and articles as amended by special resolution, registered at Companies House on 11 January 2023, registered charity number 518392.

Method of appointment or election of trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. The Trustees who are listed on page 1 are also the directors of the company and are known as the Board of Trustees. Trustees are appointed for an initial term of one year and may serve for two further full terms of three years each, a maximum of seven years. At the end of their initial term or first three year term trustees may seek re-election.

Trustees who complete their term of office, and for whom exceptional circumstances apply, may be asked by the Chairman to extend their term for a period of one year, and subject to review, for a further period of one year if the Chair requests it. If there are exceptional circumstances relating to the imminent retirement of the Chair, then a request to extend their term may be made by the Vice Chair with the backing of the Board. The Chair may be asked to extend their term for a period of one year and, subject to review, for a further period of one year if requested.

When a vacancy arises on the Board of Trustees, or when additional specific knowledge is required to supplement the expertise on the Board, information is distributed throughout the relevant local business/healthcare community and the post may be advertised in the local press and on the website. Candidates will then follow a formal recruitment process against criteria agreed by Trustees to ensure appropriate skills, abilities and diversity of the Trustee Board. If a suitable candidate is chosen, that person will attend at least one Board meeting and one relevant sub-committee meeting in order to establish that there is mutual interest and suitability prior to them being offered election to the Board.

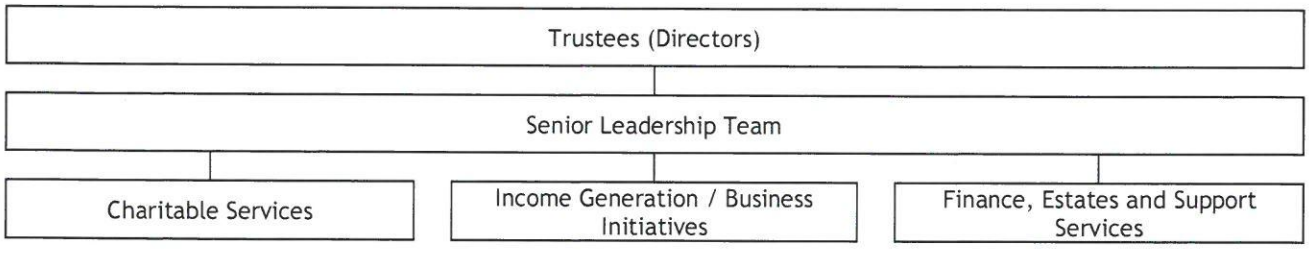
All trustees are required to sign a Declaration of Eligibility for appointment and a Declaration of Interests. They are also required to follow a Hospice Code of Conduct for Trustees.

Policies adopted for the induction and training of trustees

The Charity has established a wide programme of support and training for Trustees and particularly new Trustee appointments including an induction pack providing guidance for Board members and attending induction meetings at the Hospice with relevant staff in order to gain an understanding of the activities of the Charity and guidance on the role and responsibilities of a Trustee. The Trustees are invited to attend an annual Charity Update Conference, they are also invited to training days at the Hospice and regular visits to the Hospice and the Charity's retail stores.

Organisational structure and decision making

The Charity has its headquarters based in Wakefield with a distributed network of staff throughout the Wakefield District. The high-level organisation is illustrated below:



The Board of Trustees are the ultimate decision makers for the Charity with day-to-day management delegated to the CEO and Senior Leadership Team. The Finance, Estates and Resources (FER) Committee (a formal subcommittee of the Trustee Board) has delegated authority for the financial control, health and safety and staff and volunteers of the Charity.

The Board of Trustees meets on a quarterly basis. All meetings are minuted. In addition, the subcommittee meetings are also held quarterly, prior to each of the main Board meetings.

Trustees are members of one or more subcommittees depending upon their interest and expertise, the Chair of trustees may attend any sub-committee meeting. Additionally, all trustees are welcome at any subcommittee meeting.

The subcommittee members during the year were:

- Clinical Governance and Quality: J Milne (chair), A T Hamilton, B Browne, L Clayton, C J Phillips and B Ralph;
- Finance, Estates and Resources: H J Hirst (chair), D J Martindale, M D Ashton, N Bains-Williams, S C Black, B Browne, R J Otter and L D Bateman;
- Income Generation: G W Cattell (chair), S C Black (chair), D J Martindale, M L Denby, R J Otter, L Clayton A T Hamilton, C R Beck, A Gait, and C Kendall;
- Business Initiatives and Developments: M D Ashton (chair), C R Beck, B Ralph and L D Bateman.

Remuneration policy

Pay and benefits, including key management personnel remuneration, are set to recognise the value of the role and the level of responsibility. Pay and benefits are compared to benchmarks for similar roles in the charity sector and the level set based on the experience and skills required for the roles. The board has undertaken to maintain a total value proposition which enables the Charity to recruit and retain staff in a competitive healthcare market. During the year the Charity has also chosen to implement annual pay increases which reflects that recommended by the NHS pay body review. This resulted in an annual pay increase of 5% at 1st April 2023 (2022: 1.5%-9.3%).

Investment policy and performance

The Investment Policy has been reviewed in conjunction with the Reserves Policy and financial forecasting. The investment objective is to generate a positive return on the reserves net of all charges over the long term. The Trustees adopt an ethical investment policy and they are committed to ensure investments are actively managed by our Investment Managers to hold the companies they invest in on our behalf to account on a range of environmental, social and governance issues. The Trustees, in adopting an ethical investment policy, appreciate the underlying principle that their power of investment has to be used to further the purposes of the Charity and that those purposes will normally be best served by seeking the maximum return consistent with commercial prudence. The Trustees believe that their ethical policy can be consistent with this principle of seeking the best returns.

An amount of reserves are invested in a portfolio managed by Brewin Dolphin. The Charity's headline objective of the portfolio is for growth and the investment managers look to achieve this via a portfolio structure that aims for both income generation and long term capital growth. The overall performance of the investments during the year showed a decrease of 5.7% during the year (2022: increase of 0.1%), which reflects the general market conditions over the period.

Trustees' responsibility statement

The Trustees (who are also directors of Wakefield Hospice for the purposes of company law) are responsible for preparing the Trustees' Annual Report including the Group Strategic Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group and the charitable company will continue in operation.

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

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

Disclosure of information to auditors

In so far as Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditors

The auditors, Armstrong Watson Audit Limited, have indicated their willingness to continue in office. The designated Trustees will propose a motion appointing the auditors at a meeting of the Trustees.

This report of the Trustees, incorporating the Strategic Report and the Directors' Report, was approved by the Board of Trustees on 6 November 2023 and signed on its behalf by:

Mr A P Howatson - Chair of Trustees

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE

Opinion

We have audited the financial statements of Wakefield Hospice (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 March 2023 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Charity Balance Sheet, the Consolidated Statement of Cash Flows and the related notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).
In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 March 2023, and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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 responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.
Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group and parent charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.
Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees 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.

Opinion on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the strategic report and the directors' report.

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

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company's financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; 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 12, the trustees (who are also the directors of the parent charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

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

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

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations and in particular, adherence to CQC requirements;
- we identified the laws and regulations applicable to the Group and parent charitable company through discussions with trustees, directors and other management and review of appropriate industry knowledge;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the Group and the parent charitable company financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures as a risk assessment tool to identify any unusual or unexpected relationships;
- tested journal entries to identify any unusual transactions; and
- assessed whether judgements and assumptions made in determining the accounting estimates set out in note 3 were indicative of potential bias.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation; and
- enquiring of management as to actual and potential litigation and claims.

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

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE (continued)

A further description of our responsibilities for the audit of the financial statements is located on the FRC's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditor's Report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Huw Nicholls (Senior Statutory Auditor)

For and on behalf of

Armstong Watson Audit Limited
Chartered Accountants and Statutory Auditor
Leeds
Date: 21/12/2023

Wakefield Hospice

Consolidated Statement of Financial Activities
(including income and expenditure account)
For the year ended 31 March 2023

	Notes	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £	2022 Total Funds £
Income:					
Income from donations and legacies	4	**1,151,980**	**23,479**	**1,175,459**	1,292,472
Income from charitable activities	5	**1,659,623**	**-**	**1,659,623**	1,441,191
Income from other trading activities	6	**1,665,017**	**-**	**1,665,017**	1,457,709
Investment income	7	**49,597**	**-**	**49,597**	36,568
Other income	8	**-**	**-**	**-**	31,702
Total Income		**4,526,217**	**23,479**	**4,549,696**	4,259,642
Expenditure:					
Expenditure on raising funds	9	**1,862,458**	**-**	**1,862,458**	1,453,293
Expenditure on charitable activities	10	**3,175,072**	**28,702**	**3,203,774**	2,941,913
Total expenditure		**5,037,530**	**28,702**	**5,066,232**	4,395,206
Net gains on investments	16, 17	**56,652**	**-**	**56,652**	29,218
Net (expenditure) / income		**(454,661)**	**(5,223)**	**(459,884)**	(106,346)
Transfers between funds	23	**35,000**	**(35,000)**	**-**	-
Net movement in funds		**(419,661)**	**(40,223)**	**(459,884)**	(106,346)
Reconciliation of funds:					
Total funds brought forward		**6,271,733**	**114,689**	**6,386,422**	6,492,768
Total funds carried forward	23	**5,852,072**	**74,466**	**5,926,538**	6,386,422

All income and expenditure relate to continuing activities. The consolidated statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 22 to 36 form part of these financial statements.

Wakefield Hospice

Consolidated Balance Sheet at 31 March 2023

	Notes	2023	2023	2022	2022
		£	£	£	£
Fixed assets:					
Tangible fixed assets	15		**2,782,235**		2,709,972
Investment properties	16		**423,500**		513,002
Investments	17		**444,075**		471,121
			3,649,810		3,694,095
Current assets:					
Stocks	18	**14,186**		7,482	
Debtors	19	**1,147,398**		976,990	
Cash at bank and in hand		**1,689,957**		2,069,767	
		2,851,541		3,054,239	
Liabilities:					
Creditors falling due within one year	20	**(574,813)**		(361,912)	
Net current assets			**2,276,728**		2,692,327
Total net assets			**5,926,538**		6,386,422
The funds of the charity:					
Restricted income funds	23		**74,466**		114,689
Unrestricted funds	23		**5,852,072**		6,271,733
Total charity funds	23		**5,926,538**		6,386,422

Approved by the Trustees on 6 November 2023 and signed on their behalf by :

.....

Mr A P Howatson - Chair of Trustees

Company registration No: 02038416

The notes on pages 22 to 36 form part of these financial statements.

Wakefield Hospice

Charity Balance Sheet at 31 March 2023

	Notes	2023	2023	2022	2022
		£	£	£	£
Fixed assets:					
Tangible fixed assets	15		**2,782,235**		2,709,972
Investment properties	16		**423,500**		513,002
Investments	17		**444,077**		471,123
			3,649,812		3,694,097
Current assets:					
Debtors	19	**1,159,119**		984,808	
Cash at bank and in hand		**1,678,943**		2,057,266	
		2,838,062		3,042,074	
Liabilities:					
Creditors falling due within one year	20	**(569,751)**		(358,164)	
Net current assets			**2,268,311**		2,683,910
Total net assets			**5,918,123**		6,378,007
The funds of the charity:					
Restricted income funds	23		**74,466**		114,689
Unrestricted funds	23		**5,843,657**		6,263,318
Total charity funds	23		**5,918,123**		6,378,007

Approved by the Trustees on 6 November 2023 and signed on their behalf by :

.....

Mr A P Howatson - Chair of Trustees

Company registration No: 02038416

The notes on pages 22 to 36 form part of these financial statements.

Wakefield Hospice

Consolidated Statement of Cash Flows
For the year ended 31 March 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Cash flows from operating activities:					
Net cash provided by operating activities	a		**(383,284)**		348,781
Cash flows from investing activities:					
Dividends, interest and rents from investments		**49,597**		36,568	
Purchase of property, plant and equipment		**(219,323)**		(53,853)	
Proceeds from sale of properties		**167,997**		80,114	
Proceeds from sale of investments		**51,780**		76,781	
Purchase of investments		**(47,453)**		(75,136)	
Net cash provided by investing activities			**2,598**		64,474
Change in cash and cash equivalents in the year			**(380,686)**		413,255
Cash and cash equivalents at the beginning of the year			**2,077,226**		1,663,971
Cash and cash equivalents at the end of the year	b		**1,696,540**		2,077,226

Notes to the statement of cash flows

a Reconciliation of net expenditure to net cash flow from operating activities

	2023 £	2022 £
Net (expenditure) / income for the year	**(459,884)**	(106,346)
Depreciation charges	**147,060**	143,154
Net gain on investments	**(56,652)**	(29,218)
Dividends, interest and rents from investments	**(49,597)**	(36,568)
Decrease / (increase) in stocks	**(6,704)**	116
Decrease / (increase) in debtors	**(170,408)**	1,498,803
(Decrease) / increase in creditors	**212,901**	(1,035,265)
(Decrease) / increase in provision	**-**	(85,895)
Net cash provided by operating activities	**(383,284)**	348,781

b Analysis of cash and cash equivalents

	2023 £	2022 £
Cash at bank and in hand	**1,689,957**	2,069,767
Cash held as part of the investment portfolio	**6,583**	7,459
Total cash and cash equivalents	**1,696,540**	2,077,226

The notes on pages 22 to 36 form part of these financial statements.

1 Charitable status

The Company is a private limited company registered in England and Wales and a registered Charity, number 513063 and is limited by guarantee. In the event of the Charity being wound up, the liability of each member is limited to £1. At 31 March 2023 there were 15 members. The address of the registered office is given in the Trustees and advisors section on page one of these financial statements. The financial statements are presented in Sterling (£), which is the functional currency of the Charity, and are rounded to the nearest £.

2 Accounting policies

a) Basis of preparation

The financial statements have been prepared under the historical cost convention, modified for the valuation of investments, which are shown at market value. The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.
Wakefield Hospice meets the definition of a public benefit entity under FRS 102.

b) Preparation of the accounts on a going concern basis

Preparation of the accounts is on a going concern basis. The trustees have again considered the impact of the cost of living crisis, along with the significant fluctuations in UK energy costs and the war in Ukraine and the potential impact on the charity's activities, beneficiaries, workforce and supply chain, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the trustees are confident that they have in place plans to deal with any financial losses that may arise. The trustees do however recognise that uncertainty exists surrounding the duration and impact of the current economic pressures and hence there is inherent risk regarding the success and sustainability of these plans. The trustees also recognise that an increased level of statutory funding is critical to the long-term sustainability of the Charity and are confident that the statutory requirements of the Health and Care Act 2022 concerning the NHS provision for palliative care along with the stated aims of the NHS West Yorkshire ICB Chief Executive and the ongoing work between the West Yorkshire Hospices and the ICB to find a long-term sustainable funding model will provide the Charity with a pathway for an adequate level of funding. The Charity also have other certain mitigations in place and the trustees have concluded that the Charity remains a going concern whilst such viable options are available to it. The charity has no overdraft facility or other external loans, the Charity's forecasts and projections show that the Charity is able to operate without the need for external financing for at least 12 months from the date of approval of these financial statements. After making enquiries the Trustees have a confident expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future and for a period of at least 12 months from the date of approval of the financial statements. The Charity therefore continues to adopt the going concern basis of preparation for the accounts.

c) Income

Income, including government grant income, is recognised when the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured readily.
Income from contracts is recognised as services are provided and the Charity becomes legally entitled to the income.
Income from interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Group; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.
For legacies, entitlement is taken as the earlier of the date on which either: the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Charity has been notified of the executor's intention to make a distribution.
Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2 Accounting policies (continued)

c) Income (continued)

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects.

Gifts donated for resale are included as income when they are sold. Where the donated good is a fixed asset, it is measured at fair value, unless it is is impractical to measure this reliably, in which case the cost of the item to the donor is used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the Charity's accounting policies.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

d) Leases

Payments under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the life of the lease.

e) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

- Expenditure on raising funds comprise the costs of management of the investment portfolio and the running costs associated with properties not currently occupied by the Charity;
- Expenditure on charitable activities includes the costs associated with activities undertaken to further the purposes of the Charity and their associated support costs;
- Other expenditure represents those items not falling into any other heading.

f) Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include head office costs, finance, administration and governance costs which support the charities activities. These costs have been allocated to the services within expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 11.

g) Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

h) Basis of consolidation

The financial statements consolidate the accounts of Wakefield Hospice and the subsidiary undertaking, Wakefield Hospice Trading Limited.

The company has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its Statement of Financial Activities, including income and expenditure accounts.

The net expenditure for the year dealt with in the accounts of the charity was £471,606 (2022: £114,488).

i) Tangible fixed assets

The Charity capitalises all capital items costing £1,000 or more and are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition are included in the measurement of cost. At each reporting date the Group and Charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

2 Accounting policies (continued)

i) Tangible fixed assets (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

(i) Fixtures, fittings and equipment

Fixtures, fittings and equipment are depreciated at 20% per annum, on a straight-line basis using the cost less any estimated residual values.

(ii) *Motor vehicles*

Motor vehicles are depreciated at 25% per annum, on a straight-line basis.

(iii, Freehold property

Freehold buildings are depreciated at 2% per annum on a straight-line basis using the cost.

(iv) Leasehold improvements

Leasehold improvements are depreciated over the term of the lease.

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Consolidated Statement of Financial Activities.

j) Financial instruments

All of the charitable company's financial assets and financial liabilities are of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value, after any discounts. Non-basic financial instruments relate to investments, which are recognised at market value. Realised and unrealised gains and losses are released to the Statement of Financial Activities as they arise.

k) Investment properties

Investment properties are stated at a discounted fair value, as determined by the Trustees, with changes in discounted fair value being recognised in the Statement of Financial Activities. The properties are discounted by 5% where the properties were subject to a conventional Assured Shorthold Tenancy agreement and 30% for properties subject to Regulated Tenancy agreement.

l) Investments

Investments in subsidiaries are stated at cost. Other investments are stated at fair value with changes in fair value being recognised in the Statement of Financial Activities.

m) Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

The value of donated goods are recognised at the point they are sold.

n) Debtors

Trade and other debtors are recognised at the settlement amount due, after any trade discount offered. Prepayments are valued at the amount prepaid, net of any trade discounts due.

o) Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition, or opening of the deposit, or similar account.

p) Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Accounting policies (continued)

q) Pensions

Defined contribution

The Charity operates a Group Personal Pension Plan. Contributions paid into this arrangement are charged to the Statement of Financial Activities in the year to which they relate.

Multi-employer plan

The charitable company's clinical staff are eligible to contribute to the NHS pension scheme, an unfunded final salary scheme. The scheme is a multi-employer pension scheme, with contributions made by both the employer and employee. The charitable company is unable to identify its share of the underlying assets and liabilities of the scheme; the scheme is therefore accounted for as a defined contribution scheme in accordance with FRS 102. Employer contributions are recognised in the Statement of Financial Activities in the period to which they relate.

Where applicable, a liability is recognised for contributions arising from an agreement with the multi-employer plan that determines how the charity will fund a deficit. Contributions are discounted when they are not expected to be settled wholly within 12 months of the period end.

r) Fund accounting

Unrestricted: these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated: these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

Restricted: these are funds that can only be used for particular restricted purposes imposed by the donor or funder within the objects of the Charity.

3 Critical accounting estimates and areas of judgement

Preparation of the financial statements requires the Trustees to make significant judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. These estimates and assumptions are based on historical experience and other factors that are considered to be relevant. The items in the financial statements where these judgements, estimates and assumptions have been made include:

Valuations and useful economic lives of fixed assets

In assessing the carrying value of assets, the Trustees have used their judgement in selecting suitable valuation methods and inputs and in estimating the useful economic lives (UELs) of assets. UELs have been reviewed, with no changes being made in the year.

Valuation of investment properties

The investment properties are valued as at 31 March 2023 by Simon Kendall MNAEA of Richard Kendall Estate Agent, based on vacant possession values. The valuations were further discounted by 30% for properties subject to Regulated Tenancy agreement. No properties were unlet at the time of the valuation. There have been no changes in the types of Tenancy since the date of valuation. The trustees regard these values as fair valuations of the properties at 31 March 2023.

Bad debt provision

The Group and the charitable company makes an estimate of the recoverable value of trade and other debtors. When assessing impairment of trade and other debtors, management considers factors including the current credit rating of the debtor, the ageing profile of debtors and historical experience. See note 19 for the net carrying amount of the debtors and associated impairment provision.

Provisions

Provisions are recognised at the balance sheet date at the Trustees' best estimate of the expenditure required to settle the present obligation. The carrying amounts of provisions are reviewed annually and adjusted in light of any new information. No provisions were held at the year end.

Contingent liabilities

In assessing whether there are any contingent liabilities present the Trustees' have used their best estimate to ascertain possible but uncertain obligations and present obligations that are not recognised because they are not more likely than not to occur and / or the amount of the obligation cannot be estimated readily.

4 Donations and legacies

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £	2022 Total Funds £
Donations and gifts	404,603	-	404,603	422,539
Gift Aid	68,102	-	68,102	69,847
Legacies	585,046	-	585,046	566,122
Other Grants	94,229	23,479	117,708	233,964
	1,151,980	23,479	1,175,459	1,292,472

Income from donations and legacies was £1,175,459 (2022: £1,292,472) of which £1,151,980 was unrestricted (2022: £1,186,321) and £23,479 was restricted (2022: £106,151).

5 Analysis of income from charitable activities

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £	2022 Total Funds £
CCG grant for specialist care	1,430,122	-	1,430,122	1,033,658
24/7 Admissions	103,340	-	103,340	100,000
Education	74,208	-	74,208	135,489
Other grants and claims	-	-	-	139,064
Sundries & expenditure recharges	51,953	-	51,953	32,980
	1,659,623	-	1,659,623	1,441,191

Income from charitable activities was £1,659,623 (2022: £1,441,191) of which £1,659,623 was unrestricted (2022: £1,441,191) and £nil was restricted (2022: £nil).

6 Analysis of income from other trading activities

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £	2022 Total Funds £
Fundraising and other activities	610,104	-	610,104	506,013
Retail income	928,880	-	928,880	839,405
Lottery	72,081	-	72,081	65,295
General income	22,168	-	22,168	24,444
Trade from Wakefield Hospice Trading Limited	31,784	-	31,784	22,552
	1,665,017	-	1,665,017	1,457,709

Income from other trading activities was £1,665,017 (2022: £1,457,709) of which £1,665,017 was unrestricted (2022: £1,457,709) and £nil was restricted (2022: £nil).

7 Investment income

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £	2022 Total Funds £
Income from investment properties	23,643	-	23,643	25,803
Income from listed investments	12,199	-	12,199	10,403
Interest receivable	13,755	-	13,755	362
	49,597	-	49,597	36,568

Investment income was £49,597 (2022: £36,568) of which £49,597 was unrestricted (2022: £36,568) and £nil was restricted (2022: £nil).

8 Other income

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £	2022 Total Funds £
Job Retention Scheme grant	-	-	-	31,702

Other income was £nil (2022: £31,702) of which £nil was unrestricted (2022: £31,702) and £nil was restricted (2022: £nil).

9 Analysis of expenditure on raising funds

	Activities undertaken directly £	Support Costs (see note 11) £	2023 Total £	2022 Total £
Fundraising				
Wages and salaries	312,064	135,904	447,968	332,141
Depreciation	-	4,894	4,894	4,966
Other costs	205,567	34,236	239,803	173,654
	517,631	175,034	692,665	510,761
Retail				
Wages and salaries	586,455	144,651	731,106	591,932
Expenditure of Wakefield Hospice Trading Limited	20,063	-	20,063	14,410
Depreciation	-	20,147	20,147	14,384
Other costs	306,997	42,710	349,707	272,087
	913,515	207,508	1,121,023	892,813
Other expenditure on raising funds				
Investment management fees	10,071	-	10,071	11,536
General income costs	13,705	-	13,705	4,836
	23,776	-	23,776	16,372
Governance (see note 11)	-	24,994	24,994	33,347
	1,454,922	407,536	1,862,458	1,453,293

Expenditure on raising funds was £1,862,458 (2022: £1,453,293) of which £1,862,458 was unrestricted (2022: £1,453,293) and £nil was restricted (2022: £nil).

10 Analysis of expenditure on charitable activities

	Activities undertaken directly £	Support Costs (see note 11) £	2023 Total £	2022 Total £
Hospice inpatient unit, day care and carer support				
Wages and salaries	2,229,967	344,204	2,574,171	2,319,248
Depreciation	-	122,019	122,019	123,804
Other costs	296,303	106,586	402,889	391,195
	2,526,270	572,809	3,099,079	2,834,247
Education				
Wages and salaries	104,695	-	104,695	107,666
	104,695	-	104,695	107,666
	2,630,965	572,809	3,203,774	2,941,913

Expenditure on charitable activities was £3,203,774 (2022: £2,941,913) of which £3,175,072 was unrestricted (2022: £2,929,345) and £28,702 was restricted (2022: £12,568).

11 Analysis of governance and support costs

The Charity initially identifies the costs of its support functions, which represent central administration costs. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs are apportioned between the activities undertaken as shown below.

	General Support £	Governance Function £	Total £	Basis of apportionment
Audit and accountancy	-	7,150	7,150	Governance
Legal fees	-	11,420	11,420	Governance
Other professional fees	-	2,281	2,281	Governance
Other governance expenditure	-	4,143	4,143	Governance
Finance and administration salaries, wages and related costs	624,759	-	624,759	Allocated on total revenue, total expenditure and number of employees
Finance and administration other expenditure	73,827	-	73,827	Allocated on total revenue, total expenditure and number of employees
IT costs	66,514	-	66,514	Allocated on number of employees
Depreciation	147,060	-	147,060	Allocated on total assets
Other support costs	43,191	-	43,191	Allocated on total revenue & total expenditure
	955,351	24,994	980,345	

12 Net expenditure for the year

	2023 £	2022 £
This is stated after charging:		
Depreciation	147,060	143,154
Auditor's remuneration:		
For the provision of audit services to the group	11,100	9,495
For the provision of taxation advisory services not included above	200	1,950

13 Analysis of staff costs

	2023	2022
	£	£
Wages and salaries	**3,389,815**	2,934,241
Social security costs	**304,920**	261,769
Contribution to defined contribution pension schemes	**163,206**	154,977
	3,857,941	3,350,987

The number of employees whose emoluments (excluding employer pension costs) fell within the following bands is set out below:

£60,000 - £70,000	-	3
£70,000 - £80,000	**3**	-
£90,000 - £100,000	-	1
£100,000 - £110,000	**1**	-

14 Staff numbers, Trustee remuneration and expenses and the cost of key management personnel

The average monthly head count during the year was as follows:

	2023	2022
Hospice inpatient unit, day therapy and patient support	**74**	75
Fundraising	**10**	9
Retail	**26**	25
Administration	**17**	16
	127	125

The Charity Trustees were not paid and did not receive any other benefits from employment with the Charity in the year (2022: £nil) neither did they receive payment for professional or other services supplied to the Charity (2022: £nil). No expenses were reimbursed to Trustees during the year (2022: £nil) in respect of out of pocket travel expenses.

The key management personnel comprises the Trustees and the Senior Leadership Team. The total cost of the key management personnel of the group during the year was £357,607 (2022: £419,742).

15 Tangible fixed assets

Group and Charity	Freehold property and improvements	Leasehold property and improvements	Fixtures, fittings and equipment	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 April 2022	3,444,086	150,453	799,551	23,276	4,417,366
Disposals	-	-	(25,696)	-	(25,696)
Additions	128,277	2,050	83,187	5,809	219,323
At 31 March 2023	**3,572,363**	**152,503**	**857,042**	**29,085**	**4,610,993**
Depreciation					
At 1 April 2022	948,811	109,445	625,862	23,276	1,707,394
Disposals	-	-	(25,696)	-	(25,696)
Charge for the year	71,125	14,480	60,694	761	147,060
At 31 March 2023	**1,019,936**	**123,925**	**660,860**	**24,037**	**1,828,758**
Net Book Value					
At 31 March 2023	**2,552,427**	**28,578**	**196,182**	**5,048**	**2,782,235**
At 31 March 2022	2,495,275	41,008	173,689	-	2,709,972

16 Investment properties

Group and Charity	Freehold investment property 2023 £	2022 £
Valuation at beginning of year	**513,002**	645,633
Disposal proceeds	**(167,997)**	(80,114)
Gains / (losses) on disposal	**12,997**	(1,386)
Reclassification of bank accounts	**-**	(78,833)
Surplus on revaluation	**65,498**	27,702
Valuation at end of year	**423,500**	513,002

The investment properties were valued by Trustees as at 31 March 2023, based on a valuation provided as at 31 March 2023 by Simon Kendall MNAEA of Richard Kendall Estate Agent, based on vacant possession values. The valuations were discounted by 30% where the properties were subject to a Regulated Tenancy agreement. No properties were unlet at the time of the valuation (2022: one). There have been no changes in type of tenancy since the date of valuation. The Trustees regard these values as fair valuations of the properties at 31 March 2023.

17 Investments

Group	Listed investments 2023 £	2022 £
Valuation at beginning of year	**471,121**	470,483
Additions	**47,453**	75,136
Disposals	**(51,780)**	(76,781)
Net movement in deposits	**(876)**	(619)
Net investment gains	**(21,843)**	2,902
Valuation at end of year	**444,075**	471,121

Charity	Investments in subsidiary companies £	Listed investments £	Total 2023 £	2022 £
Valuation at beginning of year	**2**	**471,121**	**471,123**	470,485
Additions	**-**	**47,453**	**47,453**	75,136
Disposals	**-**	**(51,780)**	**(51,780)**	(75,839)
Net movement in deposits	**-**	**(876)**	**(876)**	(619)
Net investment gains	**-**	**(21,843)**	**(21,843)**	1,960
Valuation at end of year	**2**	**444,075**	**444,077**	471,123

Listed investments are those listed on a recognised stock exchange or are held in units of common investment funds where the values are calculated by reference to investments quoted on a recognised stock exchange.
At the year end no individual investment amounts to more than 6.0% of the portfolio value (2022: 5.6%).
3 fund investments held at the year end were greater than 5% (2022: 3); Fundsmith LLP sustainable equity DIS (6.0%), Fidelity UCITS ICA US Qual Inc (5.6%), SSGA SPDR ETFS E (5.6%)

	Market Value 2023 £	Market Value 2022 £
UK equities	**136,425**	112,976
Overseas equities	**193,873**	230,048
UK government bonds	**7,870**	82,873
Company bonds	**99,324**	37,765
Cash Funds	**6,583**	7,459
	444,075	471,121
Historical cost at end of year	**401,301**	402,705

17 Investments (continued)

Principal subsidiaries

The following was a subsidiary undertaking of the Charity:

Name	Company number	Registered in	Principal activity
Wakefield Hospice Trading Limited	02768457	England	Trading Subsidiary

Class of shares	Holding	Included in consolidation
Ordinary	100%	Yes

The financial results of the subsidiary for the year were:

Name	Income	Expenditure	Profit for the year	Net assets
	£	£	£	£
Wakefield Hospice Trading Limited	**31,784**	**20,063**	**11,721**	**8,417**

18 Stocks

Group	2023	2022
	£	£
Finished goods and goods for resale	**14,186**	7,482

19 Debtors

	Group 2023	Group 2022	Charity 2023	Charity 2022
	£	£	£	£
Trade debtors	**307,156**	193,382	**307,156**	193,382
Amounts owed by group undertakings	-	-	**11,721**	7,818
Prepayments and accrued income	**810,689**	757,349	**810,689**	757,349
Other debtors	**29,553**	26,259	**29,553**	26,259
	1,147,398	976,990	**1,159,119**	984,808

20 Creditors: Amounts falling due within one year

	Group 2023	Group 2022	Charity 2023	Charity 2022
	£	£	£	£
Trade creditors	**150,395**	125,848	**149,942**	125,848
Accruals	**313,813**	128,917	**309,664**	125,530
Deferred income (see note 21)	**9,377**	23,156	**9,377**	23,156
Other taxation and social security	**64,940**	59,795	**64,480**	59,434
Other creditors	**36,288**	24,196	**36,288**	24,196
	574,813	361,912	**569,751**	358,164

21 Deferred income

	Group 2023	Group 2022	Charity 2023	Charity 2022
	£	£	£	£
Balance as at 1 April 2022	**23,156**	1,067,182	**23,156**	1,067,182
Amount released to income from prior periods	**(23,156)**	(1,067,182)	**(23,156)**	(1,067,182)
Amount deferred in year	**9,377**	23,156	**9,377**	23,156
Balance as at 31 March 2023	**9,377**	23,156	**9,377**	23,156

Deferred income comprises monies received in advance for future events and from licence fees, for which the income is spread over the period of the licences.

22 Financial instruments

Group

Financial assets	2023 £	2022 £
Financial assets measured at fair value through income and expenditure account	**867,575**	984,123
Financial assets measured at amortised cost	**2,026,666**	2,289,408
	2,894,241	3,273,531
Financial liabilities		
Financial liabilities measured at amortised cost	**500,496**	278,961
	500,496	278,961

Charity

Financial assets	2023 £	2022 £
Financial assets measured at fair value through income and expenditure account	**867,577**	984,125
Financial assets measured at amortised cost	**2,027,373**	2,284,725
	2,894,950	3,268,850
Financial liabilities		
Financial liabilities measured at amortised cost	**495,894**	275,574
	495,894	275,574

Financial assets measured at fair value through income and expenditure comprise investment properties and investments.
Financial assets measured at amortised cost comprise cash and cash equivalents, trade and other debtors.
Financial liabilities measured at amortised cost comprise trade and other creditors and accruals.

23 Funds

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Gains and losses £	Balance at 31 March 2023 £
Restricted Funds						
Restricted funds	114,689	23,479	(28,702)	(35,000)	-	**74,466**
Unrestricted Funds						
Designated funds:						
Capital fund	3,309,972	219,323	(147,060)	-	-	**3,382,235**
General funds	2,961,761	4,306,894	(4,890,470)	35,000	56,652	**2,469,837**
Total Unrestricted Funds	6,271,733	4,526,217	(5,037,530)	35,000	56,652	**5,852,072**
	6,386,422	4,549,696	(5,066,232)	-	56,652	**5,926,538**

Restricted Funds

These are comprised of donations and grants made to the hospice for a specific purpose. Most of the restricted funds have been used with some remaining balance to be carried forward to be spent in the following year which include:

- Grant funding for virtual beds project - £32,015
- Grant funding for syringe drivers - £5,968
- Scissett Working Mens Club - ward equipment - £5,219
- Other funds have been donated / granted by various donors for a specific purchase or use that has been stated by the donor / grant funder - £31,264

23 Funds (continued)

Designated Funds

Capital Fund

This fund represents the depreciated value of the tangible assets which can not be disposed of without limiting the scope of the Charity's activities and an amount for future capital spend as agreed by Trustees.

Transfers

Transfers during the year relate to the acquisition of capital equipment from restricted funds.

24 Analysis of net assets between funds

	Fixed Assets	Investment Properties	Investments	Net Current Assets	Total
	£	£	£	£	£
Restricted funds	-	-	-	74,466	**74,466**
Unrestricted funds:					
Designated funds	2,782,235	-	-	600,000	**3,382,235**
General funds	-	423,500	444,075	1,602,262	**2,469,837**
	2,782,235	423,500	444,075	2,276,728	**5,926,538**

25 Pension commitments

Employees of the Charity are entitled to join either the NHS Pension Scheme (eligible employees only), or the Wakefield Hospice Pension Plan.

NHS Pension Scheme

Eligible employees are able to remain in the NHS Pension Scheme as if they were still in the employment of an employing authority. The NHS pension scheme is an unfunded occupational pension scheme backed by the Exchequer, which is open to all NHS employees and employees of approved organisations. The scheme provides pensions, in varying circumstances for employees of participating employers. The scheme receives contributions from employers and employees to defray the costs of pensions and other benefits. The scheme is subject to a full actuarial valuation every four years and an accounting valuation every year. Details of benefits payable, and the basis for valuations under these provisions can be found on the NHS Pension website at www.nhsbsa.nhs.uk/nhs-pensions. The scheme is accounted for as a multi-employer scheme under the Charity SORP (FRS102) and, as no surplus or deficit is able to be identified and allocated to the separate employer, the contributions have been accounted for as a defined contribution scheme and no share of the surplus or deficit included in these financial statements.

Employer contributions were 14.38% of pensionable pay and employee contributions were in the range of 5.1% to 12.5% of pensionable pay. In the year ended 31 March 2023, the charity made contributions to the NHS Pension Scheme totalling £96,940 (2022: £97,177). Contributions of £15,331 were payable at 31 March 2023 (2022: £11,796).

Other Pension Schemes

Other employees are entitled to join the Aviva - Wakefield Hospice Pension Plan, which is a defined contribution scheme with an option for salary sacrifice by the employee. The basic contribution rates for this scheme are between 3% to 4% of pensionable pay for the employer and between the ranges of 5% to 71.5% of pensionable pay for the employee. New employees are auto-enrolled, if eligible, into this scheme. In the year ending 31 March 2023, the charity paid net employer contributions to the Aviva scheme totalling £65,524 (2022: £57,799). Contributions of £20,947 were payable at 31 March 2023 (2022: £11,816).

26 Commitments under operating leases

Group and Charity

The total future minimum lease payments under non-cancellable operating leases are as follows:

Operating leases which expire:	2023 £	2022 £
Within one year	**19,859**	96,065
Within two to five years	**268,480**	76,489
Over five years	**130,403**	-
	418,742	172,554

27 Capital commitments

There were no capital commitments at 31 March 2023 (2022: £nil)

28 Related party transactions

Advantage has been taken of the exemption in FRS 102 ('The Financial Reporting Standard applicable in the UK and Republic of Ireland') from the requirement to disclose the transaction with group companies on the grounds that they are wholly owned.

29 Statement of financial activities comparative note

	2023 Total Funds £	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £
Income:				
Income from donations and legacies	**1,175,459**	1,186,321	106,151	1,292,472
Income from charitable activities	**1,659,623**	1,441,191	-	1,441,191
Income from other trading activities	**1,665,017**	1,457,709	-	1,457,709
Investment income	**49,597**	36,568	-	36,568
Other income	**-**	31,702	-	31,702
Total Income	**4,549,696**	4,153,491	106,151	4,259,642
Expenditure:				
Expenditure on raising funds	**1,862,458**	1,453,293	-	1,453,293
Expenditure on charitable activities	**3,203,774**	2,929,345	12,568	2,941,913
Total expenditure	**5,066,232**	4,382,638	12,568	4,395,206
Net gains on investments	**56,652**	29,218	-	29,218
Net (expenditure) / income	**(459,884)**	(199,929)	93,583	(106,346)
Transfers between funds	**-**	70,507	(70,507)	-
Net Movement in Funds	**(459,884)**	(129,422)	23,076	(106,346)
Reconciliation of funds:				
Total funds brought forward	**6,386,422**	6,401,155	91,613	6,492,768
Total funds carried forward	**5,926,538**	6,271,733	114,689	6,386,422

30 Analysis of expenditure on raising funds comparative note

	2023 Total £	Activities undertaken directly £	Support Costs (see note 32) £	2022 Total £
Fundraising				
Wages and salaries	**447,968**	217,925	114,216	332,141
Depreciation	**4,894**	-	4,966	4,966
Other costs	**239,803**	151,853	21,801	173,654
	692,665	369,778	140,983	510,761
Retail				
Wages and salaries	**731,106**	474,916	117,016	591,932
Expenditure of Wakefield Hospice Trading Limited	**20,063**	14,410	-	14,410
Depreciation	**20,147**	-	14,384	14,384
Other costs	**349,707**	242,986	29,101	272,087
	1,121,023	732,312	160,501	892,813
Other expenditure on raising funds				
Investment management fees	**10,071**	11,536	-	11,536
General income costs	**13,705**	4,836	-	4,836
	23,776	16,372	-	16,372
Governance	**24,994**	-	33,347	33,347
	1,862,458	1,118,462	334,831	1,453,293

31 Analysis of expenditure on charitable activities comparative note

	2023 Total £	Activities undertaken directly £	Support Costs (see note 32) £	2022 Total £
Hospice inpatient unit, day care and carer support				
Wages and salaries	**2,574,171**	2,010,879	308,369	2,319,248
Depreciation	**122,019**	-	123,804	123,804
Other costs	**402,889**	310,594	80,601	391,195
	3,099,079	2,321,473	512,774	2,834,247
Education				
Wages and salaries	**104,695**	107,666	-	107,666
	104,695	107,666	-	107,666
	3,203,774	2,429,139	512,774	2,941,913

32 Analysis of governance and support costs comparative note

	General Support £	Governance Function £	Total £	Basis of apportionment
Audit and accountancy	-	**8,250**	**8,250**	Governance
Legal fees	-	**21,927**	**21,927**	Governance
Other professional fees	-	**2,206**	**2,206**	Governance
Other governance expenditure	-	**964**	**964**	Governance
Finance and administration salaries, wages and related costs	**539,601**	-	**539,601**	Allocated on total revenue, total expenditure and number of employees
Finance and administration other expenditure	**34,304**	-	**34,304**	Allocated on total revenue, total expenditure and number of employees
IT costs	**63,557**	-	**63,557**	Allocated on number of employees
Depreciation	**143,154**	-	**143,154**	Allocated on total assets
Other support costs	**33,642**	-	**33,642**	Allocated on total revenue & total expenditure
	814,258	**33,347**	**847,605**	

33 Funds comparative note

	Balance at 1 April 2021	Income	Expenditure	Transfers	Gains and losses	Balance at 31 March 2022
	£	£	£	£	£	£
Restricted Funds						
Restricted funds	91,613	106,151	(12,568)	(70,507)	-	**114,689**
Unrestricted Funds						
Designated funds:						
Capital fund	2,799,273	53,853	(143,154)	600,000	-	**3,309,972**
General funds	3,601,882	4,099,638	(4,239,484)	(529,493)	29,218	**2,961,761**
Total Unrestricted Funds	6,401,155	4,153,491	(4,382,638)	70,507	29,218	**6,271,733**
	6,492,768	4,259,642	(4,395,206)	-	29,218	**6,386,422**

34 Analysis of net assets between funds comparative note

	Fixed Assets	Investment Properties	Investments	Net Current Assets	Total
	£	£	£	£	£
Restricted funds	-	-	-	114,689	**114,689**
Unrestricted funds:					
Designated funds	2,709,972	-	-	600,000	**3,309,972**
General funds	-	513,002	471,121	1,977,638	**2,961,761**
	2,709,972	513,002	471,121	2,692,327	**6,386,422**

WAKEFIELD HOSPICE

England & Wales - Charity number 518392

Accounts

WAKEFIELD HOSPICE
SHARING THE CARE IN THE COMMUNITY

WAKEFIELD HOSPICE

(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2022

Charity Number: 518392
Company Number: 02038416

Wakefield Hospice

Trustees' Report and Financial Statements
For the year ended 31 March 2022

Contents

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisors	1
Chairman's Statement	2
Report of the Trustees (incorporating the strategic report)	3 - 11
Independent Auditor's Report	12 - 15
Consolidated Statement of Financial Activities (including income and expenditure account)	16
Consolidated Balance Sheet	17
Charity Balance Sheet	18
Consolidated Statement of Cash Flows	19
Notes to the Financial Statements	20 - 35

Wakefield Hospice

Reference and Administrative Details of the Charity, its Trustees and Advisors
For the year ended 31 March 2022

Name of Company:	Wakefield Hospice
Registered Address:	Aberford Road Wakefield WF1 4TS
Status:	Company Limited by Guarantee and a Registered Charity
Company Registration No:	02038416
Charity Registration No:	518392

The Trustees constitute Directors of the Charity for the purpose of the Companies Act 2006 and the Trustees are the officials of the Charity for the purpose of the Charities Act 1993. The following members were in office during the year ended 31 March 2022:

A P Howatson (Chair)
H J Hirst (Vice Chair)
G W Cattell (Vice Chair) (resigned 30 September 2022)
D J Martindale
M D Ashton
N Bains-Williams
S C Black
M L Denby (resigned 16 June 2022)
C J Phillips
R J Otter
A T Hamilton
J W Knox (resigned 17 January 2022)
B Browne
L Clayton
J Milne

Company Secretary:	A C Beedle (appointed 11 January 2022)
Senior Executives:	T R Turner - Chief Executive Dr E Lowe - Medical Director H M Knowles - Director of Fundraising and Retail Operations F Bradley - Director of Finance Estates and Resources (resigned 13 January 2022) J Millard - Director of Clinical Services A C Beedle - Director of Finance Estates and Resources (appointed 6 January 2022)
Independent Auditor:	Armstrong Watson Audit Limited 3rd Floor, 10 South Parade Leeds LS1 5QS
Bankers:	Royal Bank of Scotland plc PO Box 4862 5 Church Street Sheffield S2 9EQ
Investment Managers:	Brewin Dolphin 4th Floor, 10 Wellington Place Leeds LS1 4AN

Wakefield Hospice
Chairman's Statement
For the year ended 31 March 2022

Dear friends, colleagues, supporters, volunteers, patrons and ambassadors,

I am pleased to introduce to you the Trustees' Report and Financial Statements for Wakefield Hospice for the financial year ended 31st March 2022.

Introducing last year's Annual Report, I said that it had been the most challenging year in the history of Wakefield Hospice. I think that this past year has been the most pressured for all our staff and volunteer teams due to the ongoing effects of the Coronavirus pandemic in all its variants and guises.

Despite the unrelenting pressure on our frontline clinical teams, they have been able to ensure that many individuals and their loved ones received excellent care.

Similarly, our eBay, retail and warehouse staff have continued to go the extra mile in raising funds through the sale of pre-loved and new goods.

The fund-raising team have been creating many more additional, fun events to ensure the wider participation of our whole community in raising essential funds.

Our volunteers, office and other hospice staff have been keeping our buildings open and functioning.

The Chief Executive and members of the Senior Leadership team have worked closely with our Board of Trustees to chart the way ahead, liaising with local, regional and national stakeholders making sure that Wakefield Hospice continues to thrive and develop.

During the year we said a fond farewell to one of our trustees, John Knox our treasurer.

I would like to thank everyone for their unfailing support which has helped us get through the past twelve months and I look forward to the year ahead with enthusiasm.

Kindest regards,

Paul Howatson

Chair of Trustees

Wakefield Hospice

Report of the Trustees (incorporating the strategic report)
For the year ended 31 March 2022

The Trustees present their annual report together with the audited financial statements of Wakefield Hospice for the year ended 31 March 2022. The reference and administrative details set out on page 1 forms part of this report.

Objectives and Activities

Objectives

The primary charitable object of the Charity, as set out in the Articles of Association, is to promote the relief of sickness and the welfare of the terminally ill in the area of Wakefield and district in such ways as the Trustees shall from time to time think fit.

The Mission, Vison, and Values of the Hospice are reviewed and refreshed on an ongoing basis and continue to articulate the ethos and direction of the organisation as follows:

Mission:

To work in partnership with others, to develop the provision of expert and accessible care for local people and families living with life-limiting conditions: to ensure that this care will help to reduce the impact of health inequalities.

Vision:

For the needs of all people living with life-limiting illness, and those close to them, to be met with professional and compassionate care.

Values:

Professional; delivering high standards with a well-trained workforce, supported by good governance.

Caring; treating each person with respect, empathy and kindness.

Ambitious; continually learning, growing and delivering excellence in all that we do.

These values underpin all that our charity aspires to and shape our external and internal behaviour.

Long term strategic aims have been approved and agreed as follows:

- Ensure the sustainability of service provision – future planning to continue the mission;
- Maximise impact and value through quality and efficiency – to drive the Palliative End of Life Care ambitions;
- Work in partnership and achieve even more – to deliver the collaborative vision.

Activities

The principle activity of the Charity is the Provision of the highest level of symptom management and care for people who have advanced active, progressive and life threatening illness, through the provision of a Specialist Palliative Care Team.

The Hospice endorses a holistic approach in promoting quality of life for patients as well as providing the continuing support that is offered to families and carers.

Fundraising

Wakefield Hospice is registered with the Fundraising Regulator and we, along with all fundraising partner organisations are committed to meeting the standards set out in the Code of Funding Practice: www.fundraisingregulator.org.uk/code

Fundraisers are provided with regular training and support to ensure that these standards are continually maintained and there have been no failures to comply with fundraising standards during the year.

Fundraising activity and overall strategy is regularly addressed by the Board of Trustees. The Board recognises their responsibilities and are committed to acting appropriately and compassionately when engaging with vulnerable or potentially vulnerable people.

Volunteers and supporters

The support and contribution made by our small army of volunteers cannot be underestimated: in all, across the wider organisation, almost 400 people give generously of their time and effort, all of them on a regular basis, with most people offering their expertise on a weekly basis. During the year our volunteers generously gave over 40,000 hours of time to support the Hospice.

All areas and aspects of the hospice delivery are supported in some way or another by the gift of time and energy from our volunteers, and we are able to benefit from a vast range of skills and a whole diverse collection of views, opinions and perspectives. It is this rich diversity of contribution which enables the hospice to function as it does: quite apart from the enormous monetary value of the gift of freely given time, and the practical support to sustain services, we are better able to understand and integrate with our local community through this direct connection.

Currently, we benefit from the direct involvement of volunteers in clinical services, the In-patient unit, the dementia respite facility, chaplaincy, and bereavement support services.

All departments in support of back office functions, for example, caretaking, finance, housekeeping, reception and administration are based on a model which involves paid staff members supported by volunteers to maintain capacity.

Our lovely gardens are maintained almost exclusively by a combination of corporate volunteer teams, Ministry of Justice teams, Social Enterprise, and a host of individuals who come rain or shine to keep the gardens looking beautiful for patients and families to enjoy.

In terms of our income generation initiatives, including fundraising, events, retail and business enterprise, we simply couldn't manage without the massive support of our volunteers; those who come every day, and those who support specific annual events.

Our volunteers are the life blood of the hospice, and we make enormous efforts to value and appreciate them, and we are always endeavouring to build a team whose diversity reflects that of our local community, in terms of age, ethnic heritage, ability and background. We've recently invested more resource in the department to drive the new strategy, and look forward to reaping the benefits in future.

Public benefit

The Trustees confirm they have complied with the requirement in Section 17 of the Charities Act 2011, to have due regard to public benefit in determining the activities undertaken by the Charity. The Trustees can also confirm that they have given due regard to the Charity Commission's guidance on public benefit. As a charity, we are keen to emphasis the public benefit that we believe our work provides.

To further the reach of the hospice new energy has been put into the development of out of hospice services this year, in particular in respect of our efforts to recognise and address inequalities of provision and experience. Early attempts to understand the baseline for service uptake by the BAME community (based on research as part of the West Yorkshire hospices collaborative) has suggested that in this respect we are not as far from the community demographic as we may have feared: this has inspired a trust-funded project aimed at reaching out to this community with a 'virtual beds' model designed to be more respectful of cultural diversity.

Our educational expertise has been out to good use in extending the range of skills available to those who may not attend the hospice, but whose end of life experience could be improved, for example those resident in the care home sector. In any given year, around half the expected deaths in the locality will be care home residents, some of whom will be hospitalised inappropriately, and all benefit from the extended skill set of a specialist and well trained practitioner.

Achievements and Performance

The objectives and targets for the year ended 31 March 2022 were set at a time where the country was in the middle of a third national lockdown and significant uncertainties over the economy existed as a result of both the Covid pandemic and Brexit. As a result of these uncertainties the income was forecasted to only be around 83% of the expected costs required to run the Hospice. The year ended with a total income figure equivalent to 97% of total expenditure.

The income targets in the year were exceeded mainly due to the following factors:

- Significant extra Covid related funding provided by NHSE and Wakefield Council;
- An increase to the core CCG grant;
- A significant increase in legacies recorded in the year, which are of course difficult to predict.

Charitable activities

Our work in the early part of this year focussed on maintaining the core in patient service to the community, and supporting the wider health and social care system to manage the unusual pressures and demands.

One of the strategic intentions of the Hospice is to support people who are living with dementia and to ensure that they and their carers have access to personalised care and support at a time they need it. In September 2021 the Hospice opened a Dementia Day Care Service (DDCS), initially offering respite care for people one day a week. The service was subsequently extended to two days a week to allow for the care of service users with more advanced needs. The service provided now allows for the care of up to 20 service users per week.

The trustees' annual strategy day in October 2021 led to a transformational agreement to grow and develop our services in the face of enormous financial and demographic challenges. This led to the recruitment of a number of key new appointments, both clinical and non clinical, and a wave of optimism regarding the future.

More sophisticated modelling, and the central financial support to charities during the pandemic allowed the organisation to construct an ambitious plan to build new income streams, and to extend clinical support outwith the hospice.

Fundraising

The financial year began with the country still under severe Covid restrictions despite the 'Stay at home' order being ended a few days earlier. During the pandemic more and more fundraising had taken place online and so at the beginning of the year a new look website was launched at www.wakefieldhospice.org to further promote accessibility to connect with and donate to the Charity online.

After much research and the majority of the Covid restrictions were lifted it was agreed to change our Lottery provider, so in July 2021 we started working with Local Hospice Lottery, helping us to grow our membership and increase income. At the year-end income had increased by £6,444 and player numbers increased by 818 new members.

Without the support of the local community we could not continue to offer the essential services that we provide here at Wakefield Hospice. After two years we were able to start and reboot in person events and offered a diverse range of events and activities throughout the year for our community to get involved in. Businesses, schools, community groups, pubs and individuals go the extra mile to raise funds. Adapting the strategy to deal with the changing landscape through Covid and the general economic climate has meant the fundraising teams need to continue to be agile, resilient, adaptable to change and to be brave.

The second half of the year saw the return of outdoor events including the Pyjama Walk, which after two long years was capped at 300 entrants and raised over £34,520.

We organised a number of other annual events for families/friends of patients who came together in celebration of their loved ones. A new In Memory campaign, the Verbena appeal, raised £11,120. We invited supporters to decorate a butterfly in memory of someone special, these were displayed around the hospice gardens for the public to view, and it raised £9,220. We also started working with MuchLoved to create a dedicated memorial website creating tribute pages; this is a positive way to share memories of loved ones and also support the hospice. December 2021 saw the return of our Light up a Life services at the Hospice and Wakefield Cathedral, which even with restricted capacity still managed to raise £34,165.

Legacy income for the year was £566,122, an increase of 45% over last years' total of £389,786. These gifts in Wills are so important to the hospice and last year accounted for 13.3% of our total income. These donations allow us to continue the vision of our founders.

The Christmas tree collections broke a few records, staff and volunteers collected 1,800 trees in the district and raised £20,360.

Grant income received from trusts and foundations was £169,581, a few examples include LED lighting, nurse call system, virtual beds and a cloud based server.

At the close of the financial year we held our first 10k run in three years and although the number of runners were not at pre pandemic levels we still managed to raise over an incredible £50,000, which was a real achievement and testament to the generosity of the people of Wakefield.

Retail

The 12th April 2021 was a significant day as it saw all shops return to some sort of normality after the upheaval of the previous 13 months of opening/closing, negotiating with landlords and a myriad of rules and regulations. When our shops reopened the focus was on the operational and tactical aspects of the business. The teams demonstrated resilience and huge amounts of optimism in the recovery in sales and performance following Covid restrictions, exceeding the best case budget by 3% for the year.

The return to profitability with a direct contribution to the hospice of £107k does not reflect the extreme hard work required to generate stock and achieve sales. All staff and volunteers had to forget their own fears and concerns and contend with continued disruption caused by Covid throughout the year; including staff illnesses, recurrent isolation, outbreaks and they did a fantastic job in challenging times.

The success of the Governments Kickstart scheme gave us the additional resource to grow and manage the business though the challenging months and two of those individuals became permanent staff.

An area of acceleration and success has been the continued growth of online sales via eBay, taking full advantage of changing consumer habits and trends. Sales achieved a record high during the year and exceeded the best case budget by 21% which is a great achievement.

To achieve these successes it's important to recognise that this wouldn't be possible without the generosity of the community as it's their generous donations of clothes, homeware, furniture and electricals. It is our challenge to raise as much as possible from every item donated.

A major achievement during the year occurred when The Ridings shop was a Highly Commended nominee for the fashion award at the Wakefield BID Awards in October 2021.

October 2021 also saw a full review of the retail portfolio, looking at store concepts and warehousing to identify opportunities, to drive retail profit now and to be "Fit for the Future" we needed to reflect and analyse every aspect of the business.

Charity retail has its own unique advantages and challenges and must have the ability to compete on price, changing attitudes towards environment, sustainability and fast fashion. Remaining mindful of the charity objectives but adopting a commercial mind-set in order to stay competitive.

Financial Review

During the year ended 31 March 2022 the Charity's income decreased by £1,189,956 (21.8%) to £4,259,642. This was due largely to extra one-off funding secured from NHSE and the CCG during the prior year. Our total expenditure in delivering our services for the year increased slightly by £56,726 (1.3%) to £4,395,206.

Charitable activities

	Year Ended 31.3.22	Year Ended 31.3.21
Core CCG grants	£1,133,658	£1,008,658
% of total income	26.6%	18.5%
Additional CCG funding	-	£900,000
% of total income	-	16.5%
In-patients admitted during the year	165	140
DTU service users (including Dementia Day Care)	75	20
Number of Volunteers (clinical services)	26	*
Number of volunteers (Hospice back office)	54	*

* - comparative information not available

Fundraising

	Year Ended 31.3.22	Year Ended 31.3.21
Donations and gifts	422,539	444,101
% of total income	9.9%	8.1%
Legacies	566,122	389,786
% of total income	13.3%	7.2%
Lottery	65,295	58,851
Fundraising and other activities	506,013	295,966
% of total income	11.9%	5.4%
Number of volunteers (including event volunteers)	125	*

* - comparative information not available

Retail

	Year Ended 31.3.22	Year Ended 31.3.21
Shop sales	583,597	146,520
Online sales	180,921	105,567
Total retail income	839,405	522,874
% of total income	19.7%	9.6%
Number of retail outlets	6	6
Number of volunteers	130	*

* - comparative information not available

Wakefield Hospice Trading Limited

The trading company deals with the sale of bought in goods and all profits are donated to Wakefield Hospice. A deed of Covenant was executed on 28th March 2019 whereby Wakefield Hospice Trading Limited agrees and covenants its distributable profits to the Charity each year.

	Year Ended 31.3.22	Year Ended 31.3.21
Turnover	22,552	22,051
Operating Profit	8,142	7,285
Gift Aid distribution to Wakefield Hospice	8,142	7,285

Reserves policy

The Trustees reviewed the reserves policy during the year to ensure it both represents the Charity's requirements and meets with the Charity Commission's recommendations.

At the balance sheet date there were consolidated unrestricted reserves of £6,271,733 and £114,689 of restricted reserves for use in various projects in support of the continuation of the Charity's objectives.

During the year the Trustees looked in detail at their ten year strategic plan with particular reference to:

- its forecasts for levels of income for the current and future years;
- its forecasts for expenditure for the current and future years on the basis of planned activity;
- its analysis of any future needs, opportunities, commitments or risks, where future income alone is likely to fall short of the amount of the anticipated costs.

The Trustees also looked at the level of reserves the charity should maintain considering, using the best evidence available, the likelihood of a shortfall arising which means that reserves would be necessary and the strategy for an orderly closure in the event of an unplanned shutdown.

The Trustees have used this exercise to agree on a free reserves level of £2.5m (currently £2,961,761), which is approximately 6 months' worth of budgeted expenditure, to be maintained over the next ten years. The level of reserves and the progress towards the achievement of the strategic plan are reviewed on a regular basis as part of the management information presented at Trustees' meetings.

In May 2020, the Trustees agreed for £600,000 of free reserves to be designated for capital spend on repairs and maintenance, IT and Ward extension and partitioning to create individual rooms. These funds were transferred to designated funds during the year ended 31 March 2022. To date, concrete plans have not yet been made to start these works and there will be flexibility in un-designating these reserves should circumstances require to do so.

	Year Ended 31.3.22	Year Ended 31.3.21
Restricted funds	£	£
Virtual beds project	31,265	-
LED lighting	12,000	-
Nurse call system	12,000	-
Dementia day care services	9,115	8,073
Thomas Deane Trust - Photography	7,366	7,366
Laundry	-	46,886
Memory boxes	-	10,209
Other funds	42,943	19,079
	114,689	91,613
Unrestricted funds		
Designated funds		-
Capital fund	3,309,972	2,799,273
General funds		
Free reserves	2,961,761	3,601,882
Total unrestricted funds	6,271,733	6,401,155
Total funds	6,386,422	6,492,768

The general reserves are required by the Charity to meet its charitable objectives; to provide working capital to support completion of its long-term development objectives; to deliver its current activities and, to allow the Trustees to meet their responsibilities and ensure the Charity continues as a going concern.

Going concern

The Trustees regularly review the needs, risks, challenges and prospects faced by the Charity and how these impact on the Charity's future performance. The trustees have again considered the impact of the COVID-19 pandemic, along with the cost of living crisis, significant increases in UK energy costs and the war in Ukraine and the potential impact on the charity's activities, beneficiaries, workforce and supply chain, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the trustees are confident that they have in place plans to deal with any financial losses that may arise. The trustees do however recognise that uncertainty exists surrounding the duration and impact of the current economic pressures and hence there is inherent risk regarding the success and sustainability of these plans. The Charity, however, have certain mitigations in place and the trustees have concluded that the charity remains a going concern whilst such viable options are available to it. The charity has no overdraft facility or other external loans, the Charity's forecasts and projections show that the Charity is able to operate without the need for external financing for at least 12 months from the date of approval of these financial statements. After making enquiries the Trustees have a confident expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future and for a period of at least 12 months from the date of approval of the financial statements.

Principal risks

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. A risk register is maintained and formally reviewed by Trustees annually and more frequently on an informal basis by the Senior Management Team.

The Trustees consider the principal risks to be:
- Financial sustainability - primarily concerned with a reduction in income which could lead to service cuts, and staff redundancies;
- Workforce pressures of various kinds, including Employment Relations challenges, recruitment difficulties, and the demographics of the workforce;
- Clinical safety;
- Reputational risk damaging the ability of the Charity to continue to operate;
- Insufficient grant income;
- Fall in financial markets adversely affecting the Charity's investment portfolio.

We are looking at ways to address the above risks by:
- A robust financial modelling process supported the appointment of a Business Development Manager whose role would be to raise income via commercial enterprise;
- Rigorous budget management and assertive negotiation with the local commissioners further reduces the risk of financial instability and supported the 'going concern' status;
- Expert help with the employment relations challenges, a well negotiated consultation with staff, careful succession planning and a focus on training and development, all contributed to mitigating the HR risk;
- Robust clinical audit, consistent monitoring of staff competency, and diligent attention to the detail of national policy and guidance supported the hospice to emerge with service quality uncompromised;
- Recruitment of communications officer as part of a comprehensive Comms Strategy, implemented across all departments.

Plans for future periods

In May 2022 the Board approved the establishment of a new committee in order to maximise the focus and attention on all new commercial initiatives whether they are in direct support of our mission or for the sole purpose of raising funds to support the growth and maintenance of core clinical provision. The Business Initiatives and Developments (BID) Committee had their first meeting in July 2022.

The Trustees' Annual Strategy Day in October 2022 was an important milestone on the hospice development, and despite the resignation/retirement of some trustees in the year, was well attended, and included five trustee designates who will be formally appointed at the AGM in December 2022.

Colleagues had the opportunity to hear from a range of system partners; the wider health and social care context was shared and understood, and provided a useful backdrop for the four committees to share their intentions for the future.
With a mindset of growth and expansion, and a healthy combination of challenge and support, priorities for action were proposed and will be further developed during the rest of the year. Included in the discussion was a re ignition of the significance of the digital agenda for the hospice, and an acknowledgement that this is an aspect of our organisation which would benefit from urgent attention in order to support the newly defined 'one team' approach. In the face of an emerging End of Life Care (EoLC) strategy at Integrated Care System (ICS) level, the board agreed to focus attention on the articulation of the clinical service model of the future, and to drive the development of the education provision as one of a number of plans to extend our reach and impact out of the hospice walls.

People and culture will remain a key priority for attention over the coming year, and efforts to ensure that the hospice is a 'great place to work' will continue. The Well-being strategy is under construction, with a number of key initiatives already under way, and these actions to improve morale and productivity will continue to be monitored via frequent staff surveys.

As always, the financial sustainability of our charity is paramount, and trustees have agreed to consider wise investment of some of the hospice reserves in order to drive the strategy: this will likely include resourcing of the key commercial enterprise to ensure that maximum contribution is delivered.

In terms of philosophy and approach, trustees are committed to supporting the environment via energy saving initiatives, and to tackling the impact of health inequalities wherever possible, articulating a clear intention to model inclusivity at every level.

Structure, Governance and Management

Constitution

The Charity is registered as a charitable company limited by guarantee and is governed by its memorandum and articles as amended by special resolution, registered at Companies House on 7 January 2019, registered charity number 518392.

Method of appointment or election of trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. The Trustees who are listed on page 1 are also the directors of the company and are known as the Board of Trustees. Trustees are appointed for an initial term of one year and may serve for two further full terms of three years each, a maximum of seven years. At the end of their initial term or first three year term trustees may seek re-election.

Trustees who complete their term of office, and for whom exceptional circumstances apply, may be asked by the Chairman to extend their term for a period of one year, and subject to review, for a further period of one year if the Chair requests it. If there are exceptional circumstances relating to the imminent retirement of the Chair, then a request to extend their term may be made by the Vice Chair with the backing of the Board. The Chair may be asked to extend their term for a period of one year and, subject to review, for a further period of one year if requested.

When a vacancy arises on the Board of Trustees, or when additional specific knowledge is required to supplement the expertise on the Board, information is distributed throughout the relevant local business/healthcare community and the post may be advertised in the local press and on the website. Candidates will then follow a formal recruitment process against criteria agreed by Trustees to ensure appropriate skills, abilities and diversity of the Trustee Board. If a suitable candidate is chosen, that person will attend at least one Board meeting and one relevant sub-committee meeting in order to establish that there is mutual interest and suitability prior to them being offered election to the Board.

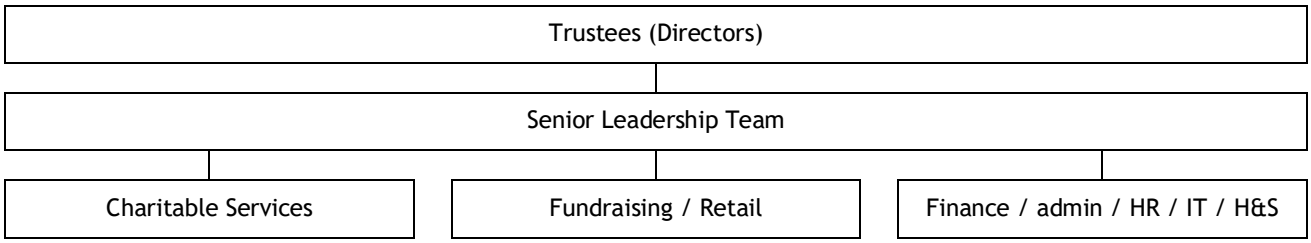
All trustees are required to sign a Declaration of Eligibility for appointment and a Declaration of Interests. They are also required to follow a Hospice Code of Conduct for Trustees.

Policies adopted for the induction and training of trustees

The Charity has established a wide programme of support and training for Trustees and particularly new Trustee appointments including an induction pack providing guidance for Board members and attending induction meetings at the Hospice with relevant staff in order to gain an understanding of the activities of the Charity and guidance on the role and responsibilities of a Trustee. The Trustees are invited to attend an annual Charity Update Conference, they are also invited to training days at the Hospice and regular visits to the Hospice and the Charity's retail stores.

Organisational structure and decision making

The Charity has its headquarters based in Wakefield with a distributed network of staff throughout the Wakefield District. The high-level organisation is illustrated below:



The Board of Trustees are the ultimate decision makers for the Charity with day-to-day management delegated to the CEO and Senior Leadership Team. The Finance, Estates and Resources (FER) Committee (a formal subcommittee of the Trustee Board) has delegated authority for the financial control, health and safety and staff and volunteers of the Charity.

The Board of Trustees meets on a quarterly basis. All meetings are minuted. In addition, the subcommittee meetings are also held quarterly, prior to each of the main Board meetings.

Trustees are members of one or more subcommittees depending upon their interest and expertise, the Chair of trustees may attend any sub-committee meeting. Additionally, all trustees are welcome at any subcommittee meeting.

The subcommittee members during the year were:

- Clinical Governance and Quality: J Milne, A T Hamilton, B Browne, L Clayton, and C J Phillips;
- Finance, Estates and Resources: H J Hirst, D J Martindale, M D Ashton, N Bains-Williams, J W Knox, S C Black, B Browne and R J Otter;
- Income Generation: G W Cattell, S C Black, D J Martindale, M L Denby, R J Otter, L Clayton and A T Hamilton.

Remuneration policy

Pay and benefits, including key management personnel remuneration, are set to recognise the value of the role and the level of responsibility. Pay and benefits are compared to benchmarks for similar roles in the charity sector and the level set based on the experience and skills required for the roles. The board has undertaken to maintain a total value proposition which enables the Charity to recruit and retain staff in a competitive healthcare market. During the year the Charity has also chosen to implement annual pay increases which reflects that recommended by the NHS pay body review. This resulted in an annual pay increase of between 1.5% and 9.3% at 1st April 2022 (2021: 3%).

Investment policy and performance

The Investment Policy has been reviewed in conjunction with the Reserves Policy and financial forecasting. The investment objective is to generate a positive return on the reserves net of all charges over the long term. The Trustees adopt an ethical investment policy and they are committed to ensure investments are actively managed by our Investment Managers to hold the companies they invest in on our behalf to account on a range of environmental, social and governance issues. The Trustees, in adopting an ethical investment policy, appreciate the underlying principle that their power of investment has to be used to further the purposes of the Charity and that those purposes will normally be best served by seeking the maximum return consistent with commercial prudence. The Trustees believe that their ethical policy can be consistent with this principle of seeking the best returns.

An amount of reserves are invested in a portfolio managed by Brewin Dolphin. The Charity's headline objective of the portfolio is for growth and the investment managers look to achieve this via a portfolio structure that aims for both income generation and long term capital growth. The overall performance of the investments during the year showed a small increase of 0.1% during the year (2021: increase of 30.0%), which reflects the general market conditions over the period.

Trustees' responsibility statement

The Trustees (who are also directors of Wakefield Hospice for the purposes of company law) are responsible for preparing the Trustees' Annual Report including the Group Strategic Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group and the charitable company will continue in operation.

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

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

Disclosure of information to auditors

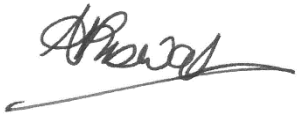
In so far as Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditors

The auditors, Armstrong Watson Audit Limited, have indicated their willingness to continue in office. The designated Trustees will propose a motion appointing the auditors at a meeting of the Trustees.

This report of the Trustees, incorporating the Strategic Report and the Directors' Report, was approved by the Board of Trustees on 7 November 2022 and signed on its behalf by:



Mr A P Howatson - Chair of Trustees

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE

Opinion

We have audited the financial statements of Wakefield Hospice (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 March 2022 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Charity Balance Sheet, the Consolidated Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Group's and of the parent charitable company's affairs as at 31 March 2022 and of the Group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE (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.

Opinion on other matters prescribed by the Companies Act 2006

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

- the information given in the Trustees' Report including the Group Strategic Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report and the Group Strategic Report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the Group and charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report including the Group Strategic Report.

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

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

Responsibilities of trustees

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

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

Auditor's responsibilities for the audit of the financial statements

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

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

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations and in particular, adherence to CQC requirements;
- we identified the laws and regulations applicable to the Group and parent charitable company through discussions with trustees, directors and other management and review of appropriate industry knowledge;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the Group and the parent charitable company financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures as a risk assessment tool to identify any unusual or unexpected relationships;
- tested journal entries to identify any unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates set out in Note 3 were indicative of potential bias.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation; and
- enquiring of management as to actual and potential litigation and claims.

Due 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. For example, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing fraud or non-compliance with laws and regulations and cannot be expected to detect all fraud and non-compliance with laws and regulations.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE (continued)

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

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Ross Preston (Senior Statutory Auditor)

for and on behalf of
Armstrong Watson Audit Limited
Chartered Accountants and Statutory Auditor
Leeds
Date: 15 December 2022

Wakefield Hospice

Consolidated Statement of Financial Activities
(including income and expenditure account)
For the year ended 31 March 2022

	Notes	2022 Unrestricted Funds	2022 Restricted Funds	2022 Total Funds	2021 Total Funds
Income:		£	£	£	£
Income from donations and legacies	4	**1,186,321**	**106,151**	**1,292,472**	2,214,524
Income from charitable activities	5	**1,441,191**	**-**	**1,441,191**	2,013,658
Income from other trading activities	6	**1,457,709**	**-**	**1,457,709**	910,752
Investment income	7	**36,568**	**-**	**36,568**	58,793
Other income	8	**31,702**	**-**	**31,702**	251,871
Total Income		**4,153,491**	**106,151**	**4,259,642**	5,449,598
Expenditure:					
Expenditure on raising funds	9	**1,453,293**	**-**	**1,453,293**	1,223,166
Expenditure on charitable activities	10	**2,929,345**	**12,568**	**2,941,913**	3,115,314
Total expenditure		**4,382,638**	**12,568**	**4,395,206**	4,338,480
Net gains on investments	16, 17	**29,218**	**-**	**29,218**	120,759
Net (expenditure) / income		**(199,929)**	**93,583**	**(106,346)**	1,231,877
Transfers between funds	24	**70,507**	**(70,507)**	**-**	-
Net movement in funds		**(129,422)**	**23,076**	**(106,346)**	1,231,877
Reconciliation of funds:					
Total funds brought forward		**6,401,155**	**91,613**	**6,492,768**	5,260,891
Total funds carried forward	24	**6,271,733**	**114,689**	**6,386,422**	6,492,768

All income and expenditure relate to continuing activities. The consolidated statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 20 to 35 form part of these financial statements.

Wakefield Hospice

Consolidated Balance Sheet at 31 March 2022

	Notes	2022	2022	2021	2021
		£	£	£	£
Fixed assets:					
Tangible fixed assets	15		**2,709,972**		2,799,273
Investment properties	16		**513,002**		645,633
Investments	17		**471,121**		470,483
			3,694,095		3,915,389
Current assets:					
Stocks	18	**7,482**		7,598	
Debtors	19	**976,990**		2,475,793	
Cash at bank and in hand		**2,069,767**		1,577,060	
		3,054,239		4,060,451	
Liabilities:					
Creditors falling due within one year	20	**(361,912)**		(1,397,177)	
Net current assets			**2,692,327**		2,663,274
Total assets less current liabilities			**6,386,422**		6,578,663
Provisions for liabilities	23		**-**		(85,895)
Total net assets			**6,386,422**		6,492,768
The funds of the charity:					
Restricted income funds	24		**114,689**		91,613
Unrestricted funds	24		**6,271,733**		6,401,155
Total charity funds	24		**6,386,422**		6,492,768

Approved by the Trustees on 7 November 2022 and signed on their behalf by :

……..……..……..

Mr A P Howatson - Chair of Trustees

Company registration No: 02038416

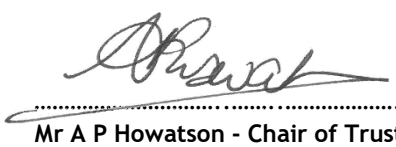
The notes on pages 20 to 35 form part of these financial statements.

Wakefield Hospice

Charity Balance Sheet at 31 March 2022

	Notes	2022	2022	2021	2021
		£	£	£	£
Fixed assets:					
Tangible fixed assets	15		**2,709,972**		2,799,273
Investment properties	16		**513,002**		645,633
Investments	17		**471,123**		470,485
			3,694,097		3,915,391
Current assets:					
Debtors	19	**984,808**		2,482,024	
Cash at bank and in hand		**2,057,266**		1,565,310	
		3,042,074		4,047,334	
Liabilities:					
Creditors falling due within one year	20	**(358,164)**		(1,392,477)	
Net current assets			**2,683,910**		2,654,857
Total assets less current liabilities			**6,378,007**		6,570,248
Provisions for liabilities	23		**-**		(85,895)
Total net assets			**6,378,007**		6,484,353
The funds of the charity:					
Restricted income funds	24		**114,689**		91,613
Unrestricted funds	24		**6,263,318**		6,392,740
Total charity funds	24		**6,378,007**		6,484,353

Approved by the Trustees on 7 November 2022 and signed on their behalf by :



Mr A P Howatson - Chair of Trustees

Company registration No: 02038416

The notes on pages 20 to 35 form part of these financial statements.

Wakefield Hospice

Consolidated Statement of Cash Flows
For the year ended 31 March 2022

	Notes	2022 £	2022 £	2021 £	2021 £
Cash flows from operating activities:					
Net cash provided by operating activities	**a**		**348,781**		1,017,780
Cash flows from investing activities:					
Dividends, interest and rents from investments		**36,568**		58,793	
Purchase of property, plant and equipment		**(53,853)**		(157,265)	
Proceeds from sale of properties		**80,114**		230,000	
Proceeds from sale of investments		**76,781**		81,727	
Purchase of investments		**(75,136)**		(82,256)	
Net cash provided by investing activities			**64,474**		130,999
Change in cash and cash equivalents in the year			**413,255**		1,148,779
Cash and cash equivalents at the beginning of the year			**1,663,971**		515,192
Cash and cash equivalents at the end of the year	**b**		**2,077,226**		1,663,971

Notes to the statement of cash flows

a Reconciliation of net expenditure to net cash flow from operating activities

	2022 £	2021 £
Net (expenditure) / income for the year	**(106,346)**	1,231,877
Depreciation charges	**143,154**	129,144
Profit on disposal of fixed assets	**-**	(6,798)
Net gain on investments	**(29,218)**	(120,759)
Dividends, interest and rents from investments	**(36,568)**	(58,793)
Decrease / (increase) in stocks	**116**	(598)
Decrease / (increase) in debtors	**1,498,803**	(385,834)
(Decrease) / increase in creditors	**(1,035,265)**	143,646
(Decrease) / increase in provision	**(85,895)**	85,895
Net cash provided by operating activities	**348,781**	1,017,780

b Analysis of cash and cash equivalents

	2022 £	2021 £
Cash at bank and in hand	**2,069,767**	1,577,060
Cash held as part of the investment portfolio	**7,459**	8,078
Cash held as part of investment property	**-**	78,833
Total cash and cash equivalents	**2,077,226**	1,663,971

The notes on pages 20 to 35 form part of these financial statements.

1 Charitable status

The Company is a private limited company registered in England and Wales and a registered Charity, number 513063 and is limited by guarantee. In the event of the Charity being wound up, the liability of each member is limited to £1. At 31 March 2022 there were 14 members. The address of the registered office is given in the Trustees and advisors section on page one of these financial statements. The financial statements are presented in Sterling (£), which is the functional currency of the Charity, and are rounded to the nearest £.

2 Accounting policies

a) Basis of preparation

The financial statements have been prepared under the historical cost convention, modified for the valuation of investments, which are shown at market value. The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Wakefield Hospice meets the definition of a public benefit entity under FRS 102.

b) Preparation of the accounts on a going concern basis

Preparation of the accounts is on a going concern basis. The trustees have again considered the impact of the COVID-19 pandemic, along with the cost of living crisis, significant increases in UK energy costs and the war in Ukraine and the potential impact on the charity's activities, beneficiaries, workforce and supply chain, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the trustees are confident that they have in place plans to deal with any financial losses that may arise. The trustees do however recognise that uncertainty exists surrounding the duration and impact of the current economic pressures and hence there is inherent risk regarding the success and sustainability of these plans. The Charity, however, have certain mitigations in place and the trustees have concluded that the charity remains a going concern whilst such viable options are available to it. The charity has no overdraft facility or other external loans, the Charity's forecasts and projections show that the Charity is able to operate without the need for external financing for at least 12 months from the date of approval of these financial statements. After making enquiries the Trustees have a confident expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future and for a period of at least 12 months from the date of approval of the financial statements. The Charity therefore continues to adopt the going concern basis of preparation for the accounts.

c) Income

Income, including government grant income, is recognised when the Charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured readily.

Income from contracts is recognised as services are provided and the Charity becomes legally entitled to the income.

Income from interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Group; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

For legacies, entitlement is taken as the earlier of the date on which either: the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the Charity has been notified of the executor's intention to make a distribution.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2 Accounting policies (continued)

c) Income (continued)

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects.

Gifts donated for resale are included as income when they are sold. Where the donated good is a fixed asset, it is measured at fair value, unless it is is impractical to measure this reliably, in which case the cost of the item to the donor is used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the Charity's accounting policies.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

d) Leases

Payments under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the life of the lease.

e) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

- Expenditure on raising funds comprise the costs of management of the investment portfolio and the running costs associated with properties not currently occupied by the Charity;
- Expenditure on charitable activities includes the costs associated with activities undertaken to further the purposes of the Charity and their associated support costs;
- Other expenditure represents those items not falling into any other heading.

f) Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include head office costs, finance, administration and governance costs which support the charities activities. These costs have been allocated to the services within expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 11.

g) Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

h) Basis of consolidation

The financial statements consolidate the accounts of Wakefield Hospice and it's subsidiary undertaking, Wakefield Hospice Trading Limited.

The company has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its Statement of Financial Activities, including income and expenditure accounts.

The net expenditure for the year dealt with in the accounts of the charity was £114,488 (2021 - net income of £1,224,593).

i) Tangible fixed assets

The Charity capitalises all capital items costing £1,000 or more and are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition are included in the measurement of cost. At each reporting date the Group and Charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

2 Accounting policies (continued)

i) Tangible fixed assets (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

(i) Fixtures, fittings and equipment

Fixtures, fittings and equipment are depreciated at 20% per annum, on a straight-line basis using the cost less any estimated residual values.

(ii) *Motor vehicles*

Motor vehicles are depreciated at 25% per annum, on a straight-line basis.

(iii) Freehold property

Freehold buildings are depreciated at 2% per annum on a straight-line basis using the cost.

(iv) Leasehold improvements

Leasehold improvements are depreciated over the term of the lease.

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Consolidated Statement of Financial Activities.

j) Financial instruments

All of the charitable company's financial assets and financial liabilities are of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value, after any discounts. Non-basic financial instruments relate to investments, which are recognised at market value. Realised and unrealised gains and losses are released to the Statement of Financial Activities as they arise.

k) Investment properties

Investment properties are stated at a discounted fair value, as determined by the Trustees, with changes in discounted fair value being recognised in the Statement of Financial Activities. The properties are discounted by 5% where the properties were subject to a conventional Assured Shorthold Tenancy agreement and 30% for properties subject to Regulated Tenancy agreement.

l) Investments

Investments in subsidiaries are stated at cost. Other investments are stated at fair value with changes in fair value being recognised in the Statement of Financial Activities.

m) Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

The value of donated goods are recognised at the point they are sold.

n) Debtors

Trade and other debtors are recognised at the settlement amount due, after any trade discount offered. Prepayments are valued at the amount prepaid, net of any trade discounts due.

o) Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition, or opening of the deposit, or similar account.

p) Creditors and provisions

Creditors and provisions are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Accounting policies (continued)

q) Pensions

Defined contribution

The Charity operates a Group Personal Pension Plan. Contributions paid into this arrangement are charged to the Statement of Financial Activities in the year to which they relate.

Multi-employer plan

The charitable company's clinical staff are eligible to contribute to the NHS pension scheme, an unfunded final salary scheme. The scheme is a multi-employer pension scheme, with contributions made by both the employer and employee. The charitable company is unable to identify its share of the underlying assets and liabilities of the scheme; the scheme is therefore accounted for as a defined contribution scheme in accordance with FRS 102. Employer contributions are recognised in the Statement of Financial Activities in the period to which they relate. Where applicable, a liability is recognised for contributions arising from an agreement with the multi-employer plan that determines how the charity will fund a deficit. Contributions are discounted when they are not expected to be settled wholly within 12 months of the period end.

r) Fund accounting

Unrestricted : these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Designated : these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

Restricted : these are funds that can only be used for particular restricted purposes imposed by the donor or funder within the objects of the Charity.

3 Critical accounting estimates and areas of judgement

Preparation of the financial statements requires the Trustees to make significant judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. These estimates and assumptions are based on historical experience and other factors that are considered to be relevant. The items in the financial statements where these judgements, estimates and assumptions have been made include:

Valuations and useful economic lives of fixed assets

In assessing the carrying value of assets, the Trustees have used their judgement in selecting suitable valuation methods and inputs and in estimating the useful economic lives (UELs) of assets. UELs have been reviewed, with no changes being made in the year.

Valuation of investment properties

The investment properties are valued by Trustees, based on the previous valuations performed by estate agents based on vacant possession values. The valuations are further discounted by 5% where the properties were subject to a conventional Assured Shorthold Tenancy agreement and 30% for properties subject to Regulated Tenancy agreement. One property was unlet at the time of the valuation. There have been no changes in the types of Tenancy since the date of valuation. The trustees regard these values as fair valuations of the properties.

Bad debt provision

The Group and the charitable company makes an estimate of the recoverable value of trade and other debtors. When assessing impairment of trade and other debtors, management considers factors including the current credit rating of the debtor, the ageing profile of debtors and historical experience. See note 19 for the net carrying amount of the debtors and associated impairment provision.

Provisions

Provisions are recognised at the balance sheet date at the Trustees' best estimate of the expenditure required to settle the present obligation. The carrying amounts of provisions are reviewed annually and adjusted in light of any new information. Details surrounding provisions held at the year end are included in note 23.

3 Critical accounting estimates and areas of judgement (continued)

Contingent liabilities

In assessing whether there are any contingent liabilities present the Trustees' have used their best estimate to ascertain possible but uncertain obligations and present obligations that are not recognised because they are not more likely than not to occur and / or the amount of the obligation cannot be estimated readily.

4 Donations and legacies

	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Donations and gifts	**422,539**	**-**	**422,539**	444,101
Gift Aid	**69,847**	**-**	**69,847**	65,551
Legacies	**566,122**	**-**	**566,122**	389,786
Other Grants	**127,813**	**106,151**	**233,964**	1,315,086
	1,186,321	**106,151**	**1,292,472**	2,214,524

Income from donations and legacies was £1,292,472 (2021: £2,214,524) of which £1,186,321 was unrestricted (2021: £2,091,772) and £106,151 was restricted (2021: £122,752).

5 Analysis of income from charitable activities

	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £	2021 Total Funds £
CCG grant for specialist care	**1,033,658**	**-**	**1,033,658**	1,808,658
24/7 Admissions	**100,000**	**-**	**100,000**	100,000
Education	**135,489**	**-**	**135,489**	80,001
Other grants and claims	**139,064**	**-**	**139,064**	10,980
Sundries & expenditure recharges	**32,980**	**-**	**32,980**	14,019
	1,441,191	**-**	**1,441,191**	2,013,658

Income from charitable activities was £1,441,191 (2021: £2,013,658) of which £1,441,191 was unrestricted (2021: £2,013,658) and £nil was restricted (2021: £nil).

6 Analysis of income from other trading activities

	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Fundraising and other activities	**506,013**	**-**	**506,013**	295,966
Retail income	**839,405**	**-**	**839,405**	522,874
Lottery	**65,295**	**-**	**65,295**	58,851
General income	**24,444**	**-**	**24,444**	11,010
Trade from Wakefield Hospice Trading Limited	**22,552**	**-**	**22,552**	22,051
	1,457,709	**-**	**1,457,709**	910,752

Income from other trading activities was £1,457,709 (2021: £910,752) of which £1,457,709 was unrestricted (2021: £910,752) and £nil was restricted (2021: £nil).

7 Investment income

	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Income from investment properties	**25,803**	**-**	**25,803**	35,475
Income from listed investments	**10,403**	**-**	**10,403**	22,550
Interest receivable	**362**	**-**	**362**	768
	36,568	**-**	**36,568**	58,793

Investment income was £36,568 (2021: £58,793) of which £36,568 was unrestricted (2021: £58,793) and £nil was restricted (2021: £nil).

8 Other income

	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Job Retention Scheme grant	**31,702**	**-**	**31,702**	251,871

Other income was £31,702 (2021: £251,871) of which £31,702 was unrestricted (2021: £251,871) and £nil was restricted (2021: £nil).

9 Analysis of expenditure on raising funds

	Activities undertaken directly £	Support Costs (see note 11) £	2022 Total £	2021 Total £
Fundraising				
Wages and salaries	**217,925**	**114,216**	**332,141**	314,222
Depreciation	**-**	**4,966**	**4,966**	13,555
Other costs	**151,853**	**21,801**	**173,654**	115,371
	369,778	**140,983**	**510,761**	443,148
Retail				
Wages and salaries	**474,916**	**117,016**	**591,932**	411,150
Expenditure of Wakefield Hospice Trading Limited	**14,410**	**-**	**14,410**	14,767
Depreciation	**-**	**14,384**	**14,384**	22,909
Other costs	**242,986**	**29,101**	**272,087**	314,916
	732,312	**160,501**	**892,813**	763,742
Other expenditure on raising funds				
Investment management fees	**11,536**	**-**	**11,536**	15,488
General income costs	**4,836**	**-**	**4,836**	788
	16,372	**-**	**16,372**	16,276
Governance (see note 11)	**-**	**33,347**	**33,347**	-
	1,118,462	**334,831**	**1,453,293**	1,223,166

Expenditure on raising funds was £1,453,293 (2021: £1,223,166) of which £1,453,293 was unrestricted (2021: £1,223,166) and £nil was restricted (2021: £nil).

10 Analysis of expenditure on charitable activities

	Activities undertaken directly £	Support Costs (see note 11) £	2022 Total £	2021 Total £
Hospice inpatient unit, day care and carer support				
Wages and salaries	**2,010,879**	**308,369**	**2,319,248**	2,491,521
Depreciation	**-**	**123,804**	**123,804**	92,681
Other costs	**310,594**	**80,601**	**391,195**	445,882
	2,321,473	**512,774**	**2,834,247**	3,030,084
Education				
Wages and salaries	**107,666**	**-**	**107,666**	85,230
	107,666	**-**	**107,666**	85,230
	2,429,139	**512,774**	**2,941,913**	3,115,314

Expenditure on charitable activities was £2,941,913 (2021: £3,115,314) of which £2,929,345 was unrestricted (2021: £2,981,920) and £12,568 was restricted (2021: £133,394).

11 Analysis of governance and support costs

The Charity initially identifies the costs of its support functions, which represent central administration costs. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs are apportioned between the activities undertaken as shown below.

	General Support £	Governance Function £	Total £	Basis of apportionment
Audit and accountancy	**-**	**8,250**	**8,250**	Governance
Legal fees	**-**	**21,927**	**21,927**	Governance
Other professional fees	**-**	**2,206**	**2,206**	Governance
Other governance expenditure	**-**	**964**	**964**	Governance
Finance and administration salaries, wages and related costs	**539,601**	**-**	**539,601**	Allocated on total costs, total expenditure and number of employees
Finance and administration other expenditure	**34,304**	**-**	**34,304**	Allocated on total costs, total expenditure and number of employees
IT costs	**63,557**	**-**	**63,557**	Allocated on number of employees
Depreciation	**143,154**	**-**	**143,154**	Allocated on total assets
Other support costs	**33,642**	**-**	**33,642**	Allocated on total costs & total expenditure
	814,258	**33,347**	**847,605**	

12 Net expenditure for the year

	2022 £	2021 £
This is stated after charging:		
Depreciation	**143,154**	129,144
Auditor's remuneration:		
For the provision of audit services to the charitable company	**6,500**	10,795
For the provision of taxation advisory services not included above	**1,750**	200

13 Analysis of staff costs

	2022 £	2021 £
Wages and salaries	**2,934,241**	2,907,139
Social security costs	**261,769**	231,106
Contribution to defined contribution pension schemes	**154,977**	163,878
	3,350,987	3,302,123

The number of employees whose emoluments (excluding employer pension costs) fell within the following bands is set out below:

£60,000 - £70,000	**3**	2
£80,000 - £90,000	**-**	1
£90,000 - £100,000	**1**	-

14 Staff numbers, Trustee remuneration and expenses and the cost of key management personnel

The average monthly head count during the year was as follows:

	2022	2021
Hospice inpatient unit, day therapy and patient support	**75**	74
Fundraising	**9**	13
Retail	**25**	24
Administration	**16**	13
	125	124

The Charity Trustees were not paid and did not receive any other benefits from employment with the Charity in the year (2021: £nil) neither did they receive payment for professional or other services supplied to the Charity (2021: £nil). No expenses were reimbursed to Trustees during the year (2021: £nil) in respect of out of pocket travel expenses.

The key management personnel comprises the Trustees and the Senior Leadership Team. The total cost of the key management personnel of the group during the year was £419,742 (2021: £316,838).

15 Tangible fixed assets

Group and Charity	Freehold property and improvements £	Leasehold property and improvements £	Fixtures, fittings and equipment £	Motor vehicles £	Total £
Cost					
At 1 April 2021	3,437,045	150,453	780,640	23,276	4,391,414
Disposals	-	-	(27,901)	-	(27,901)
Additions	7,041	-	46,812	-	53,853
At 31 March 2022	**3,444,086**	**150,453**	**799,551**	**23,276**	**4,417,366**
Depreciation					
At 1 April 2021	880,000	96,332	592,533	23,276	1,592,141
Disposals	-	-	(27,901)	-	(27,901)
Charge for the year	68,811	13,113	61,230	-	143,154
At 31 March 2022	**948,811**	**109,445**	**625,862**	**23,276**	**1,707,394**
Net Book Value					
At 31 March 2022	**2,495,275**	**41,008**	**173,689**	**-**	**2,709,972**
At 31 March 2021	2,557,045	54,121	188,107	-	2,799,273

16 Investment properties

Group and Charity	Freehold investment property 2022 £	2021 £
Valuation at beginning of year	**645,633**	833,378
Disposal proceeds	**(80,114)**	(230,000)
(Losses) / gains on disposal	**(1,386)**	6,797
Reclassification of bank accounts	**(78,833)**	-
Surplus on revaluation	**27,702**	35,458
Valuation at end of year	**513,002**	645,633

The investment properties were valued by Trustees as at 31 March 2022, based on an uplift on the previous valuation provided as at 31 March 2020 by Simon Kendall MNAEA of Richard Kendall Estate Agent, based on vacant possession values. The uplift was based on a valuation provided on 16 March 2022 on one of the properties by Bruce Collinson FRICS of Adair Paxton Property Specialists. The valuations were further discounted by 5% where the properties were subject to a conventional Assured Shorthold Tenancy agreement and 30% for properties subject to Regulated Tenancy agreement. One propery was unlet at the time of the valuation (2021: nil). There have been no changes in type of Tenancy since the date of valuation. The Trustees regard these values as fair valuations of the properties at 31 March 2022.

17 Investments

Group	Listed investments 2022 £	2021 £
Valuation at beginning of year	**470,483**	361,945
Additions	**75,136**	82,256
Disposals	**(76,781)**	(60,545)
Net movement in deposits	**(619)**	1,526
Net investment gains	**2,902**	85,301
Valuation at end of year	**471,121**	470,483

Charity	Investments in subsidiary companies £	Listed investments £	Total 2022 £	2021 £
Valuation at beginning of year	**2**	**470,483**	**470,485**	361,947
Additions	**-**	**75,136**	**75,136**	82,256
Disposals	**-**	**(76,781)**	**(75,839)**	(60,545)
Net movement in deposits	**-**	**(619)**	**(619)**	1,526
Net investment gains	**-**	**2,902**	**1,960**	85,301
Valuation at end of year	**2**	**471,121**	**471,123**	470,485

Listed investments are those listed on a recognised stock exchange or are held in units of common investment funds where the values are calculated by reference to investments quoted on a recognised stock exchange.
At the year end no individual investment amounts to more than 5.6% of the portfolio value (2021: 5.7%).
3 fund investments held at the year end were greater than 5% (2021: 3); Fundsmith LLP sustainable equity DIS (5.6%), Fidelity UCITS ICA US Qual Inc (5.3%), SSGA SPDR ETFS E (5.2%)

17 Investments (continued)

	Market Value 2022 £	Market Value 2021 £
UK equities	**112,976**	120,228
Overseas equities	**230,048**	228,667
UK government bonds	**82,873**	78,985
Company bonds	**37,765**	34,525
Cash Funds	**7,459**	8,078
	471,121	470,483
Historical cost at end of year	**402,705**	385,317

Principal subsidiaries

The following was a subsidiary undertaking of the Charity:

Name	Company number	Registered in	Principal activity
Wakefield Hospice Trading Limited	02768457	England	Trading Subsidiary

Class of shares	Holding	Included in consolidation
Ordinary	100%	Yes

The financial results of the subsidiary for the year were:

Name	Income £	Expenditure £	Profit for the year £	Net assets £
Wakefield Hospice Trading Limited	**22,552**	**14,410**	**8,142**	**8,417**

18 Stocks

Group	2022 £	2021 £
Finished goods and goods for resale	**7,482**	7,598

19 Debtors

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Trade debtors	**193,382**	1,556,762	**193,382**	1,556,762
Amounts owed by group undertakings	**-**	-	**7,818**	6,233
Prepayments and accrued income	**757,349**	884,380	**757,349**	884,378
Other debtors	**26,259**	34,651	**26,259**	34,651
	976,990	2,475,793	**984,808**	2,482,024

20 Creditors: Amounts falling due within one year

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Trade creditors	**125,848**	192,223	**125,848**	191,874
Accruals	**128,917**	137,739	**125,530**	133,421
Deferred income (see note 21)	**23,156**	1,067,182	**23,156**	1,067,182
Other taxation and social security	**59,795**	33	**59,434**	-
Other creditors	**24,196**	-	**24,196**	-
	361,912	1,397,177	**358,164**	1,392,477

21 Deferred income

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Balance as at 1 April 2021	**1,067,182**	929,003	**1,067,182**	929,003
Amount released to income from prior periods	**(1,067,182)**	(929,003)	**(1,067,182)**	(929,003)
Amount deferred in year	**23,156**	1,067,182	**23,156**	1,067,182
Balance as at 31 March 2022	**23,156**	1,067,182	**23,156**	1,067,182

Deferred income comprises monies received in advance for future events and from licence fees, for which the income is spread over the period of the licences.

22 Financial instruments

Group

Financial assets	2022 £	2021 £
Financial assets measured at fair value through income and expenditure account	**984,123**	1,116,116
Financial assets measured at amortised cost	**2,289,408**	3,168,473
	3,273,531	4,284,589
Financial liabilities		
Financial liabilities measured at amortised cost	**279,322**	329,962
	279,322	329,962

Charity

Financial assets	2022 £	2021 £
Financial assets measured at fair value through income and expenditure account	**984,125**	1,116,118
Financial assets measured at amortised cost	**2,284,725**	3,162,956
	3,268,850	4,279,074
Financial liabilities		
Financial liabilities measured at amortised cost	**275,574**	325,295
	275,574	325,295

Financial assets measured at fair value through income and expenditure comprise investment properties and investments.
Financial assets measured at amortised cost comprise cash and cash equivalents, trade and other debtors.
Financial liabilities measured at amortised cost comprise trade and other creditors and accruals.

23 Provisions

Group and Charity	Provision £
Balance as at 1 April 2021	**85,895**
Expenditure during the year	**(50,750)**
Amount released during the year	**(35,145)**
Balance as at 31 March 2022	**-**

In the year ended 31 March 2021, the hospice had streamlined and restructured its business model which resulted in some posts which were unfortunately made redundant. Based on the uncertainties surrounding the calculations method which were used for the redundancies payment, a provision was made at the previous year end for the total amount of £85,895. This process was concluded in November 2021, with payments of £50,750 made during the year. The remaining balance was released back to the income and expenditure acount.

24 Funds

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	Gains and losses £	Balance at 31 March 2022 £
Restricted Funds						
Restricted funds	91,613	106,151	(12,568)	(70,507)	-	**114,689**
Unrestricted Funds						
Designated funds:						
Capital fund	2,799,273	53,853	(143,154)	600,000	-	**3,309,972**
General funds	3,601,882	4,099,638	(4,239,484)	(529,493)	29,218	**2,961,761**
Total Unrestricted Funds	6,401,155	4,153,491	(4,382,638)	70,507	29,218	**6,271,733**
	6,492,768	4,259,642	(4,395,206)	-	29,218	**6,386,422**

Restricted Funds

These are comprised of donations and grants made to the hospice for a specific purpose. Most of the restricted funds have been used with some remaining balance to be carried forward to be spent in the following year which include:

- Grant funding for virtual beds project - £31,265
- Grant funding for LED lighting - £12,000
- Grant funding for nurse call system - £12,000
- Various grants and donation for dementia day care service - £9,115
- Thomas Deane Trust - photography - £7,366
- Other funds have been donated / granted by various donors for a specific purchase or use that has been stated by the donor / grant funder

Designated Funds

Capital Fund
This fund represents the depreciated value of the tangible assets which can not be disposed of without limiting the scope of the Charity's activities and an amount for future capital spend as agreed by Trustees.

Transfers

Transfers during the year relate to the acquisition of capital equipment from restricted funds (£70,507) and the designation of funds for capital spend on repairs and maintenance, IT and Ward extension and partitioning to create individual rooms (£600,000).

25 Analysis of net assets between funds

	Fixed Assets	Investment Properties	Investments	Net Current Assets	Provisions for Liabilities	Total
	£	£	£	£	£	£
Restricted funds	-	-	-	114,689	-	**114,689**
Unrestricted funds:						
Designated funds	2,709,972	-	-	600,000	-	**3,309,972**
General funds	-	513,002	471,121	1,977,638	-	**2,961,761**
	2,709,972	513,002	471,121	2,692,327	-	**6,386,422**

26 Pension commitments

Employees of the Charity are entitled to join either the NHS Pension Scheme (eligible employees only), or the Wakefield Hospice Pension Plan.

NHS Pension Scheme

Eligible employees are able to remain in the NHS Pension Scheme as if they were still in the employment of an employing authority. The NHS pension scheme is an unfunded occupational pension scheme backed by the Exchequer, which is open to all NHS employees and employees of approved organisations. The scheme provides pensions, in varying circumstances for employees of participating employers. The scheme receives contributions from employers and employees to defray the costs of pensions and other benefits. The scheme is subject to a full actuarial valuation every four years and an accounting valuation every year. Details of benefits payable, and the basis for valuations under these provisions can be found on the NHS Pension website at www.nhsbsa.nhs.uk/nhs-pensions. The scheme is accounted for as a multi-employer scheme under the Charity SORP (FRS102) and, as no surplus or deficit is able to be identified and allocated to the separate employer, the contributions have been accounted for as a defined contribution scheme and no share of the surplus or deficit included in these financial statements.

Employer contributions were 14.4% of pensionable pay and employee contributions were in the range of 5.6% to 12.5% of pensionable pay. In the year ended 31 March 2022, the charity made contributions to the NHS Pension Scheme totalling £97,177 (2021: £110,503). Contributions of £11,796 were payable at 31 March 2022 (2021: £14,690).

Other Pension Schemes

Other employees are entitled to join the Aviva - Wakefield Hospice Pension Plan, which is a defined contribution scheme. The contribution rates for this scheme are between 3% to 4% of pensionable pay for the employer and between the ranges of 5% to 13% of pensionable pay for the employee. New employees are auto-enrolled, if eligible, into this scheme. In the year ending 31 March 2022, the charity paid employer contributions to the Aviva scheme totalling £57,799 (2021: £53,375). Contributions of £11,816 were payable at 31 March 2022 (2021: £11,034).

27 Commitments under operating leases

Group and Charity

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2022	2021
	£	£
Not later than 1 year	**96,065**	105,865
Later than 1 year and not later than 5 years	**76,489**	167,727
	172,554	273,592

28 Capital commitments

There were no capital commitments at 31 March 2022 (2021: £nil)

29 Related party transactions

Advantage has been taken of the exemption in FRS 102 ('The Financial Reporting Standard applicable in the UK and Republic of Ireland') from the requirement to disclose the transaction with group companies on the grounds that they are wholly owned.

30 Statement of financial activities comparative note

	2022 Total Funds £	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £
Income:				
Income from donations and legacies	**1,292,472**	2,091,772	122,752	2,214,524
Income from charitable activities	**1,441,191**	2,013,658	-	2,013,658
Income from other trading activities	**1,457,709**	910,752	-	910,752
Investment income	**36,568**	58,793	-	58,793
Other income	**31,702**	251,871	-	251,871
Total Income	**4,259,642**	5,326,846	122,752	5,449,598
Expenditure:				
Expenditure on raising funds	**1,453,293**	1,223,166	-	1,223,166
Expenditure on charitable activities	**2,941,913**	2,981,920	133,394	3,115,314
Total expenditure	**4,395,206**	4,205,086	133,394	4,338,480
Net gains on investments	**29,218**	120,759	-	120,759
Net (expenditure) / income	**(106,346)**	1,242,519	(10,642)	1,231,877
Transfers between funds	**-**	(57,339)	57,339	-
Net Movement in Funds	**(106,346)**	1,185,180	46,697	1,231,877
Reconciliation of funds:				
Total funds brought forward	**6,492,768**	5,215,975	44,916	5,260,891
Total funds carried forward	**6,386,422**	6,401,155	91,613	6,492,768

31 Analysis of expenditure on raising funds comparative note

	2022 Total £	Activities undertaken directly £	Support Costs (see note 33) £	2021 Total £
Fundraising				
Wages and salaries	**332,141**	272,922	41,300	314,222
Depreciation	**4,966**	-	13,555	13,555
Other costs	**173,654**	109,548	5,823	115,371
	510,761	382,470	60,678	443,148
Retail				
Wages and salaries	**591,932**	341,348	69,802	411,150
Expenditure of Wakefield Hospice Trading Limited	**14,410**	14,767	-	14,767
Depreciation	**14,384**	-	22,908	22,908
Other costs	**272,087**	305,074	9,842	314,916
	892,813	661,189	102,552	763,741
Other expenditure on raising funds				
Investment management fees	**11,536**	15,488	-	15,488
General income costs	**4,836**	3,565	-	3,565
	16,372	19,053	-	19,053
Governance	**33,347**	-	-	-
	1,453,293	1,062,712	163,230	1,225,942

32 Analysis of expenditure on charitable activities comparative note

	2022 Total £	Activities undertaken directly £	Support Costs (see note 33) £	2021 Total £
Hospice inpatient unit, day care and carer support				
Wages and salaries	**2,319,248**	2,209,127	282,394	2,491,521
Depreciation	**123,804**	-	92,681	92,681
Other costs	**391,195**	406,063	39,819	445,882
	2,834,247	2,615,190	414,894	3,030,084
Education				
Wages and salaries	**107,666**	85,230	-	85,230
	107,666	85,230	-	85,230
	2,941,913	2,700,420	414,894	3,115,314

33 Analysis of governance and support costs comparative note

	General Support £	Total £	Basis of apportionment
Audit and accountancy	**11,295**	**11,295**	Allocated on total costs
Other governance expenditure	**1,248**	**1,248**	Allocated on total costs
Finance and administration salaries, wages and related costs	**393,496**	**393,496**	Allocated on total costs
Finance and administration other expenditure	**6,219**	**6,219**	Allocated on total costs
IT costs	**18,655**	**18,655**	Allocated on total costs
Depreciation	**129,144**	**129,144**	Allocated on total costs
Other support costs	**18,067**	**18,067**	Allocated on total costs
	578,124	**578,124**	

34 Funds comparative note

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Gains and losses £	Balance at 31 March 2021 £
Restricted Funds						
Restricted funds	44,916	122,752	(133,394)	57,339	-	**91,613**
Unrestricted Funds						
Designated funds:						
Capital fund	2,827,587	58,118	(46,222)	(40,210)	-	**2,799,273**
General funds	2,388,388	5,268,728	(4,158,864)	(17,129)	120,759	**3,601,882**
Total Unrestricted Funds	5,215,975	5,326,846	(4,205,086)	(57,339)	120,759	**6,401,155**
	5,260,891	5,449,598	(4,338,480)	-	120,759	**6,492,768**

35 Analysis of net assets between funds comparative note

	Fixed Assets	Investment Properties	Investments	Net Current Assets	Provisions for Liabilities	Total
	£	£	£	£	£	£
Restricted funds	-	-	-	91,613	-	**91,613**
Unrestricted funds:						
Designated funds	2,799,273	-	-	-	-	**2,799,273**
General funds	-	645,633	470,483	2,571,661	(85,895)	**3,601,882**
	2,799,273	645,633	470,483	2,663,274	(85,895)	**6,492,768**

WAKEFIELD HOSPICE

England & Wales - Charity number 518392

Accounts

Registered number: 02038416
Charity number: 518392

WAKEFIELD HOSPICE

(A Company Limited by Guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

ArmstrongWatson®
Accountants, Business & Financial Advisers

WAKEFIELD HOSPICE
(A Company Limited by Guarantee)

CONTENTS

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisers	1
Chairman's Statement	2 - 3
Trustees' Report	4 - 24
Trustees' Responsibilities Statement	25
Independent Auditor's Report on the Financial Statements	26 - 29
Consolidated Statement of Financial Activities	30
Consolidated Balance Sheet	31
Charity Balance Sheet	32
Consolidated Statement of Cash Flows	33
Notes to the Financial Statements	34 - 61

WAKEFIELD HOSPICE

(A Company Limited by Guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2021

Company Number	02038416
Registered Charity Number	518392
Registered Office	Aberford Road Wakefield West Yorkshire WF1 4TS
Directors and Trustees	A P Howatson - Chair H J Hirst – Vice Chair G W Cattell – Vice Chair G Mortimer - Chair (Resigned 14 Dec 2020) J E Senior (Resigned 14 Dec 2020) D J Martindale M D Ashton N Bains-Williams S C Black M L Denby C J Phillips R J Otter (Appointed 27 July 2020) A T Hamilton (Appointed 27 July 2020) J W Knox (Appointed 27 July 2020) B Browne (Appointed 14 Dec 2020) L Clayton (Appointed 14 Dec 2020) J Milne (Appointed 01 Feb 2021) N F Esmond (Resigned 3 July 2020)
Company Secretary	F Bradley
Executive Team	T R Turner – Chief Executive Dr A M Seymour- Medical Director (Resigned 31 Aug 2020) Dr E Lowe – Medical Director (Appointed 01 Sep 2021) H M Knowles – Director of Fundraising and Retail Operations F Bradley – Director of Finance Estate & Resources A M Harwood - Director of Clinical Services (Resigned 30 Apr 2021) J Millard – Interim Director of Clinical Services (Appointed 01 May 2021)
Independent Auditor	Armstrong Watson Audit Limited 3rd Floor, 10 South Parade Leeds LS1 5QS
Bankers	Royal Bank of Scotland plc PO Box 4862 5 Church Street Sheffield S2 9EQ

WAKEFIELD HOSPICE

(A Company Limited by Guarantee)

CHAIRMAN'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021

Dear friends, supporters, volunteers, patrons and ambassadors,

As the new Chair of trustees it is a great privilege and my duty to introduce to you the Wakefield Hospice's Annual Report for the financial year ended 31 March 2021. That said, I think this has been the most challenging year in our hospice's history.

In what should have been a wonderful year of sharing celebrations, fun, laughter, reflections, camaraderie and gratitude for thirty years of service to the good people of Wakefield; our magnificent hospice and its staff, volunteers and donors were consumed by the fear, trauma and devastation that the Coronavirus global pandemic caused, much like the rest of the country and indeed, the world.

Like so many other areas of our own lives, things changed quickly and drastically. Each member of our teams at the hospice, the warehouse and the shops has been personally affected by COVID-19. Some staff have had to endure wearing personal protective equipment in our clinical and patient support teams to protect both our vulnerable patients and themselves. Staff in retail and at the hospice were furloughed as they could not perform their duties. Staff in some administrative roles were supported to work remotely.

Yet, despite these challenges, the hospice staff still provided the very highest standards of care under the most arduous and challenging of circumstances. On behalf of my fellow trustees I would like to take this opportunity to commend each and every one of them for digging in and carrying on.

Unfortunately, visiting ceased for relatives, loved ones, friends and neighbours of our service users. All non-essential services, including our shops and our warehouse were closed, and many of our fund-raising activities were cancelled. Incredibly, our staff teams embraced the use of technology to: enable our service users to contact their nearest and dearest; convert fundraising activities to online challenges, and; hold meetings via Zoom or Microsoft Teams.

No one predicted the havoc this virus would wreak and yet the impact on the life and work of the hospice has been significant, especially on our income. Although the Government Jobs Retention Scheme enabled us to continue paying the salaries of staff who had been furloughed, to protect the future of the organisation, we had to take the sad and very difficult decision to reduce our staff costs leading to some staff being made redundant.

Our thirtieth anniversary year was far from being celebratory and rather more about wrestling with the potentially perilous consequences of the pandemic.

Not only did we say a sad farewell to some of our staff but we also said farewell to the last of our long-standing trustees and previous Chair, Gary Mortimer. Gary devoted 26 years to serving the hospice in a variety of roles and I applaud his sterling contribution to the life of Wakefield Hospice.

Despite the many challenges we successfully recruited and welcomed a number of new trustees during the year, including: Lyndsey Clayton, Bebhinn Browne and John Milne. We also managed some delicate negotiations with Hospice UK (the body which represents hospices across the United Kingdom) and NHS Wakefield Clinical Commissioning Group who recognised the vital work we undertake by granting us some rescue funds to see us through to the financial year end.

CHAIRMAN'S REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

All in all it has been a year none of us would like to repeat and yet we have managed to provide direct patient care, of the highest standards, in our inpatient unit as well as guidance, advice and support to many more service users, their carers and the professionals who work with them.

As we now learn to live with COVID-19, the year ahead will continue to provide challenges. With the dedicated work of our staff and volunteers, we face a further year of uncertainty but with your help and support we will meet that challenge head-on so that we can continue our important work in serving those in need of palliative and/or end of life care.

My sincere regards to you all,

Paul Howatson

Chair of Trustees

01 November 2021

WAKEFIELD HOSPICE

(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

Trustees Report

The trustees present their Annual Report, including the Strategic Report, together with the audited consolidated financial statements of the Charity and its subsidiary for the year ended 31 March 2021. The reference and administrative information set out on page 2 forms part of this report.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Objectives and activities

Objectives

The primary charitable object of Wakefield Hospice, as set out in the Articles of Association, is to promote the relief of sickness and the welfare of the terminally ill in the area of Wakefield and District.

The Mission, Vision, and Values for the Hospice were recently reviewed and continue to articulate the ethos and direction of the organisation as follows:

Mission:

Wakefield Hospice, your local charity, providing expert care and support for local people and families living with life-limiting conditions.

We acknowledge the value of life and the importance of dignity in death: we endorse a holistic approach in promoting quality of life for patients as well as providing the highest quality Palliative and End of Life Care.

Vision:

For the needs of people living with life-limiting illness, and those close to them, to be met with skill, compassion and care.

Values:

Professional, delivering high standards through team work from a well-trained workforce supported by good governance.

Caring, treating each person with respect, empathy and kindness.

Ambitious, continually learning, developing and delivering excellence in all that we do.

These values underpin all that our charity aspires to and shape our external and internal behaviour.

Long term objectives have been approved and agreed as follows:

- To provide high quality end of life care, giving equal consideration to the physical, emotional and spiritual needs of patients, their families and carers;

- To offer care that is free of charge to patients who have been assessed as in need of specialist palliative care;

- To foster independence for patients through the provision of appropriate rehabilitation services and skilled multi-disciplinary team work;

- To support the continued professional development of all staff and contribute locally to specialist palliative care and end of life care education through participation in, or delivery of, specialist training and education;

- To promote a deeper understanding of Hospice care within the Wakefield and district communities;

- To ensure judicious management of charitable funds in providing a quality, cost effective service;

- To commit to working within national and local guidelines and frameworks for specialist and end of life care services.

In continuation of this work, and on the basis of our consultation and collaborative statements above, a three year strategic plan has been developed and its implementation is forming the foundation of our future short and medium term efforts.

Activities

The year from April 2020 has presented enormous challenges for health and social care organisations, and for those in the community who rely on their services. The unpredictable and complex impact of the pandemic, both globally and locally, brought about changes to everyone's way of experiencing the world; the hospice was no exception to that.

The senior team met three times weekly in the first instance, and communicated with service users, visitors, staff, and volunteers as frequently as possible, giving detailed explanations of the prevailing circumstances and implications.

The planned retirement of Dr Anne Marie Seymour in August 2020 after 26 years of service, and the consequent appointment of Dr Emma Lowe as the hospice Medical Director has been a milestone in the history of the hospice. Revisions to the junior doctors ways of working, and the need to design and implement remote training opportunities has featured as a challenge for the medical team, as well as a leading factor in establishing safe and appropriate working practices for all clinical staff.

Despite the ever-changing guidance and legislation that COVID-19 brought to our services, the stresses and tensions resulting from the funding pressures, and the widespread emotional implications for staff, volunteers and patients; the hospice was able to maintain its core service provision. The in-patient unit continued to provide care for those with a terminal illness and the hospice staff were able to adopt new and creative ways to keep in touch with, and to support, out-of-hospice patients and their families.

Patient numbers were reduced over the twelve month period to ensure safe care: clinical teams and support services worked hard to make sure that all safety protocols were reviewed and revised in light of the pandemic, and that care was delivered in a secure environment. This careful attention to infection control, and the extensive use of PPE, meant that staff and patients were protected from the worst ravages of the virus and only succumbed to serious outbreak on one occasion. This occurred in May 2020, early in our experience of the situation, and after the hospice had reopened to admissions following a five day 'safety closure', a thorough and open review of the circumstances acknowledged that the inpatient unit was safe to recommence admissions.

The initial cause of the outbreak cannot be clearly defined and was effectively managed in a time of high national and local infection rates.

The outbreak was reported externally to all stakeholders including Charity Commission, Public Health England, CQC and to the requisite bodies for compliance and regulation: an in-depth report was constructed to facilitate learning from the episode, and no initial cause could be determined.

Plans to develop and extend our services in terms of reach and diversity of provision had to be postponed in order to survive the challenges the pandemic caused, and it took all available staff resource, resilience and ingenuity to maintain essential services. Efforts were focussed on sustaining safe and effective care in a calm and uplifting environment, and teams and individuals went to great lengths to compensate for the limitations imposed on the hospice in terms of visiting arrangements, and physical expressions of care and compassion.

The Income Generation teams rose to the challenge of maintaining sufficient funding streams to allow the hospice to continue its 30 year tradition of care to frail and poorly members of our community, making the most of every opportunity to develop and deliver new and different ways of generating monies despite the restrictions imposed by the pandemic and its new social barriers.

Large scale and grand events which had been meticulously planned in support of our 30th anniversary celebrations had to be cancelled, and the retail operation was decimated throughout most of the financial year, with very limited opening opportunities and restricted donation schemes which had to be accommodated by the warehouse. This led to a significant and potentially unsustainable impact on our reserves position, and the Board raised legitimate concerns about the future viability of the hospice.

However, on the basis of careful negotiation and effective recording, we were supported during the year by government funding via NHS England and from the local authority, and also to a large extent by our local Clinical Commission Group. The combinations of these grants and contributions meant that our lost charitable income during the year from events and retail was more than made up for. Our end of year financial position turned out to support a healthy surplus, and this has ensured that the 2021/22 year and beyond is viable, giving time for further support plans to come to fruition.

A virtual meeting was held in August 2020 with our new local Care Quality Commission (CQC) inspector, Victoria Cooper: the arrangement was a routine local engagement meeting, with the intention of building and improving links between our organisations, and providing an update on Hospice management of services during the COVID-19 outbreak and afterwards.

The meeting covered a wide range of issues, including our ability to access PPE in sufficient supply, our infection control policies and Standard Operating Procedure for the Inpatient Unit (IPU), visiting policies, testing for staff and patients, risk assessments for COVID-19 security, and all matters relating to these issues.

There was some structured discussion about referrals and admissions, fluctuating bed occupancy, changes to Day Therapy and Bereavement Services, and actions taken to mitigate the negative impact on staff of the current pressures and demands.

In addition, the opportunity was taken to consider some future initiatives which benefited from Victoria's advice in relation to our appropriate registration, and any additional requirements.

We were advised that the CQC had been under some pressure to maintain their inspection regime with the limitations experienced by COVID-19; there was every intention to restart inspections, but with the likelihood of only inspecting areas of concern later in the year.

Wakefield Hospice was seen to have taken all appropriate action before, during, and after the COVID-19 outbreak, and is not likely to be inspected until 2021, after which targeted reviews may be more likely rather than the customary wider reviews.

It was agreed that a further engagement meeting may be possible towards the end of the calendar year, and indeed this has been arranged for October 21 with our new relationship manager, Cheryl Gowland.

One of the more positive outcomes of the COVID-19 pressures has been the improved collaboration between the ten West Yorkshire Hospices, initially as a resource to combine skills and capacity to deal with unprecedented demand. The first success was in terms of an agreement about the hospice allocation of the £25m national one-off payment to support hospices, agreed by the Government in response to pre COVID-19 financial pressures.

As the pandemic developed, so did the focussed work of the hospices, first engaging the services of formal facilitators to a free purpose and outcomes, and then to develop a work programme. By September 2020, the collaboration had secured a commission to provide a Grief and Loss service across the region, and had engineered an opportunity to influence the development of a regional Integrated Care System level workstream, with representation at the senior team level.

Trustees have been able to meet remotely throughout the period, as Committees and as Council of Management, for the purpose of maintaining the business of governance and direction setting.

The retirement of the long standing and well-respected Board member and Chair, Gary Mortimer, in December 2020, and the consequent appointment of Paul Howatson in January 2020 was managed in the context of the many and significant challenges brought about by the pandemic.

The planned Strategy day in September 2020 for trustees and senior leadership team had to be cancelled due to COVID-19 restrictions, and two remote opportunities were planned to take its place.

In late September 2020, and with the support of a digital platform, hospice trustees were able to engage with the Senior Leadership Team to share an understanding of the current position and challenges facing the team. It was acknowledged that these were many and varied, and had impacted the hospice team in more significant ways than was in the memory of those who had worked with the organisation for many years.

The trustees met again through October 2020 for their regular quarterly sessions, and came together mid-November 2020 for a postponed strategic planning session where a number of initiatives were considered in response to the changing needs of patients, and the challenging funding circumstances.

The trustees committed to improving the Governance and Risk management of the hospice and this has been evidenced in the development of the Strategic and Operational Risk Registers, which have facilitated focussed attention on the new and changing risks associated with hospice service this year.

The Finance Estate & Resources Committee has grown in terms of its grasp of matters pertaining to the wider hospice, and has been delegated responsibility from the Council of Management to review the emerging workforce report, to consider the Health and Safety report, and to receive the Information Governance report before advising or recommending actions to the Council of Management. This is beginning to be embedded now in the regular agenda of the Finance Estate & Resources Committee, and is proving to be beneficial in terms of making best use of the full Board's time and focus.

The Hospice Board has also benefitted from the appointment of three new trustees this year. We acknowledged the need to concentrate future efforts on extending trustee membership to those with a clinical/professional Health or Social Service background and this was the subject of close attention during the second half of the year when we welcomed Bebhinn Browne, Lyndsey Clayton and John Milne to the Board, each of whom brings extensive clinical experience.

All trustees, new and established, have been supported this year by two developmental events designed to improve our compliance with good practice guidance, and to ensure we are ready to demonstrate this in any forthcoming Care Quality Commission inspection.

Achievements and Performance

Fundraising

The charitable sector is no stranger to challenges and crisis. The realisation that we would not be able to deliver and fulfil our objectives and budgets meant this would have a major impact on the hospice. Thankfully, the fundraising team have a mind-set that is solutions-led; showing resilience and a great ability to change and battle through.

Cancelling the majority of our 30th Anniversary events and campaigns, and watching revenue streams collapse, was incredibly difficult. We urgently needed to reduce expenditure and raise income to ensure the future of the organisation.

We made the difficult decisions to say goodbye to some staff and utilise the Government furlough scheme for others, while being sensitive and supporting our staff and volunteers' wellbeing.

Like many charities, we launched our COVID-19 appeal raising £82,272 in donations from our supporters. Grant income from trusts and foundations increased by 15% to £217,864 as trusts and foundations repurposed existing funds. These are just a few examples of funding received; £41,900 emergency 'coronavirus' grants towards general running costs, £10,000 worth of Visualite technology (sensory and wellbeing lighting) at the European Healthcare Design Congress, a capital grant offer of £41,190 from the Wolfson Foundation which will fund a new ozone laundry for the next 5 years and will make significant savings on utility bills, £30,000 cash grants from CRASH, National Lottery and The Hobson Charity to resurface the hospice car park. The CRASH Charity also saved the hospice £12,685 via donated materials and surveyor reports from their patrons Hanson, Marshalls and Arcadis.

We embraced and adapted to the digital world of fundraising almost overnight as this quickly became the new norm. One example was the Butterfly appeal, asking supporters to decorate a butterfly in memory of a loved one, raising £7,844.

One of our surviving 30th Anniversary campaigns was the cash prize draw, generating £13,128. The Light Up a Life service was filmed and streamed online for our many supporters to watch in the comfort of their own home, raising £33,472.

Working with The Junction, The Yorkshire Drive in Cinema and Voodoo Events we were able to host a Christmas carol drive-in experience in December 2020 which was shown live on BBC Look North. The event was very well received and raised £3,777, one of the only live events we were able to hold during the pandemic.

The Christmas tree collection service was one of our success stories collecting an amazing 1,600 trees and it was a huge boost for morale as we were able to utilise the support of some of our dedicated volunteers and generated £16,806.

As we look to the future, we need to rebuild our income streams and continue to evolve and it is hoped that there may be more opportunities to attract unrestricted funding over the next 12 months.

We need to leave our screens and come back together, sensitive to each other's needs and be ready to face the future together.

At the start of the new financial year we launched the Verbena appeal, once again supporting those who are bereaved within our community. As government restrictions begin to lift we look forward to increasing the number of live outdoor events; the first being our 30th Anniversary Golf Day on 25th June 2020, our longest running fundraising event. We plan to bring back our Pyjama Walk in September 2021, Wrapped in Care Walk and hopefully the Night Run in October 2021.

We presented various proposals and specifications to trustees regarding the need to upgrade our current website - there has never been a more critical time in this new digital age for market expansion via ecommerce. Another major factor is the ability to support our patients and families and to help dispel the myths of hospices, giving them an opportunity to see us virtually while at home with their loved ones. Half the funding came from The Will Charitable Trust and it was agreed we would invest the remainder. The new website went live August 2021.

Another change is with our current lottery provider who we have been with for a 14 years. Although the lottery generates over £50k income each year we have not seen growth in lottery memberships for a number of years. Having carried out research on other lottery providers and surveying our current members for their feedback we have made the decision to move provider. From July 2021, the current Unity Lottery have transferred £18,878 to a Local Hospice Lottery with the aim of growing lottery memberships and income.

We are immensely grateful to the Card Factory Foundation for their ongoing support. As one of their charity partners they agreed to invest in our fundraising and bereavement support activities – a new tribute page platform. This will provide those families with a valuable therapeutic resource while also facilitating donations for those who wish to help fund patient care.

It can feel like a never ending challenge, yet the pandemic has seen extraordinary innovation, responsiveness and imagination and I want to acknowledge the amazing support we have received from our community. It's impossible to thank everyone; you know who you are, but more importantly we know who you are.

RETAIL

Looking back 12 months, no-one could have anticipated what was ahead for retail, and society as a whole. As customers' needs changed, so did their normal approach to shopping.

Following a sharp downturn in business on 21st March 2020 we closed down our retail operations, other than online, in response to the developing COVID-19 situation. Up until that point retail income was ahead of budget and was forecast to finish the year in line with expectation. On the 3rd July 2020, we began a phased reopening of the shops and were fully open by September 2020. However, the second national lockdown required shops to be closed from the 5th November 2020. During the initial lockdown 80% of retail staff were furloughed. Following the gradual relaxing of restrictions a combination of furlough and flexi-furlough has been employed to ensure that operations are run as efficiently as possible.

The development of online selling, particularly on eBay, has mitigated the losses incurred by the high street shops over the course of the pandemic. Online staffing was doubled this year in order to increase capacity and maximise opportunities.

The ecommerce behemoths swallowed competition and grew at a rate that has transformed the traditional model to such an extent there is no going back.

Our eBay operation performed way ahead of expectations and we are responding to unfolding situations and adapting our business accordingly.

As a result of the ongoing crisis we are reviewing all aspects of our retail operation and using it as a reset opportunity to update and improve our retail business model, so it continues to be viable, relevant, efficient and resilient in challenging and changing environments. During 2019/20 our business benefited from over £170K of statutory COVID-19 grants distributed by the Wakefield Metropolitan District Council (WMDC).

With many charities struggling to accommodate unprecedented levels of stock donations following the COVID-19 outbreak, the hospice model moved to an online booking system which runs through the website. The online booking system allows acceptance of stock donations while trading the retail outlets and operating the warehouse safely and efficiently. The increased engagement with donors has resulted in a marked increase in the quality of stock donations which can be evidenced by the sharp increase of 17% in the average item selling price. The system also allows the flexibility to increase or decrease quantities of donations in order to meet the needs to the business, from both a safety and commercial perspective.

Together with the new stock donations system, the collection service has also been updated and moved online; allowing donors to book collection of their items at a time to suit them. This shift to online processes has resulted in greater productivity at the warehouse with staff spending more time on tasks which directly influence income generation.

The warehouse model ensured a plentiful supply of good quality saleable stock and the product mix was diversified in order to take advantage of the unusual circumstances. Consequently, sales grew in the financial year to in excess of £105k, representing an increase of 84%, compared to the previous year.

Our extensive operational/financial risk assessments and Business Continuity plans have proved invaluable in guiding planning for the year ahead.

Further growth is planned for 2021/22 including the launch of an online shop operated via the new website.

At the start of 2021/22 the business received restart grants from WMDC totalling £18K.

Plans are in place to take advantage of opportunities for growth, including a new concept retail outlet and new selling events to make the most of existing space such as that at the warehouse. In addition to growing sales there is a robust plan to reduce controllable costs across the main business, including new suppliers for our EPOS system and payroll savings across all areas other than online.

Wakefield Hospice Retail has been approved as a Kickstart employer and over the coming year the intention is to offer placements in all areas of the business. It is hoped that offering these opportunities will strengthen the good reputation of the hospice as an organisation which seeks to improve the quality of life of those within our local communities. while providing valuable additional capacity to protect and grow the business.

We embraced change despite all the challenges and the transformation was crammed into a truly short/small window of opportunity, this was only possible because of the dedication of the staff and volunteers and the willingness to do whatever was needed to support patient care at Wakefield Hospice.

Volunteer Services

A very different year to what was planned in the Volunteer Services department. Due to COVID-19, our entire volunteer workforce had to be suspended as we have an enormous responsibility to ensure that our volunteers are not put at any risk through our volunteering activities.

Our Volunteer Services department staff had 3 periods of furlough. During those periods our Fundraising Team maintained contact with our volunteers.

During the pandemic it did give us an opportunity to reflect and review how Volunteer Services could operate in and out of COVID-19 safely while adhering to Government guidelines.

As a priority all Risk Assessments, Business Continuity and mitigation plans were reviewed and implemented.

Once our Volunteer Services department staff returned they continued to keep in touch with our volunteers. They sent out regular updates to say hello, thanked them for their patience and understanding and let them know how things were at the Hospice. Welfare calls were regularly made to some of our volunteers who were in the vulnerable age groups or who didn't have access to our email updates.

During National Volunteer Week we hosted a Zoom afternoon tea with our volunteers and were delighted to be joined by Karen Wright from the Great British Bake Off (GBBO), local MP Imran Khan and Wakefield Mayor Charlie Keith. The event was well attended and it was lovely to see some of our volunteers.

National Volunteers Week gave us the opportunity to thank our incredible dedicated volunteers and to recognise the fantastic contribution our volunteers make to the Hospice.

During a difficult year we were lucky that some of our volunteers still attended and were able to continue working hard maintaining our extensive gardens for the benefit of patients, their visitors and our staff.

Wakefield Hospice relies on a team of more than 290 volunteers, giving an average of 680 hours per week supporting us in a variety of ways and departments.

Looking to the future we wanted to gain an overview of our volunteer workforce and its potential to support the Hospice in the months and years ahead. An 'updating records' form was sent to all volunteers which ensured accurate information has been transferred to our new database. We had a fantastic response with only a handful no longer able to remain as registered volunteers.

The department continues offering volunteering opportunities, acknowledging diversity and equality as widely as possibly.

We have three key types of volunteers who give their time, skills and experience.

- Hospice volunteers
- Retail volunteers
- Fundraising volunteers

Volunteers generally give a regular commitment ranging from a few hours a day per week; in some cases several days per week. We also have a team of ad hoc volunteers who support if and when the need arises.

The Volunteer Services department co-ordinates the recruitment, training and placement of volunteers. Departmental managers oversee the variable and valuable tasks. Without their time and commitment Wakefield Hospice would not be able to operate as effectively as we do. Volunteers are a vital part of hospice life. Retail and fundraising rely heavily on volunteers as they are absolutely business critical.

Plans for the future:

We will refocus on expending the use of volunteers, where safe and appropriate, whilst looking at as many new opportunities and initiatives, e.g. Walton Bistro and the new retail unit.

Engaging and inspiring more volunteers of all ages and backgrounds as these supporters are our future. A range of community and hospice based events will be used to promote volunteering as well as an increased presence on all social media platforms.

We are looking forward to welcoming back our volunteers in the not too distant future; we have missed you all.

Clinical Services

This section includes, the Inpatient Unit, Day Therapy support, Family Care, Bereavement and Dementia Specialist End of Life Services. It is all presented in the wake of the COVID-19 pandemic and the required changes to practice.

During 2020, COVID-19 has had an unprecedented impact on the service provision across the hospice.

The Day Therapy Unit (DTU) closed to face to face contact from the 17th March 2020 and a new telephone service was established as well as supporting staff who were subsequently furloughed – in some cases for a year.

Infection control measures that were introduced do not fit with the hospice ethos and masks create a physical and emotional barrier to patients at end of life.

The reduction of face to face contact for bereavement and Dementia care meant a different focus on service provision and the halting of various new service plans, particularly those with income generation potential attached to them.

Reduction of beds from 14 to 10 has reduced capacity to admit and care for those with end of life symptoms or care needs and 2 outbreaks of COVID-19 nearly 10 months apart further impacted on care and on staff morale at times.

Over the last 12 months there has been a total of 165 admissions which is 40% down on the previous year, with the caveat of 30% reduction on bed capacity and the impact of COVID-19 and 2 inpatient outbreaks in April 2020 and January 2021.

Staffing- Currently the Inpatient Unit (IPU) is at full establishment, however unfortunately we have a long term absence of 25% of our registered staff. The hospice have been able to cover this due to our 10 bed status and being at full establishment.

From January to March 2021 the hospice were at 33% long term sickness which combined with short term sickness has required senior staff to cover and ward staff have worked extra hours to support their colleagues.

The hospice have chosen not to use agency during the pandemic due to infection control risks.

The hospice abide to national guidelines regarding PCR testing and all patients admitted to the hospice have a PCR test and are isolated until a negative result is obtained.

Since January 2021 the hospice have been able to support visiting further on the inpatient unit because of the support of the CCG, Lateral Flow Testing became available to all visitors.

Staff are also able to access PCR and Lateral Flow testing twice a week.

We continue to follow national guidelines and update the Standard Operating Policy accordingly.

Staff support- Welling 1:1 and group sessions have been made available to all staff in a number of different forms that include; relaxation support sessions available, the development of a staff 'wobble room' , reflective support sessions provided to all staff by the hospice's bereavement co-ordinator and also the hospice social worker.

The Training Nurse Associates start date was delayed until December 2020 due to the pandemic but now the Healthcare Assistant (HCA) is thriving in her studies and will soon be able to undertake extra duties on the ward area. This will help the hospice to achieve it long term strategy of adding another tier of register nursing to the hospice portfolio.

The Allied Health Professionals have continued work on the enablement rehabilitation programme, but because of COVID-19 this has meant the staff have had to come up with new and innovative ideas, to continue to support patients and careers, this had included; Setting up virtual contact with patients loved ones, the giving of identical Hearts to patients and their significate other Introducing 'Talking album/recordable cards project', virtual group and 1:1 sessions have been delivered via 'Teams', the feed-back for these sessions has been encouraging.

Goodie Bags were given out to carers during careers week and this also included bags being handed out to the children of staff who work at the hospice. Also, creative actives packs were also developed and sent out to Day Therapy patients and their careers.

Training – During the past 12 months, training methods have been reviewed because of COVID-19 and now the ward staff have a number of training videos that are accessible to them, these bespoke training videos were developed by the medical team and these have been further enhanced by competences that have put together to accompany the teaching sessions.

The hospice continue to be involved in developing and delivering external education packages that pertain to; communication skills development, Advance Care Planning and also bereavement care. These packages have been purchased by Local Health and Social care Providers.

CQC - The CQC are going through a transitional process at the moment and are only undertaking full reviews for areas of concern. The senior clinical team, CEO and Chair of Clinical Governance Committee had a virtual call from one of the local CQC Inspector to review aspects of care that pertained to leadership and safety during the pandemic. There was no formal feedback from the meeting but the CQC inspection informed the hospice that its current rating of Good and Outstanding for Care remains unchanged. The meeting was carried out via 'Transitional Monitoring Approach' teleconference.

Future Plans

Recently, the hospice was successful at obtaining a bid that will enable it to widen its community engagement to local diverse communities who historically do not access hospice care. The hospice is passionate about ensuring that its services are inclusive to everyone in needs its support.

This funding will, enable the hospice to appoint a community engagement officer to work with these communities and also allow the organisation to venture into developing a virtual bed model of care.

Unfortunately, because of the COVID-19 pandemic, several significate initiatives had to be placed on hold, this included the respite day care service for people living dementia, a private bereavement service and a bathing service. However, now that services are opening up again it is hoped that these new initiatives that were planned to generate income will be able to be introduced.

Financial Review

Income for the year was £5,438,391 which is an increase of £836,540 from £4,601,851 received in 2019/20 mainly due to NHSE and CCG awarded funds.

The NHSE awarded funding to allow the hospice to make available bed capacity and community support from April 2020 to July 2020 to provide support to people with complex needs in the context of the COVID-19 situation and to provide bed capacity and community support from November 2020 to March 2021 for the same purpose

Donations and Legacies have seen an overall increase of £452,843 again mainly attributable to the significant increase in legacy income.

Income from other trading activities has decreased by £602,212, despite the inclusion of a full year's income from eBay. This is compared to only three months of income accounted for in the previous year, from the start-up of the eBay shop.

Investment Income has continued to decrease as a result of realising investments to support cash flow.

Incoming resources from Charitable Activities has increased by £756,781 mainly due to an increase in CCG grant for specialist care.

Expenditure for the year was £4,338,480, a decrease of £140,681 from £4,479,161 in 2019/20. The decrease was mainly due to decrease in staff costs.

The net surplus from operational activities for the year amounted to £1,099,911 against a surplus of £122,690 in 2019/20, an increase of £977,221.

Realised and unrealised loss on investments for the year was £131,966 compared to a loss of £11,211 in 2019/20. This had been contributed by an overall loss made from the movement in activities on our portfolio of investments.

The net movement in funds for the year of £1,231,877 is an increase of £1,120,398 on the surplus of £111,479 for 2019/2020.

Wakefield Hospice Trading Limited

The Trading Company deals with the sale of bought in goods and all profits are donated to Wakefield Hospice. A Deed of Covenant was executed on 28th March 2019 whereby Wakefield Hospice Trading Limited agrees and covenants its distributable profits to the Charity each year. The gift aid donation from the trading subsidiary to the Hospice was £7,284 for 2020/21.

Reserves

Wakefield Hospice is a charitable organisation which provides health care services which are free of charge at the point of delivery. The funding of the service relies largely upon public donations and small grants from statutory sources. Due to unpredictable income sources it is vital that reserve funds are retained, the level of which can be explained and justified by reference to a Reserves Policy.

In setting the target level of free reserves, the Board of Trustees has considered:

- the nature of services provided and the need to provide stakeholders with reassurance about the continuation and development of services for the long term;
- the charity's dependence on and the volatile nature of legacy income;
- its working capital and cashflow requirements;
- the generally fixed nature of its service delivery costs;
- the use of reserves to fund planned deficit budgets should this be required or to fund running costs if income fell short of expenditure in a particular year;
- a contingency for significant unplanned expenditure;
- a contingency for a significant unplanned shortfall in voluntary income and/or the proceeds of income generation activities; and
- COVID-19 pandemic impact to fundraising and retail income streams.

The trustees review the Policy each year and monitor Reserves against the Policy at each Council of management meeting to ensure appropriate action is taken if required, taking into consideration the COVID-19 pandemic impact. The trustees are constantly monitoring the finance especially the retail and fundraising environment in the current COVID-19 pandemic.

We aim to hold free reserves representing six months of budgeted core expenditure for the next financial year equivalent of £1,558,897.

The total reserves of the charity at 31 March 2021 amounted to £6,492,768 of which £3,601,882 represents Free Reserves. This value of the Free Reserves has been discounted by 20% to £2,881,506 to take into account the potential effect of selling the rental properties not currently on the market at short notice. The discounted Free Reserves are sufficient to cover the required reserves of £1,558,897 which is in line with our reserve policy. The trustees accept a +/- 10% tolerance level and following the revision of the Reserves Policy the current level of reserves exceed this by £1,166,720.

However, the trustees recognise that future deficits will deplete the reserves and are taking action to develop a balanced budget including building a sustainable business model and new initiatives to generate more voluntary income streams, building new fundraising and online retail strategies to ensure financial sustainability.

In May 2020, the trustees agreed for £600,000 of free reserves to be designated for capital spend on repairs and maintenance, IT and Ward extension and partitioning to create individual rooms. To date, concrete plans have not yet been made to start these works and there will be flexibility in un-designating these reserves should circumstances require to do so.

Investments

The Investment Policy has been reviewed in conjunction with the Reserves Policy and financial forecasting.

The investment objective of Wakefield Hospice is to produce the best financial return from the Reserves, within an acceptable level of risk.

Funds which can be invested equate to the value stated in the current reserves policy, that being six months budgeted running costs, excluding fundraising and retail, future lease commitments and known capital or contractual commitments.

The spread of investments should take into account the liquidity requirements of the charity and the trustees have agreed to retain cash within the reserves sufficient to cover the greater of:

- The amount to cover any projected deficit over the next two years
- The sum of £150,000

Subject to the above at least 50% of investments should be realisable within three months.

To re-balance the current investment spread the trustees initially identified 3 investment properties which were place on the market during the year. Two of the 3 properties placed on the market prior year were successfully sold raising £223,203.

Trustees provide guidelines to their appointed agents on areas where investments should not be made. No investment will be made in any company that derives its income from tobacco or tobacco related products and the Portfolio is reviewed quarterly to exclude any such stocks.

The investment manager must demonstrate that there is a spread of investments included in their portfolio. Trustees monitor investments on at least a quarterly basis and require a quarterly report from the investment manager, an annual presentation of the portfolio to which all trustees are invited and regular meetings with the investment manager to ensure clear understanding of future intentions and forecasts.

Trustees require a quarterly report from the property agent and an annual presentation. The investment properties are revalued every year.

Plans for Future Periods

During the Autumn of 2020 the trustees reviewed the 3 year strategic plan for the Hospice, taking account of changes in the operating environment and the continued financial challenges. The refreshed plan and supporting objectives are set out below:

Ensure the sustainability of service provision - future planning to continue the mission.	**Maximise impact and value through quality and efficiency - to drive the ambition.**	**Work in partnership and achieve even more - to deliver the vision.**
Build a safe and effective organisation on the basis of sound governance principles.	Develop and deliver high quality and equitable services to meet the End of Life Care needs of our local community.	Build and implement a service-user strategy appropriate for the End of Life Care arena, and which respects and reflects the hospice values.
Maximise the potential of an agreed and extended and diverse range of Income Generation initiatives.	Foster a Value for Money culture where resource efficiency and effectiveness is valued and encouraged.	Review and extend our Volunteer Services strategy to maximise the potential of voluntary contribution across the service.
Implement and evaluate a comprehensive Communications Strategy to raise the profile of the Hospice and increase influence in the wider Health and Social Care community.	Ensure the provision of a physical environment appropriate for a modern care and business environment.	Engage fully with our commissioning colleagues, understanding and influencing their expectations.
Develop a high performing workforce, operating in a culture of engagement and innovation.	Develop the IT infrastructure and management systems to further support the hospice functioning.	Build relationships with other service-providers, maximising collaborative advantage, and influencing the development of the local and regional services.
Develop and extend the reach of the hospice education services, maximising in-house impact and external influence.	Review and revise the framework of hospice support services in terms of function, structure, and delivery.	Engage productively with young people, offering education and experience, and benefitting from their contribution both practically and notionally.

To build on the foundation of thirty years of expertise and learning: collaborate with others to sustain and develop the Wakefield Hospice contribution to the care and support of our community.

These strategic objectives, the risk to achieving them and the review of delivery will drive decision making over the coming year 21/22. The trustees and the Senior Leadership Team look forward to the developing innovative and creative solutions to mitigate the risks, and to maximise the opportunities we face.

Regular strategic planning and delivery has been undeniably limited in the face of the immense challenges faced by the organisation this year, and although motivation remained high throughout this very difficult period: resources were purposefully diverted to sustain safe and effective patient care against a backdrop of massive staffing pressures, unfamiliar clinical challenges, complex and changing guidance and unprecedented funding anxieties.

Coming towards the end of the year to 31 March 2021, some of these unusual demands began to ease: funding for the year was heavily supported via grants and emergency funding streams from NHS England, the Wakefield Metropolitan District Council, and HMRC; our efforts to maintain a COVID-19 free environment were increasingly successful, and new Standard Operating Procedures became more like Business as Usual to exhausted clinical teams. However, the pressure of work and the stresses associated with these new and different ways of working had taken its toll on the staff teams, and sickness levels remained a matter of concern despite increased efforts to recognise and respond to the health and wellbeing needs of staff at all levels.

New Mental Health First Aid training was made available to a group of staff, who became the founder members of a new support group for staff who will benefit from extra attention to their Health and well-being. This has the potential to work across the organisation, becoming a focal point for drawing together the many strands of support offered to staff during the previous difficult year.

Underpinning all our strategic plans for this next year is an appreciation of the fragility of the historical hospice funding model, an understanding of the increasing demand for end of life care, a recognition of the workforce pressures affecting health and social care, and a profound respect and admiration for those in our community who have been hit hardest by the ravages of the pandemic.

Our focus this year will be to reinstate face to face engagement wherever it is considered safe and appropriate, to extend our reach to those in the community who have traditionally not been well served in palliative care, and to demonstrate even better value for our funding whether that is from statutory or charitable sources.

We intend to take every opportunity to generate income through new and innovative means, and the appointment of our Business Development Manager will support the capacity and the skill set required to do that. Chargeable clinical services will offer a healthy return on investment, ensuring the sustainability of core in patient provision, and reaching new and currently under resourced aspects of care, including for those living with dementia. New opportunities for retail sales will be developed in the Waterton Centre, in the outlying areas of the District and beyond: our eBay operation will reach increasing sales targets, and a refreshed retail strategy will ensure increased profitability at all levels.

Collaboration with other provider organisations will be regenerated, and teams will work together to revise and reconstruct the pathway of care for those whose condition means that they will not recover from it: individuals from different professions and specialties will work with those from neighbouring organisations, contributing on an equal footing to develop trust and engagement across the Wakefield district so that the experience of care is as supportive and stress free as possible for those who need it.

We will take every opportunity to maximise the impact of our services, considering carefully before each new offering whether improvements could be made by a different way of working, by inviting a contribution from others, or by sharing information and ideas along the way.

Volunteers have traditionally supported the provision of hospice services, and over the years many hundreds of local people have given their time and expertise to improve and extend our support to those on the community who need us, those who are terminally ill, those who care for them, and those who grieve their loss. This year, more than ever, we have been conscious of the outstanding and continuing efforts of our volunteers, most of whom have returned to us after the rigors of the pandemic, and some who made incredible efforts to sustain essential contributions throughout the year.

In line with our volunteer services strategy, we intend to develop new and even more varied roles for volunteers this year, with a particular focus on engagement with younger people, and a recognition of the value of shorter term and intensive volunteering such as that which is supported by many of our corporate contributors who help to maintain our beautiful gardens.

As a charity we are ever grateful for the freely given donations of our community, and always appreciative of those gifts which come after death, or in memory of a loved one who has received our care.

National research reminds us that this is an area of support which will be increasing over the next twenty years, and one which must receive sufficient care and attention if the hospice is to ensure that it remains in the forefront of attention when gifts such as this are determined.

We are always conscious of the impact of our support services, and the immense value placed on this personalised care at times when our community members are faced with the loss of a loved one, and the pain and distress which can be experienced at this time: it's our privilege to be able to help, and we are often humbled by the value of the gifts and donations we receive. We intend to make it even easier to arrange for gifts in wills, and for personal donations in memory, so that this can continue to be a source of comfort for those who wish to remember their loved one in this way.

With the increasing demand for digital solutions to the challenges of the pandemic, and the limitations on traditional face to face business, we were fortunate to have already made good progress with our IT strategy. Virtual meetings became the norm, and home working a necessity; and our intention is to maximise the benefits of digital facilities whilst maintaining the value of face to face engagement. Our IT manager worked hard to support creative resolutions to the many challenges we faced and the successful launch of our new website which went live in August 2021. The further development of this facility, and the improved functionality of our new HR system will also continue into the year, with the development of appropriate governance structures, implementation of a cloud based server to support improved business continuity, and the later development of SystemOne being amongst the digital developments running to underpin our strategic objectives.

Looking further afield, we took advantage of the opportunity, presented as a result of the most significant challenges of the pandemic, to work closely together with ten other West Yorkshire and Harrogate Hospices in order to share good practice, over stretched resources, and creative thinking. This has grown over the months into a stable and practical platform to raise the profile of hospice care at regional level, and to ensure a strong and cohesive voice at the Integrated Care System table. Our membership of the strategic leadership group will help to support the development of aspirational end of life care objectives across the whole of West Yorkshire, and to raise awareness of the need to renew the funding model for hospice care to support sustainable personalised care for all community members.

Risk Management

A structured assessment of the strategic risks facing the hospice identified three key areas, financial sustainability, clinical risk, and reputation. Measures are in place as part of the ongoing operational systems and processes to manage and mitigate risks in all three areas, and the clear identification of the financial risk as the most significant challenge for the hospice at this time resulted in the action plans referred to above. The Strategic Risk Register is further being developed to incorporate governance and assurance.

We have continued to manage risk within the organisation with the development of our Financial Trading Risk Assessment and the live successful testing of our Business Continuity Plan. Maintaining a safe environment for all is a priority within our retail business and we have invested in the training of our people this year with retail staff/volunteers receiving Safeguarding, Violence and Aggression and Advanced Manual Handling training.

Structure, governance and management

The Company is limited by guarantee and is governed by its Articles of Association. It is a Registered Charity, number 518392. Wakefield Hospice Trading Limited is a wholly owned subsidiary.

The Memorandum and Articles of Association were updated on 28 January 2013 to reflect the changing environment in which the Charity operates and were merged into a new set of Articles of Association.

The Directors of the Company are listed on page 2 and are known as the Board of Trustees. Trustees offering themselves for election or re-election are appointed by the serving trustees.

Trustees are appointed for an initial term of one year and may serve for two further full terms of three years each, a maximum of seven years. At the end of their initial term or first three year term trustees may seek re-election.

During the year it was agreed that an amendment to the Articles of Association should be made to the following effect. Trustees who complete their term of office, and for whom exceptional circumstances apply, may be asked by the Chairman to extend their term for a period of one year, and subject to review, for a further period of one year if the Chair requests it.

If there are exceptional circumstances relating to the imminent retirement of the Chair, then a request to extend their term may be made by the Vice Chair with the backing of the Board. The Chair may be asked to extend their term for a period of one year and, subject to review, for a further period of one year if requested.

Exceptional circumstances may possibly, though not exclusively, relate to the specific (and hard to recruit) skill or experience of a trustee, a particularly challenging position for one or more hospice departments, or for example, unusual turbulence in membership.

P Howatson has been elected Chair to the Board as of December 2020 as G Mortimer retired. The Hospice thanked him for his contributions and wished him the best.

When a vacancy arises on the Board of Trustees or when additional specific knowledge is required to supplement the expertise on the Board information is distributed throughout the relevant local business/healthcare community and the post may be advertised in the local press and on the website. Candidates complete an application form and, if considered suitable, are interviewed by the Chairman and at least one other trustee. If a suitable candidate is chosen, that person will attend at least one Board meeting and one relevant sub-committee meeting in order to establish that there is mutual interest and suitability prior to them being offered election to the Board.

New trustees receive an induction pack providing guidance for Board members and attend induction meetings at the Hospice with relevant staff in order to gain an understanding of the activities of the Charity. Trustees are invited to training days at the Hospice and external training where appropriate.

All trustees are required to sign a Declaration of Eligibility for appointment and a Declaration of Interests. They are also required to follow a Hospice Code of Conduct for Trustees.

During the financial year the Board of Trustees and the Board of Directors of Wakefield Hospice Trading Limited each met on 4 occasions.

Trustees are members of one or more committee depending upon their interest and expertise, the Chair of trustees may attend any sub-committee. Additionally, all trustees are welcome at any sub-committee.

Clinical Governance and Quality met on 4 occasions and the members were J Milne, P Howatson, A Hamilton, B Browne, L Clayton , and C Phillips.

The Finance, Estates and Resources Committee met on 7 occasions and the members were D J Martindale, M D Ashton, N Bains-Williams, H Hirst, P Howatson, J Knox and S Black.

Income Generation and Marketing met on 4 occasions and the members were G W Cattell, D J Martindale, P Howatson, M Denby, R Otter, L Clayton and S Black.

The day-to-day operation of the service is the responsibility of the Hospice Senior Leadership Team which reports to the Board of Trustees.

The trustees and Senior Leadership Team continue to review the future direction of the Hospice. From these discussions emerge the objectives to be achieved.

Standards are set in all areas of the Hospice and, along with the aims as set out in the business plan, are monitored internally by staff using set down appraisal methods and, where appropriate, with reference to the trustees.

Within the trading subsidiary a Board of Directors, the majority of which are also trustees of the Hospice, report on the activities of the trading company to other trustees at Board meetings.

There are 7 Fundraising Groups supporting the Hospice in the community. These groups operate independently but with the support of the Hospice Fundraising Department to raise funds by means of social activities.

The trustees' commitment to improving the Governance and Risk management of the hospice has been evidenced in the development of the Strategic and Operational Risk Registers, which have facilitated focussed attention on the new and changing risks associated with hospice service this year.

The Finance, Estates and Resources Committee (FER) has grown in terms of its grasp of matters pertaining to the wider hospice, and has been delegated responsibility from the CoM to review the emerging workforce report, to consider the Health and Safety report, and to receive the IM&T report before advising or recommending actions to CoM. This is beginning to be embedded now in the regular agenda of the FER Committee, and is proving to be beneficial in terms of making best use of the full Board's time and focus.

All trustees, have been supported this year by two developmental events designed to improve our compliance with good practice guidance, and to be ready to demonstrate this in any forthcoming CQC inspection.

Disclosure of information to auditors

In so far as the trustees are aware

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditors

The auditors, Armstrong Watson Audit Limited, have indicated their willingness to continue in office. The designated Trustees will propose a motion appointing the auditors at a meeting of the Trustees.

The Report by the trustees, incorporating the Strategic Report and the Directors' Report, was approved by the Board of Trustees on 1/11/2021 and signed on its behalf by:

A P Howatson
Trustee
Wakefield Hospice
Aberford Road
Wakefield
WF14TS

WAKEFIELD HOSPICE

(A Company Limited by Guarantee)

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2021

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report including the Group Strategic Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the Charity and of their incoming resources and application of resources, including their income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group and charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the Charity 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 Group and the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Approved by order of the members of the board of Trustees and signed on its behalf by:

.....

A P Howatson
(Trustee)
Date: 1/11/2021 .

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE

Opinion

We have audited the financial statements of Wakefield Hospice (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 March 2021 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Charity Balance Sheet, the Consolidated Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

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

Basis for opinion

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

Conclusions relating to going concern

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

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

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

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE (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.

Opinion on other matters prescribed by the Companies Act 2006

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

- the information given in the Trustees' Report including the Group Strategic Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report and the Group Strategic Report have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the Group and charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report including the Group Strategic Report.

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

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

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement on page 26, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

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

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

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non compliance with laws and regulations, was as follows:
• the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non compliance with applicable laws and regulations and in particular, adherence to CQC requirements;
• we identified the laws and regulations applicable to the Group and parent charitable company through discussions with trustees, directors and other management and review of appropriate industry knowledge;
• we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management; and
• identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non compliance throughout the audit.

We assessed the susceptibility of the Group and the parent charitable company financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:
• making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
• considering the internal controls in place to mitigate risks of fraud and non compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:
• performed analytical procedures as a risk assessment tool to identify any unusual or unexpected relationships;
• tested journal entries to identify unusual transactions;
• assessed whether judgements and assumptions made in determining the accounting estimates set out in Note 3 were indicative of potential bias.

In response to the risk of irregularities and non compliance with laws and regulations, we designed procedures which included, but were not limited to:
• agreeing financial statement disclosures to underlying supporting documentation; and
• enquiring of management as to actual and potential litigation and claims.

Due 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. For example, as with any audit, there remained a higher risk of non detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing fraud or non compliance with laws and regulations and cannot be expected to detect all fraud and non compliance with laws and regulations.

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 AUDITOR'S REPORT TO THE MEMBERS OF WAKEFIELD HOSPICE (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 Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Ross Preston (Senior Statutory Auditor)

for and on behalf of
Armstong Watson Audit Limited

Chartered Accountants and Satutory Auditor

Leeds

Date: 10 November 2021

WAKEFIELD HOSPICE

(A Company Limited by Guarantee)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2021

	Note	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	*Total funds 2020 £*
Income from:					
Donations and legacies	4	**122,752**	**2,091,772**	**2,214,524**	*1,761,681*
Charitable activities	5	**-**	**2,013,658**	**2,013,658**	*1,256,877*
Other trading activities	6	**-**	**910,752**	**910,752**	*1,512,964*
Investments	7	**-**	**58,793**	**58,793**	*70,329*
Other income	8	**-**	**251,871**	**251,871**	-
Total income		**122,752**	**5,326,846**	**5,449,598**	*4,601,851*
Expenditure on:					
Raising funds	9,10	**-**	**1,223,166**	**1,223,166**	*1,498,852*
Charitable activities	11	**133,394**	**2,981,920**	**3,115,314**	*2,980,309*
Total expenditure		**133,394**	**4,205,086**	**4,338,480**	*4,479,161*
Net (expenditure)/income before net gains/(losses) on investments		**(10,642)**	**1,121,760**	**1,111,118**	*122,690*
Net gains/(losses) on investments		**-**	**120,759**	**120,759**	*(11,211)*
Net (expenditure)/income		**(10,642)**	**1,242,519**	**1,231,877**	*111,479*
Transfers between funds	24	**57,339**	**(57,339)**	**-**	-
Net movement in funds		**46,697**	**1,185,180**	**1,231,877**	*111,479*
Reconciliation of funds:					
Total funds brought forward		**44,916**	**5,215,975**	**5,260,891**	*5,149,412*
Net movement in funds		**46,697**	**1,185,180**	**1,231,877**	*111,479*
Total funds carried forward		**91,613**	**6,401,155**	**6,492,768**	*5,260,891*

The Consolidated Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 34 to 61 form part of these financial statements.

WAKEFIELD HOSPICE
(A Company Limited by Guarantee)
REGISTERED NUMBER: 02038416

CONSOLIDATED BALANCE SHEET
AS AT 31 MARCH 2021

	Note		2021 £		*2020 £*
Fixed assets					
Tangible assets	17		**2,799,273**		*2,771,152*
Investments	19		**470,483**		*361,945*
Investment property	18		**645,633**		*833,378*
			3,915,389		*3,966,475*
Current assets					
Stocks	20	**7,598**		*7,000*	
Debtors	21	**2,475,793**		*2,078,240*	
Cash at bank and in hand		**1,577,060**		*451,847*	
		4,060,451		*2,537,087*	
Creditors: amounts falling due within one year	22	**(1,397,177)**		*(1,242,671)*	
Net current assets			**2,663,274**		*1,294,416*
Total assets less current liabilities			**6,578,663**		*5,260,891*
Provisions for liabilities	23		**(85,895)**		-
Total net assets			**6,492,768**		*5,260,891*
Charity funds					
Restricted funds	24		**91,613**		*44,916*
Unrestricted funds	24		**6,401,155**		*5,215,975*
Total funds			**6,492,768**		*5,260,891*

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

A P Howatson
(Trustee)
Date: 1/11/2021

The notes on pages 34 to 61 form part of these financial statements.

WAKEFIELD HOSPICE

(A Company Limited by Guarantee)
REGISTERED NUMBER: 02038416

CHARITY BALANCE SHEET
AS AT 31 MARCH 2021

	Note		2021 £		*2020 £*
Fixed assets					
Intangible assets	16		**-**		*1*
Tangible assets	17		**2,799,273**		*2,771,152*
Investments	19		**470,485**		*361,947*
Investment property	18		**645,633**		*833,378*
			3,915,391		*3,966,478*
Current assets					
Debtors	21	**2,482,024**		*2,094,588*	
Cash at bank and in hand		**1,565,310**		*430,514*	
		4,047,334		*2,525,102*	
Creditors: amounts falling due within one year	22	**(1,392,477)**		*(1,239,104)*	
Net current assets			**2,654,857**		*1,285,998*
Total assets less current liabilities			**6,570,248**		*5,252,476*
Provisions for liabilities	23		**(85,895)**		*-*
Total net assets			**6,484,353**		*5,252,476*
Charity funds					
Restricted funds	24		**91,613**		*44,916*
Unrestricted funds	24		**6,392,740**		*5,207,560*
Total funds			**6,484,353**		*5,252,476*

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

A P Howatson
(Trustee)
Date: 1/11/2021.

The notes on pages 34 to 61 form part of these financial statements.

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
Cash flows from operating activities			
Net cash used in operating activities	27	**1,015,311**	*(642,560)*
Cash flows from investing activities			
Dividends, interests and rents from investments		**58,793**	*88,206*
Proceeds from the sale of properties		**230,000**	*266,588*
Purchase of tangible fixed assets		**(157,265)**	*(178,833)*
Proceeds from sale of investments		**81,727**	*406,333*
Purchase of investments		**(82,256)**	*(101,518)*
Net cash provided by investing activities		**130,999**	**480,776**
Change in cash and cash equivalents in the year		**1,146,310**	**(161,784)**
Cash and cash equivalents at the beginning of the year		**514,605**	*676,389*
Cash and cash equivalents at the end of the year	28	**1,660,915**	*514,605*

The notes on pages 34 to 61 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. General information

Wakefield Hospice is a charitable company limited by guarantee and registered in England and Wales. The registered address is Wakefield Hospice, Aberford Road, Wakefield, West Yorkshire, WF1 4TS.

The functioning and presentational currency is Sterling (£).

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Wakefield Hospice 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.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the Charity and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Charity has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of Financial Activities in these financial statements.

2.2 Going concern

The Trustees, having given careful consideration to the financial position of the Hospice, have taken the view that the group and charity has adequate resources to continue as a going concern, and have prepared the accounts on the going concern basis. With regard to the period of twelve months from signing of the accounts, due to the Covid-19 pandemic impact, the most significant areas of uncertainty are retail and fundraising including legacies which need to be raised each year.

The Hospice has been able to receive some rescue funds during the Covid-19 pandemic from The Treasury, Wakefield CCG, the local authority via Retail Grants Scheme, and a successful claim back from HMRC for all furloughed staff via the Coronavirus Job Retention Scheme. An emergency appeal was also launched and received positive response from the general community and the wider public.

The Trustees are taking steps to mitigate the ongoing financial risks, including ensuring that the current level of free reserves held is sufficient to cover six months operations and that there are continual measures in place to assess financial risks and impact via robust financial forecasting on a 12 month rolling cash flow projection and 2021-2022 financial projection.

The Hospice also continues to streamline operations including the implementation of a robust cost saving exercise, ensuring that all services offered are fit for purpose and best value for money. This has regrettably seen the first hospice redundancies in many years. The Trustees continue to review the Hospice's operational model, focusing their resources at a virtual strategy session, and using an increasingly broad and expert skill base to build a sustainable business model, ensuring that adequate resources and reserves will be accessible for the foreseeable future and for a period of at least twelve months from the date of signing of the financial statements. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

2. Accounting policies (continued)

2.3 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Charity, can be reliably measured.

Grants are included in the Consolidated Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

Where the donated good is a fixed asset, it is measured at fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the Charity's accounting policies.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Charity which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Group to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Interest receivable

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

2.6 Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.7 Basis of consolidation

The financial statements consolidate the accounts of Wakefield Hospice and it's subsidiary undertaking, Wakefield Hospice Trading Limited.

The company has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its Statement of Financial Activities, including income and expenditure accounts.

The net income and expenditure account for the year dealt with in the accounts of the charity was £1,224,593 (2020 - £93,604).

2.8 Intangible assets and amortisation

Goodwil relates to the transfer of the trade in donated goods from Wakefield Hospice Trading Limited.

2. Accounting policies (continued)

2.9 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the Group and Charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following bases:

Freehold property	- 50 years
Leasehold improvements	- over the term of the lease
Motor vehicles	- 4 years
Fixtures and fittings	- 5 years

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Consolidated Statement of Financial Activities.

2.10 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Consolidated Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

Investments held as fixed assets are shown at cost less provision for impairment.

2.11 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

The value of donated goods are recognised at the point they are sold.

2. Accounting policies (continued)

2.12 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.13 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.14 Liabilities

Liabilities and provisions are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated Statement of Financial Activities as a finance cost.

2.15 Financial instruments

The Group only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.16 Pensions

Defined contribution plan:
The Group operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Group to the fund in respect of the year.

Multi-employer plan:
The charitable company's clinical staff are eligible to contribute to the NHS pension scheme, an unfunded final salary scheme. The scheme is a multi-employer pension scheme, with contributions made by both the employer and employee. The charitable company is unable to identify its share of the underlying assets and liabilities of the scheme; the scheme is therefore accounted for as a defined contribution scheme in accordance with FRS 102. Employer contributions are recognised in the Statement of Financial Activities in the period to which they relate.

Where applicable, a liability is recognised for contributions arising from an agreement with the multi-employer plan that determines how the charity will fund a deficit. Contributions are discounted when they are not expected to be settled wholly within 12 months of the period end.

2. **Accounting policies (continued)**

2.17 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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

Investment income, gains and losses are allocated to the appropriate fund.

3. Critical accounting estimates and areas of judgment

The preparation of these financial statements require management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses.

Judgement and estimates are continually evaluated and are based on historical experiences and other factors, including expectations of future events that are belived to be reasonable under the circumstances.

The Group and the charity makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results.

Critical accounting estimates and assumptions:

Useful economic lives of tangible assets

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are re-assessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See note 17 for the carrying amount of the property, plant and equipment and note 2.9 for the useful economic lives for each class of assets.

Bad debt provision

The Group and the charitable company makes an estimate of the recoverable value of trade and other debtors. When assessing impairment of trade and other debtors, management considers factors including the current credit rating of the debtor, the ageing profile of debtors and historical experience. See note 21 for the net carrying amount of the debtors and associated impairment provision.

Valuation of investment properties

The investment properties are valued by Trustees, based on the previous valuations performed by estate agents based on vacant possession values. The valuations are further discounted by 5% where the properties were subject to a conventional Assured Shorthold Tenancy agreement and 30% for properties subject to Regulated Tenancy agreement. No properties were unlet at the time of the valuation. There have been no changes in the types of Tenancy since the date of valuation. The trustees regard these values as fair valuations of the properties.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

4. Income from donations and legacies

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Donations and gifts	-	509,652	**509,652**
Legacies	-	389,786	**389,786**
Grants/ Sponsored	122,752	1,192,334	**1,315,086**
	122,752	2,091,772	**2,214,524**

	Restricted funds 2020 £	*Unrestricted funds 2020 £*	*Total funds 2020 £*
Donations and gifts	-	*495,613*	*495,613*
Legacies	-	*1,041,076*	*1,041,076*
Grants/ Sponsored	*217,164*	*7,828*	*224,992*
	217,164	*1,544,517*	*1,761,681*

5. Income from charitable activities

	Unrestricted funds 2021 £	Total funds 2021 £
CCG grant for specialist care	1,808,658	**1,808,658**
24/7 Admissions	100,000	**100,000**
Education	80,001	**80,001**
Other grants and claims	10,980	**10,980**
Sundries & expenditure recharges	14,019	**14,019**
	2,013,658	**2,013,658**

5. Income from charitable activities (continued)

	Unrestricted funds 2020 £	*Total funds 2020 £*
CCG grant for specialist care	*979,658*	*979,658*
24/7 Admissions	*100,000*	*100,000*
Education	*139,135*	*139,135*
Other grants and claims	*13,263*	*13,263*
Sundries & expenditure recharges	*24,821*	*24,821*
	1,256,877	*1,256,877*

6. Income from other trading activities

	Unrestricted funds 2021 £	**Total funds 2021 £**
Fundraising and other activities	295,966	**295,966**
Retail income	522,874	**522,874**
Lottery	58,851	**58,851**
General income	11,010	**11,010**
Trade from Wakefield Hospice Trading Limited	22,051	**22,051**
	910,752	**910,752**

	Unrestricted funds 2020 £	*Total funds 2020 £*
Fundraising and other activities	*572,593*	*572,593*
Retail income	*801,115*	*801,115*
Lottery	*67,329*	*67,329*
General income	*23,342*	*23,342*
Trade from Wakefield Hospice Trading Limited	*48,585*	*48,585*
	1,512,964	*1,512,964*

7. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £
Income from investment properties	35,475	**35,475**
Income from listed investments	22,550	**22,550**
Interest receivable	768	**768**
	58,793	**58,793**

	Unrestricted funds 2020 £	*Total funds 2020 £*
Income from investment properties	*43,351*	*43,351*
Income from listed investments	*25,537*	*25,537*
Interest receivable	*1,443*	*1,443*
	70,331	*70,331*

8. Other income

	Unrestricted funds 2021 £	Total funds 2021 £	*Total funds 2020 £*
Job Rentention Scheme grant income	251,871	**251,871**	-

9. Expenditure on raising funds

Fundraising

	Unrestricted funds 2021 £	Total funds 2021 £
Other costs	109,548	**109,548**
Support costs	5,823	**5,823**
Wages and salaries	314,222	**314,222**
Depreciation	13,555	**13,555**
	443,148	**443,148**

	Unrestricted funds 2020 £	*Total funds 2020 £*
Other costs	*180,984*	*180,984*
Support costs	*9,274*	*9,274*
Wages and salaries	*325,263*	*325,263*
Depreciation	*6,241*	*6,241*
	521,762	*521,762*

Included in wages and salaries of £314,222 (2020: £325,263) is £41,300 (2020: £33,447) of support wages and salaries allocated to fundraising (see note 12).

Retail costs

	Unrestricted funds 2021 £	Total funds 2021 £
Other costs	305,074	**305,074**
Support costs	9,842	**9,842**
Expenditure of Wakefield Hospice Trading Limited	14,767	**14,767**
Wages and salaries	411,150	**411,150**
Depreciation	22,909	**22,909**
	763,742	**763,742**

9. Expenditure on raising funds (continued)

	Unrestricted funds 2020 £	*Total funds 2020 £*
Other costs	*377,959*	*377,959*
Support costs	*16,325*	*16,325*
Expenditure of Wakefield Hospice Trading Limited	*30,710*	*30,710*
Wages and salaries	*513,213*	*513,213*
Depreciation	*13,395*	*13,395*
	951,602	*951,602*

Included in wages and salaries of £411,150 (2020: £513,213) is £69,802 (2020: £58,878) of support wages and salaries allocated to retail (see note 12).

Other expenditure on raising funds

	Unrestricted funds 2021 £	**Total funds 2021 £**
General income costs	788	**788**

	Unrestricted funds 2020 £	*Total funds 2020 £*
General income costs	*3,565*	*3,565*

10. Investment management costs

	Unrestricted funds 2021 £	**Total funds 2021 £**
Investment management fees	15,488	**15,488**

10. Investment management costs (continued)

	Unrestricted funds 2020 £	*Total funds 2020 £*
Investment management fees	*21,924*	*21,924*

11. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2021 £	**Unrestricted funds 2021 £**	**Total funds 2021 £**
Hospice inpatient unit, day care and carer support	133,394	2,856,871	**2,990,265**
Hospice inpatient unit, day care and carer support - support costs	-	39,819	**39,819**
Education	-	85,230	**85,230**
	133,394	2,981,920	**3,115,314**

	Restricted funds 2020 £	*Unrestricted funds 2020 £*	*Total funds 2020 £*
Hospice inpatient unit, day care and carer support	*39,778*	*2,823,663*	*2,863,441*
Hospice inpatient unit, day care and carer support - support costs	-	*36,902*	*36,902*
Education	-	*79,966*	*79,966*
	39,778	*2,940,531*	*2,980,309*

11. Analysis of expenditure on charitable activities (continued)

Summary by expenditure type

	Staff costs 2021 £	Depreciation 2021 £	Other costs 2021 £	Total funds 2021 £
Hospice inpatient unit, day care and carer support	2,491,521	92,681	406,063	**2,990,265**
Hospice inpatient unit, day care and carer support - support costs	-	-	39,819	**39,819**
Education	85,230	-	-	**85,230**
	2,576,751	92,681	445,882	**3,115,314**

	Staff costs 2020 £	*Depreciation 2020 £*	*Other costs 2020 £*	*Total funds 2020 £*
Hospice inpatient unit, day care and carer support	*2,403,720*	*99,935*	*359,786*	*2,863,441*
Hospice inpatient unit, day care and carer support - support costs	-	-	*36,902*	*36,902*
Education	*79,966*	-	-	*79,966*
	2,483,686	*99,935*	*396,688*	*2,980,309*

Included in wages and salaries of £2,491,521 (2020: £2,403,720) is £282,394 (2020: £195,161) of support wages and salaries allocated to hospice inpatient unit, day care and carer support (see note 12).

12. Support costs

	Finance and admin 2021 £	IT 2021 £	Other costs 2021 £	Total funds 2021 £
Fundraising - other support costs	653	1,958	3,212	**5,823**
Fundraising - staff support costs	41,300	-	-	**41,300**
Retail - other support costs	1,103	3,309	5,430	**9,842**
Retail - staff support costs	69,802	-	-	**69,802**
Hospice inpatient unit, day care and carer support - other support costs	4,463	13,388	21,968	**39,819**
Hospice inpatient unit, day care and carer support - staff support costs	282,394	-	-	**282,394**
	399,715	18,655	30,610	**448,980**

	Finance and admin 2020 £	*IT 2020 £*	*Other costs 2020 £*	*Total funds 2020 £*
Fundraising - other support costs	*2,700*	*2,518*	*4,056*	*9,274*
Fundraising - staff support costs	*33,447*	-	-	*33,447*
Retail - other support costs	*4,753*	*4,433*	*7,139*	*16,325*
Retail - staff support costs	*58,878*	-	-	*58,878*
Hospice inpatient unit, day care and carer support - other support costs	*1,196*	*13,679*	*22,027*	*36,902*
Hospice inpatient unit, day care and carer support - staff support costs	*195,161*	-	-	*195,161*
	296,135	*20,630*	*33,222*	*349,987*

13. Auditor's remuneration

	2021 £	*2020 £*
Fees payable to the Charity's auditor for the audit of the Charity's annual accounts	**10,795**	*10,950*
Fees payable to the Charity's auditor in respect of:		
All taxation advisory services not included above	**200**	*2,800*

14. Staff costs

	Group 2021 £	*Group 2020 £*	Charity 2021 £	*Charity 2020 £*
Wages and salaries	**2,907,139**	*2,931,422*	**2,907,139**	*2,931,422*
Social security costs	**231,106**	*222,917*	**231,106**	*222,917*
Contribution to defined contribution pension schemes	**163,878**	*167,823*	**163,878**	*167,823*
	3,302,123	*3,322,162*	**3,302,123**	*3,322,162*

The average number of persons employed by the Group and Charity during the year was as follows:

	Group 2021 No.	*Group 2020 No.*	Charity 2021 No.	*Charity 2020 No.*
Hospice inpatient unit, day therapy and patient support	**74**	*77*	**74**	*77*
Fundraising	**13**	*13*	**13**	*13*
Retail	**24**	*22*	**24**	*22*
Administration	**13**	*13*	**13**	*13*
	124	*125*	**124**	*125*

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	Group 2021 No.	*Group 2020 No.*
In the band £60,001 - £70,000	**2**	*2*
In the band £80,001 - £90,000	**1**	*1*

The key management personnel of the group comprise of the Senior Management Team. The total benefits of the key management personnel of the group during the year were £316,838 (2020: £443,272).

15. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits *(2020 - £NIL)*.

During the year ended 31 March 2021, no Trustee expenses have been incurred *(2020 - £NIL)*.

16. Intangible assets

	Goodwill £
Charity	
At 1 April 2020	1
Disposals	(1)
At 31 March 2021	-
Net book value	
At 31 March 2021	-
At 31 March 2020	1

17. Tangible fixed assets

Group and Charity

	Freehold property £	Leasehold improvements £	Motor vehicles £	Fixtures and fittings £	Total £
Cost or valuation					
At 1 April 2020	**3,397,725**	**150,453**	**23,276**	**662,695**	**4,234,149**
Additions	**39,320**	**-**	**-**	**117,945**	**157,265**
At 31 March 2021	**3,437,045**	**150,453**	**23,276**	**780,640**	**4,391,414**
Depreciation					
At 1 April 2020	**811,456**	**83,219**	**23,276**	**545,046**	**1,462,997**
Charge for the year	**68,544**	**13,113**	**-**	**47,487**	**129,144**
At 31 March 2021	**880,000**	**96,332**	**23,276**	**592,533**	**1,592,141**
Net book value					
At 31 March 2021	**2,557,045**	**54,121**	**-**	**188,107**	**2,799,273**
At 31 March 2020	*2,586,269*	*67,234*	*-*	*117,649*	*2,771,152*

18. Investment property

Group

	Freehold investment property £
Valuation	
At 1 April 2020	833,378
Disposals	(223,203)
Surplus on revaluation	35,458
At 31 March 2021	645,633

Charity

	Freehold investment property £
Valuation	
At 1 April 2020	833,378
Disposals	(223,203)
Surplus on revaluation	35,458
At 31 March 2021	645,633

The investment properties were valued by Trustees as at 31 March 2021, based on the previous valuation provided as at 31 March 2020 by Simon Kendall MNAEA of Richard Kendall Estate Agent, based on vacant possession values. The valuations were further discounted by 5% where the properties were subject to a conventional Assured Shorthold Tenancy agreement and 30% for properties subject to Regulated Tenancy agreement. No properties were unlet at the time of the valuation. There have been no changes in the types of Tenancy since the date of valuation. The trustees regard these values as fair valuations of the properties at 31 March 2021.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

19. Fixed asset investments

Group	Listed investments £
Cost or valuation	
At 1 April 2020	**361,945**
Additions	**82,256**
Disposals	**(60,545)**
Revaluations	**86,827**
At 31 March 2021	**470,483**
Net book value	
At 31 March 2021	**470,483**
At 31 March 2020	*361,945*

Charity	Investments in subsidiary companies £	Listed investments £	Total £
Cost or valuation			
At 1 April 2020	**2**	**361,945**	**361,947**
Additions	**-**	**82,256**	**82,256**
Disposals	**-**	**(60,545)**	**(60,545)**
Revaluations	**-**	**86,827**	**86,827**
At 31 March 2021	**2**	**470,483**	**470,485**
Net book value			
At 31 March 2021	**2**	**470,483**	**470,485**
At 31 March 2020	*2*	*361,945*	*361,947*

19. Fixed asset investments (continued)

Principal subsidiaries

The following was a subsidiary undertaking of the Charity:

Name	Company number	Registered office or principal place of business	Principal activity
Wakefield Hospice Trading Limited	02768457	Aberford Road, Wakefield, West Yorkshire, WF1 4TS	Trading Subsidiary

Class of shares	Holding	Included in consolidation
Ordinary	100%	Yes

The financial results of the subsidiary for the year were:

Name	Income £	Expenditure £	Profit/(Loss) / Surplus/ (Deficit) for the year £	Net assets £
Wakefield Hospice Trading Limited	**22,051**	**(14,767)**	**7,284**	**8,417**

20. Stocks

	Group 2021 £	*Group 2020 £*
Finished goods and goods for resale	**7,598**	*7,000*

21. Debtors

	Group 2021 £	*Group 2020 £*	Charity 2021 £	*Charity 2020 £*
Due within one year				
Trade debtors	**1,556,762**	*925,429*	**1,556,762**	*925,429*
Amounts owed by group undertakings	**-**	*-*	**6,233**	*16,348*
Other debtors	**34,651**	*26,135*	**34,651**	*26,135*
Prepayments and accrued income	**884,380**	*1,126,676*	**884,378**	*1,126,676*
	2,475,793	*2,078,240*	**2,482,024**	*2,094,588*

22. Creditors: Amounts falling due within one year

	Group 2021 £	*Group 2020 £*	Charity 2021 £	*Charity 2020 £*
Trade creditors	**192,223**	*252,054*	**191,874**	*251,218*
Other taxation and social security	**33**	*431*	**-**	*-*
Other creditors	**-**	*15,851*	**-**	*15,851*
Accruals and deferred income	**1,204,921**	*974,335*	**1,200,603**	*972,035*
	1,397,177	*1,242,671*	**1,392,477**	*1,239,104*

	Group 2021 £	*Group 2020 £*	Charity 2021 £	*Charity 2020 £*
Deferred income at 1 April 2020	**929,003**	*45,743*	**929,003**	*45,743*
Resources deferred during the year	**1,067,182**	*929,003*	**1,067,182**	*929,003*
Amounts released from previous periods	**(929,003)**	*(45,743)*	**(929,003)**	*(45,743)*
	1,067,182	*929,003*	**1,067,182**	*929,003*

23. Provisions

Group and Charity

	Provision £
At 1 April 2020	**-**
Additions	**85,895**
At 31 March 2021	**85,895**

In the year ended 31 March 2021, the hospice had streamlined and restructured its business model which resulted in some posts which were unfortunately made redundant. Based on the uncertainties surrounding the calculations method which was used for the redundancies payment, a provision was made at year end for the total amount of £85,895. This process is still ongoing and the outcome is expected to be known by the end of March 2022.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

24. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
Unrestricted funds						
General fund	**2,388,388**	**5,268,729**	**(4,158,864)**	**(17,129)**	**120,759**	**3,601,883**
Designated capital fund	**2,827,587**	**58,117**	**(46,222)**	**(40,210)**	**-**	**2,799,272**
	5,215,975	**5,326,846**	**(4,205,086)**	**(57,339)**	**120,759**	**6,401,155**
Restricted funds						
Restricted funds	**44,916**	**122,752**	**(133,394)**	**57,339**	**-**	**91,613**
Total of funds	**5,260,891**	**5,449,598**	**(4,338,480)**	**-**	**120,759**	**6,492,768**

Restricted funds
The restricted funds are comprised of donations and grants made to the Hospice for a specific purpose. Most of the restricted funds have been used with some remaining balance to be carried forward to be spent in the following year which including:

- Capital Grant for Administration Extension £6k
- Friends Of Clark Hall- Bereavement Support for Young People £4k
- Thomas Deane Trust- Photography £7k
- Dashlight foundation/Grace Trust- Dementia day care service £6.5k
- Other funds have been donated/ granted by various donors for a specific purchase or use that has been stated by the donor.

Transfers
Transfers during the year relate to reallocation of unrestricted funds to restricted funds to fund the above projects.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

24. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2019 £	*Income* £	*Expenditure* £	*Transfers in/out* £	*Gains/ (Losses)* £	*Balance at 31 March 2020* £
Unrestricted funds						
General fund	*2,468,445*	*4,189,849*	*(4,391,619)*	*132,924*	*(11,211)*	*2,388,388*
Designated capital fund	*2,666,365*	*164,128*	*(17,055)*	*14,149*	-	*2,827,587*
	5,134,810	*4,353,977*	*(4,408,674)*	*147,073*	*(11,211)*	*5,215,975*
Restricted funds						
Restricted Funds	*14,602*	*217,164*	*(39,777)*	*(147,073)*	-	*44,916*
Total of funds	*5,149,412*	*217,164*	*(4,448,451)*	-	*(11,211)*	*5,260,891*

25. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	**Income** £	**Expenditure** £	**Transfers in/out** £	**Gains/ (Losses)** £	**Balance at 31 March 2021** £
Unrestricted funds	**5,215,975**	**5,326,846**	**(4,205,086)**	**(57,339)**	**120,759**	**6,401,155**
Restricted funds	**44,916**	**122,752**	**(133,394)**	**57,339**	**-**	**91,613**
	5,260,891	**5,449,598**	**(4,338,480)**	**-**	**120,759**	**6,492,768**

25. Summary of funds (continued)

Summary of funds - prior year

	Balance at 1 April 2019 £	*Income* £	*Expenditure* £	*Transfers in/out* £	*Gains/ (Losses)* £	*Balance at 31 March 2020* £
Unrestricted funds	*5,134,810*	*4,353,977*	*(4,408,674)*	*147,073*	*(11,211)*	*5,215,975*
Restricted funds	*14,602*	*217,164*	*(39,777)*	*(147,073)*	-	*44,916*
	5,149,412	*4,571,141*	*(4,448,451)*	-	*(11,211)*	*5,260,891*

26. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Restricted funds 2021 £	**Unrestricted funds 2021** £	**Total funds 2021** £
Tangible fixed assets	-	2,799,273	**2,799,273**
Fixed asset investments	-	470,483	**470,483**
Investment property	-	645,633	**645,633**
Current assets	91,613	3,968,838	**4,060,451**
Creditors due within one year	-	(1,397,177)	**(1,397,177)**
Provisions for liabilities and charges	-	(85,895)	**(85,895)**
Total	91,613	6,401,155	**6,492,768**

Analysis of net assets between funds - prior year

	Restricted funds 2020 £	*Unrestricted funds 2020* £	*Total funds 2020* £
Tangible fixed assets	-	*2,771,152*	*2,771,152*
Fixed asset investments	-	*361,945*	*361,945*
Investment property	-	*833,378*	*833,378*
Current assets	*44,916*	*2,492,170*	*2,537,086*
Creditors due within one year	-	*(1,242,670)*	*(1,242,670)*
Total	*44,916*	*5,215,975*	*5,260,891*

27. Reconciliation of net movement in funds to net cash flow from operating activities

	Group 2021 £	*Group 2020 £*
Net income for the year (as per Statement of Financial Activities)	**1,231,877**	*111,479*
Adjustments for:		
Depreciation charges	**129,144**	*115,738*
(Profit)/loss on disposal of fixed assets	**(6,798)**	*3,833*
Gains/(losses) on investments	**(120,759)**	*11,211*
Dividends, interests and rents from investments	**(61,262)**	*(88,206)*
Decrease/(increase) in stocks	**(598)**	*62,079*
Increase in debtors	**(385,834)**	*(1,780,522)*
Increase in creditors	**143,646**	*921,828*
Increase in provision	**85,895**	-
Net cash provided by/(used in) operating activities	**1,015,311**	*(642,560)*

28. Analysis of cash and cash equivalents

	Group 2021 £	*Group 2020 £*
Cash at bank and in hand	**1,577,060**	*451,846*
Cash held as part of the investment portfolio	**5,022**	*3,583*
Cash held as part of investment property	**78,833**	*59,176*
Total cash and cash equivalents	**1,660,915**	*514,605*

29. Analysis of changes in net debt

	At 1 April 2020 £	Cash flows £	At 31 March 2021 £
Cash at bank and in hand	**451,846**	**1,125,216**	**1,577,062**
Cash equivalents	**62,759**	**21,094**	**83,853**
	514,605	**1,146,310**	**1,660,915**

30. Pension commitments

Employees of the charity are entitled to join either the NHS Pension Scheme (eligible employees only), or the Wakefield Hospice Pension Plan.

NHS Pension Scheme
Eligible employees are able to remain in the NHS Pension Scheme as if they were still in the employment of an employing authority. The NHS Pension Scheme is an unfunded occupational pension scheme backed by the Exchequer, which is open to all NHS employees and employees of approved organisations. The scheme provides pensions, in varying circumstances for employees of participating employers. The scheme receives contributions from employers and employees to defray the costs of pensions and other benefits. The scheme is subject to a full actuarial valuation every four years and an accounting valuation every year. Details of benefits payable, and the basis for valuations under these provisions can be found on the NHS Pension website at www, nhsbsa. nhs ensions. The scheme is accounted for as a multi-employer scheme under the Charity SORP (FRS102) and, as no surplus or deficit is able to be identified and allocated to the separate employer, the contributions have been accounted for as a defined contribution scheme and no share of the surplus or deficit included in these financial statements.

In the year ended 31 March 2021, the charity made contributions to the NHS Pension Scheme totalling £110,503 (2020: £111,472). Employer contributions were 14.4% and employee contributions were in the range of 5.6% to 12.5% of pensionable pay.

Other Pension Schemes
Other employees are entitled to join the Aviva —Wakefieid Hospice Pension Plan, which is a defined contribution scheme. The contribution rates for this scheme are bewteen 3% to 4% of pensionable pay for the employer and between the ranges of 5% to 13% of pensionable pay for the employee. New employees are Auto-enrolled if eligible into this scheme. In the year ending 31 March 2021, the charity paid employer contributions to the Aviva scheme totalling £53,375 (2020: £56,351).

31. Operating lease commitments

At 31 March 2021 the Group and the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Group 2021 £	*Group 2020 £*	**Charity 2021 £**	*Charity 2020 £*
Not later than 1 year	**105,865**	*111,373*	**105,865**	*111,373*
Later than 1 year and not later than 5 years	**167,727**	*200,292*	**167,727**	*200,292*
Later than 5 years	**-**	*9,063*	**-**	*9,063*
	273,592	*320,728*	**273,592**	*320,728*

32. Related party transactions

Advantage has been taken of the exemption in Financial Reporting Standard 102 ('The Financial Reporting Standard applicable in the UK and Republic of Ireland') from the requirement to disclose the transaction with group companies on the grounds that they are wholly owned.

33. Legal status of the Charity

The Charity is a company limited by guarantee and has no share capital. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity.