

# Annual Report and Accounts



## Trustees' report and consolidated financial statements for the year ended 31st March 2023



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## Officers and Professional Advisors

### Trustees and Officers

#### **CHAIR**

Mrs Lesley Mort

#### **TRUSTEES**

Dr Usman Ahmed (resigned 28 September 2022)

Mr Sultan Ali (resigned 29 March 2023)

Mrs Joanne Bentley (appointed 14 December 2022)

Rt Rev Mark Davies

Miss Kitsa Efthymiadis

Ms Julia Heap (resigned 29 March 2023)

Mrs Carol Hopkins

Mr Kieren McDonnell

Dr Robert Namushi

Mr Martin O'Donnell

Mrs Yvonne Rogers (appointed 14 December 2022)

Sir David Trippier

#### **Company Secretary**

Ms Rebecca Davis

### Key Management Personnel

#### **CHIEF EXECUTIVE**

Samantha Wells

#### **MEDICAL DIRECTOR**

Dr Christopher Pick

#### **DIRECTOR OF CLINICAL SERVICES**

Angela Anderson

#### **DIRECTOR OF FINANCE**

Rebecca Davis

#### **DIRECTOR OF CORPORATE SERVICES**

Emily Kennedy

**Professional Advisors and Registered Office**

**SOLICITORS**

**Molesworths Bright Clegg**

Octagon House, 25-27 Yorkshire Street  
Rochdale  
Lancashire OL16 1RH

**AUDITOR**

**Crowe UK LLP**

The Lexicon  
Mount Street  
Manchester M2 5NT

**BANKER**

**The Royal Bank of Scotland**

Manchester Commercial,  
3<sup>rd</sup> Floor, 38 Mosley Street  
Manchester M3 3AZ

**PENSION ADVISORS**

**Cullen Wealth**

2 Riverview, Vale Road  
Heaton Mersey  
Cheshire SK4 3GN

**REGISTERED & PRINCIPAL OFFICE**

**Springhill Hospice (Rochdale)**

Broad Lane  
Rochdale  
Lancashire OL16 4PZ

**SPRINGHILL HOSPICE (SERVICES) LIMITED**

Subsidiary of **Springhill Hospice (Rochdale)**

**SPRINGHILL HOSPICE (LOTTERY) LIMITED**

Subsidiary of **Springhill Hospice (Services) Limited**

## Trustees' Report (including the Strategic Report)

The Trustees of Springhill Hospice (Rochdale), who are also Directors of the company for the purposes of the Companies Act 2006, submit their annual report, together with the financial statements and auditor's report for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011, the Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

### CONSTITUTION AND GOVERNING DOCUMENTS

Springhill Hospice (Rochdale) is a company limited by guarantee (Company No 02325905), and is registered as a charity under the Charities Act 1960 (Registered Charity No 701798). The company was incorporated on 7 December 1988 and is governed by a Memorandum and Articles of Association. The company is run by a Board made up of Trustees (Directors). Every Trustee undertakes to contribute to the assets of the company in the event of it being wound up during the time he/she is a Trustee or within one year afterwards. The amount that may be required will not exceed £1 (one pound) for payment of the debts and liabilities of the company contracted before the time when he/she ceases to be a Trustee.

The names of Trustees that served during and after the year to 31st March 2023 can be found on page 3 to these accounts. Trustees are appointed for a term of three years and are eligible for re-election at the AGM of the appropriate year.

### AIMS AND OBJECTIVES

The object of the charity, as set out in its Memorandum and Articles of Association, is to promote the relief of illness and suffering in the Heywood, Middleton and Rochdale area.

Springhill Hospice (Rochdale) provides multi-professional palliative and end of life services and has its operational site on Broad Lane, Rochdale. The range of services that Springhill Hospice (Rochdale) provides are inpatient, day therapy and community services. A 24 hour advice line is available to healthcare professionals, patients and carers in the Heywood, Middleton and Rochdale area.

The activities undertaken during the period to meet these objectives were affected to some extent by the Covid-19 pandemic and the attendant restrictions in force in England. The activities were:

- Provision of 16 beds in the inpatient unit providing 24 hour medical and nursing care
- Day Therapies provided from the Hospice site for adults with a diagnosed palliative life-limiting illness
- In liaison with NHS and other partners, the provision of community care for those patients being supported at home
- Bereavement support for adults in HMR bereaved by someone with a diagnosed life-limiting illness (deceased child or adult).

- Counselling service for adults with a diagnosed life-limiting illness and for relatives of someone with a life-limiting illness.
- A 24 hour palliative care advice line for patients, carers and professional staff
- Provision of a dedicated education unit for staff training and to provide education in palliative care to the local clinical community. Courses were run in person and online.

The Hospice also carries out various fundraising activities and initiatives to generate donations and financial support in order to support its charitable activities.

Springhill Hospice (Services) Limited is a subsidiary company of the Hospice and generates funds for the Hospice through retail shops and fundraising activities.

Springhill Hospice (Lottery) Limited, a subsidiary of Springhill Hospice (Services) Limited, generates income for the Hospice through the provision of a weekly lottery; the lottery is managed on its behalf by StarVale Management & Technologies Limited.

## FUNDRAISING STANDARDS INFORMATION

Springhill Hospice (Rochdale) is committed to practising the highest standards of income generation and ensuring all activity reflects the Hospice's values. Springhill is registered with the Fundraising Regulator, and has made a commitment to adhere to all recognised standards and requirements outlined in the Code of Fundraising Practice when planning or undertaking fundraising initiatives. The standards addressed in the Code of Fundraising Practice underpin all aspects of fundraising undertaken by the Hospice, and comprise a number of fundraising streams including: Key Principles and Behaviours; Working with Volunteers; Working with Children; Working with Third Parties; Fundraising Communications and Techniques; Direct Marketing; Telephone; Digital Media; Trusts; Major Donors; Corporate Partnerships; Raffles and Lotteries; Fundraising through Payroll Giving; Events; Public Collections; Static Collections; Legacies; Payment of Fundraisers and Handling of Donations. In addition, donations received are processed following the Hospice's internal financial procedures in line with Charity Commission guidance.

All income services activities are undertaken within charity law, meeting Charity Commission guidelines, Fundraising Regulator codes of practice, HMRC (tax authority) rules, The Gambling Commission standards and Gambling Act, local licensing laws, Advertising Standards and the General Data Protection Regulation and Data Protection Act. Springhill does not condone and never employs aggressive fundraising tactics. All contact with donors is always conducted in a caring and professional manner, in line with Springhill's values.

Springhill Hospice (Rochdale) is committed not only to meeting the minimum standards set out within legislation and codes of practice, but also aspiring to reach a higher level of supporter care, being advocates of the superb care delivered at the Hospice and mirroring this with our current donors and new supporters. As part of this commitment, the Income Generation Team are active members of the Chartered Institute of Fundraising (CioF), the Hospice Income Generation Network (HIGN), the Hospice Lottery Association (HLA) and the Charity Retail Association (CRA), which support the Hospice's commitment and development to working ethically and responsibly, using best practice when communicating with our donors and supporters.

The Finance Committee monitors the activities of the Income Generation Team, on behalf of the Board of Trustees. The Head of Income Generation and Marketing attends each quarterly meeting of the Committee and reports progress on income raised from fundraising, shops and lottery, as well as progress on the Fundraising Strategy.

During the year we received one complaint about our income generation activity. No complaint related to retail activity (2022 zero), and none (zero) to lottery activity while one (zero) related to fundraising activity. All were investigated and dealt with through the Hospice's Complaints Policy and reported to the Trustees through the Governance and Audit and Committee. Wherever possible, the Hospice seeks to learn from the feedback received in complaints in order to improve its policies and ways of working.

In order to ensure that we protect vulnerable people and other members of the public from any unreasonable behaviour or undue pressure, alongside our Privacy Policy, we commit to:

- Adhere to the Fundraising Regulator's Code of Practice and the Fundraising Promise.
- Promptly action any requests for removal from our mailing lists and database.
- Not sell or pass on the data of any of our donors and supporters to any third parties.
- Only use professional fundraising agencies who can demonstrate a track record of best practice in the sector and compliance with the Fundraising Regulator and other appropriate sector bodies.

## **PUBLIC BENEFIT STATEMENT**

In setting our objectives and planning our services, the Trustees of Springhill Hospice (Rochdale) have given careful consideration to the Charity Commission's general guidance on public benefit. Springhill Hospice (Rochdale) provides Hospice services free of charge to those individuals aged over 18 years with life-limiting illness living in and bordering the Rochdale Borough area and also provides supportive care for their families and carers. Our care services are available, without restriction, to all groups in the communities we serve.

## STRATEGIC REPORT

### ACHIEVEMENTS AND PERFORMANCE

Springhill Hospice (Rochdale) collects key service data including the number of patients waiting to access our services and monitors its own performance continually. The community service, commissioned by the local NHS, has a small number of key performance indicators. All clinical services reflect on the feedback they receive, and this is reported to the Clinical Standards sub-committee on a quarterly basis. All the Hospice sub-committees have development plans to track areas for improvement and monitor progress. The Clinical Standards development plan includes extending use of the Integrated Palliative Care Outcome Scale. The Hospice also tracks progress towards its strategic plan goals. Fundraising and financial performance is measured against targets and budgets and is reported monthly to the management team and quarterly to every Finance Committee Trustee Board meeting.

We continue to work alongside our neighbouring Hospices across Greater Manchester, as part of the Greater Manchester Hospices Group, working together more strategically and influencing the provision and delivery of Specialist Palliative Care and End of Life Care services across Greater Manchester, whilst retaining our identity and individuality.

The Group's intention is for Hospices to work together to help shape the vision and delivery of Greater Manchester's Palliative and End of Life Strategy, to promote the work Hospices do across Greater Manchester, and to influence and shape the future commissioning of Hospice and Palliative Care services.

### CLINICAL SERVICES

The table details the key statistics for service provision in the years ended 31<sup>st</sup> March 2023 and 2022

<b>Inpatient Services</b>	<b>2022/23</b>	<b>2021/22</b>
Registered inpatient beds	16	16
Available inpatient beds	16	12
Occupied bed days	2,901	3,252
Average length of stay (days)	10.74	12.20
Patient admissions	291	241
 <b>Community Services</b>		
Patients referred	733	643
Total visits from the community team	6,583	5,305
 <b>Day Hospice Services</b>		
Registered weekly day hospice places	64	64



Available weekly day hospice places	32	32
Day hospice operational days per week	4	2
Total day hospice attendances	916	124
Virtual interventions	0	259

#### **Educational Services**

Course Attendees	1,063	518
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#### **Psychological Services**

##### **Bereavement Service**

Clients referred	136	129
Virtual client contacts	327	792
f-2-f client contacts	539	202

##### **Counselling Service**

Clients referred	98	70
Virtual client contacts	253	330
f-2-f client contacts	209	30

#### **Inpatient Services**

The Inpatient Unit has 16 beds; offering privacy and dignity for all. This was reduced to 12 beds during Covid pandemic, however we are now back up and running at 16 beds. Patients are admitted for symptom management, which can range from pain management, breathlessness, nausea and vomiting. They are also admitted for end-of-life care. The medical and nursing team work closely together providing the highest standard of care for our patients with life limiting illnesses and their families, friends and their carers.

Now the restrictions of the pandemic have been lifted, the inpatient unit is returning to the busy and vibrant place it previously was. Visiting is unrestricted and family and friends are able to enjoy all areas of the inpatient unit and the surrounding grounds. The overnight stay facilities mean family can stay in a comfortable double room, with access to shower facilities and a TV, whilst remaining close to their loved ones overnight.

The nursing team is led by the ward sister and two junior ward sisters, and comprises 15 registered nurses, one specialist palliative care nurse, a nursing associate, a trainee nursing associate, four assistant practitioners and 23 nursing assistants.

Recently the inpatient unit has developed a new role of a senior nursing assistant. This role will allow those nursing assistants with high levels of experience and knowledge, to lead the team of nursing assistants, ensuring high standards of care, organisation and cleanliness remain throughout the inpatient unit. This is initially going to be a role for two staff members, with a view hopefully to expand after a trial period.

Although recruitment of nurses has been a significant challenge, following a large recruitment drive supported by fundraising and utilising social media, we have recently employed three new staff nurses and five nursing assistants. This will allow existing staff to also pursue further education and development now the inpatient unit is fully staffed

The new nursing associate role has had a positive impact on the inpatient unit. We currently have one nursing assistant applying for the nursing associate course, another is at the end of her nurse training and a third is hoping to commence her nurse training in February. We are able to be flexible with the off duty to support this learning which means we are able to develop our own highly skilled, caring and motivated staff.

Although supervised by registered nurses the nursing associates are also able to work autonomously to admit patients, taking responsibility for their care throughout their stay, up to and including arranging their discharges. With additional training on successful completion, this can lead to becoming a registered nurse. They have a clear scope of practice and competencies. The nursing associate role has proved to be invaluable. We will continue to support our staff to develop and enhance their learning. This will allow the Hospice to maintain a workforce which can meet current and future demand.

One of the assistant practitioners works alongside the Hospice physiotherapist and assesses patients who need assistance with rehabilitation in order for them to remain as independent as possible. They not only look after patients on the ward, but also in the community and day therapies services. They also follow patients up at home once they have been discharged.

The medical team is led by the medical director and we have four doctors in total, with a fifth part-time doctor joining us in October 2023. The number of doctors increased in order for the hospice to start providing 7-day admissions. The medics provide the medical care to our patients on the inpatient unit, day therapies and in the community. Whilst they provide specialist advice and guidance to the clinical Hospice teams, they are also a valuable resource to external health care professionals caring for palliative patients in other community settings. The medical team deliver training to hospice staff and externally; this is primarily to GPs including support to GP trainees during placements at the hospice.

The staff on the inpatient unit continue to provide the 24-hour advice line, taking calls from other professionals, patients, families or carers who require advice any time of the day or night. They offer a compassionate and reassuring support during times of uncertainty.

### ***Internal inspection exercise***

As a Hospice provider we are accountable to the Care Quality Commission (CQC) for the quality and safety of the services we provide. Each year we complete a self-assessment document and have a formal engagement meeting with the CQC to give them assurances of the high standard of the services we deliver and the infrastructure in place to support this.

We have not had a CQC on-site inspection since 2016 and, with this in mind, we decided to undertake a CQC-style inspection of our own. We are currently trialing a pilot 'Quality, Development and Innovation' project, looking at the quality of everything we do and how we can improve the experience of patients and families. As part of this project, the Quality and Development Lead developed a template for inspection which

incorporates all areas which would be examined by CQC inspectors on a site visit. The internal inspection team visited the inpatient unit, unannounced, for two days. The key questions asked about the service were:

- Is the service safe?
- Is the service effective?
- Is the service caring?
- Is the service responsive?
- Is the service well-led?

From the inspection of the Hospice Inpatient Unit and supporting services over this two-day period the internal team were confident that all key quality areas within the scope of this inspection were fully met. They were of the opinion that patients under the care of the Hospice are supported in a safe and caring environment by staff who are passionate about the care they deliver.

Some recommendations for improvement have been made but, had this been a formal inspection, we believe there were no areas of significant concern. This inspection forms only part of the Hospice's quality and monitoring process. Annual audits of key areas will continue to be undertaken and remedial action taken, where required.

### **Day Therapies**

We offered a variety of face-to-face group programmes, including a new self-management supportive group, a wellbeing group, a new carer's peer support group. Referrals have been slow following the pandemic. We also run a group for people living with dementia, supported by our dementia specialist nurse. We have a small waiting list for this group. Feedback continues to be very positive.

We are now planning to run a variety of sessions at community venues across the borough to make our service more accessible to all adults with a palliative condition. These sessions may include self-management supportive group sessions, information sessions for patients and their loved ones, along with some of our creative therapies and complementary therapies.

We received 56 referrals who were admitted into the Day Therapies Service in 2022/23. We provided 916 sessions for patients and carers.

### **Counselling Service**

The Counselling Service continues to support adults who are experiencing psychological and emotional distress because of their own life-limiting condition or the condition of someone significant to them. We receive referrals from our inpatient unit, day therapies, community services and others including GPs, district nurses and specialist nurses. There is currently no waiting list. Feedback from clients continues to be very positive.

We received 99 referrals who were admitted into the Counselling Service in 2022/23. We provided 301 sessions for patients, and 164 sessions for relatives/carers. We provided a combination of telephone, video and face-to-face sessions.

### **Bereavement Service**

The Bereavement Service continues to support families known to the Hospice. We also provide a bereavement service to adults in Heywood, Middleton and Rochdale who are not known to the hospice, who are struggling with grief following a loss due to a diagnosed life-limiting condition. We accept referrals from GPs. This service receives funding from HMR Interated Care . Current waiting list is 6-8 weeks. Feedback continues to be very positive.

We offer various types of bereavement support including:

- Information about the nature of grief
- One to one telephone bereavement support
- One to one bereavement counselling
- Weekly bereavement support groups- including walk and talk and Ecotherapy

We received 136 referrals who were admitted into the Bereavement Service in 2022/23. We provided 880 sessions of 1:1 bereavement support/counselling. We had 104 bereavement support group attendances. We provided a combination of telephone, video and face-to-face sessions.

The Counselling Service continues to be accredited by the British Association for Counselling and Psychotherapy (BACP).

### **Community Services**

Springhill Hospice (Rochdale) Community Services continue to support patients in their own homes, working alongside GPs, District Nurses and other community service providers. Springhill Hospice (Rochdale) community services comprise:

### **Integrated Specialist Palliative Care and End of Life Service**

This service is led by our senior hospice doctor (Community) and is staffed by specialist palliative care nurses operating over seven days, 8:00 – 20:00 Monday to Friday, 8:00 – 16:00 weekends and bank holidays. The team offers support to patients and families in their own homes and is further supported by the hospice physiotherapist, two assistant practitioners (rehabilitation and nursing) and a counsellor.

### **Hospice at Home Service**

The hospice at home team is staffed from our inpatient unit nursing team and comprises qualified nurses, nursing associates, assistant practitioners and healthcare nursing assistants who also work on the inpatient unit. It provides care and support to patients at the end of life, and their families. The service is designed to offer patients the opportunity to spend their last days or weeks at home, if they choose to do so, and it works closely alongside the district nursing team. The service is available from 8:00 – 21:00 seven days a week, including bank holidays.

### **Night Sitting Service**

This service supports the families of patients to continue to care for their loved ones at home, enabling carers to get a good night's sleep in the knowledge that their loved one is being cared for, and closely monitored, overnight. The service is available from 22.00-08.00 on allocated nights, according to individual needs.

### **Dementia Care Project**

In November 2021 we were awarded £100,000 of funding from the Barclays 100 x 100 Community Fund, which has enabled us to develop a Dementia Care Project.

We have cared for a number of patients with a dementia diagnosis and, as this is a complex condition which requires careful diagnosis and management, we identified that we did not necessarily have all the specialist skills needed to ensure we are able to provide the best care and support to this patient group and their families.

The initial financial support has enabled us to recruit a Dementia Specialist Nurse who will work across all our services: Community, Day Therapies and the Inpatient Unit, providing guidance and support to all our clinical teams and specialist support to this patient group and their families. We have successfully recruited into the Specialist nurse post and the project commenced in April 2022. The funding will also give us scope to provide ongoing education to our clinical teams, ensuring they have the knowledge and skills to effectively care for this patient group. By 31 March 2023 just under 50% of the funds had been spent and the project continues for another year. At the end of the project our aim is to be in a position whereby Dementia Care will be an intrinsic element of the services we offer and we will be looking for recurrent funding to sustain the service.

## **EDUCATION SERVICE**

The Education Unit is located at Carders Court Care Village in Castleton which provides us with two training rooms, a library/boardroom and a clinical skills room.

We provide palliative care education to all grades of health and social care staff across Heywood Middleton and Rochdale. This remains free of charge.

Our core training remains centred around the 'The Springhill Palliative Care Education Passport' (SPCEP) a course which has been developed by the team to ensure holistic knowledge and key skills are taught, and which carries endorsement from Skills for Care. This SPCEP is enhanced by more in-depth focused workshops which are offered as stand alone sessions.

The Education team also now offer the Foundations of Care short course for health and social care workers who are new to caring for palliative patients. The clinical skills room is a great aid in helping them to gain not only practical skills but how to deliver them with care, compassion and sensitivity. This is a course which carries an affordable charge.

## **FUNDRAISING**

As a charity the Hospice relies on donations from generous individuals, organisations and the local community to be able to offer specialist palliative care to patients and their families from diagnosis to end of life. The fundraising team aims to secure ongoing support from individuals, schools, community groups, including the Hospice support groups, and businesses, as well as providing assistance to supporters organising their own fundraising activities. The fundraising team also organises a portfolio of Hospice managed events. Since Covid, the fundraising landscape has changed significantly. To accommodate this we have reviewed our job roles and activities to reflect current trends and engage more with our local communities.

The support from the local community continued to be generous, both through individual donations and participation in activities, though mass-participation events have continued to struggle when restrictions allowed. We continue to develop a digitally based strategy to engage and nurture our supporter base. The Trustees are grateful for the generosity of individuals and local companies and organisations that support our events with the provision of facilities and financial sponsorship arrangements, without which many of the hospice events could not be staged.



## **SUBSIDIARY COMPANIES**

### ***Retail (Subsidiary Company - Springhill Hospice (Services) Ltd)***

Springhill Hospice (Services) Ltd is the trading arm of the hospice which manages the retail sales of donated goods and a range of hospice merchandise.

The company did not make a surplus over the year. The company was still impacted by the Covid-19 pandemic at the beginning of the financial year, with reduced volunteer and staff numbers and the challenges of accepting and processing donations of stock.

Many of the current retail units have struggled to achieve previous sales volumes, despite a buoyant national charity retail climate. This is due to a number of factors, including location. Subsequently, the decision was made to sell three of the worst performing shops, reducing the total to six retail units.

We are actively looking to open new outlets in more prominent locations and have identified a potential unit in Heywood. This will also include our first specialist department.

The new Retail Development Manager has developed a retail toolkit to monitor and improve retail basics, which are already showing signs of improvement, including increasing Gift Aid sales and monitoring metrics to allow strategic decisions on sales building via the till system and reporting software.

We are undergoing a restutture within the retail area to maximise our current retail offer, whilst reducing unnecessary expenditure.

Areas of opportunity we have identified include new units in prime areas, a larger retail-park type furniture store and specialist shops/departments.

Total turnover received through our retail activity was £597,489 (2022: £542,488). Overall the company ended the year with a loss of £34,741 (2022 profit of £41,751).

### ***Lottery (Subsidiary Company - Springhill Hospice (Lottery) Ltd)***

The Hospice Lottery provides the charity with income through its weekly lottery campaign. All profits from this company are donated to the Hospice.

For 2022-23 the Lottery contributed a £304,726 surplus to the Hospice (2022: £338,734) on a turnover of £518,613 (2022: £531,719)

Springhill's Lottery has been challenged by continued declining numbers which has resulted in a decline in income. In the final draw of the 22-23 year there were 8,877 players (9,458 in 21-22), This decline has mostly been due to the inability to undertake face to face canvassing recruitment to the Lottery. Following a period of consultation, the decision has been made to move our operation from Starvale to a new provider, Local Hospice Lottery. The reasons for this are two-fold; firstly, due to a different lottery model (partnership rather than external lottery manager), we can expect a better profitability from our current player base. Secondly, the new provider has its own in-house canvassing operation which will allow us to resume face to face canvassing. There is also a larger prize fund and rollover as well as cost savings on back office and administration services.

The Charity owns 100% of the shares in the Springhill Hospice (Services) Ltd., which in turn owns 100% of the shares in Springhill Hospice (Lottery) Ltd. Both of these companies gift aid their taxable profits to the Springhill

Hospice (Rochdale) for the pursuance of its objectives. Details of the subsidiary company's trading can be found in note 13 of the annual accounts. At 31 March 2023, Springhill Hospice (Services) Ltd owed £524,552 (2022 £982,550) to the parent company in respect of money lent for the purchase of the Craven, on a long term basis at zero interest, and some costs which the parent company pays and then recharges.

## COMMUNICATIONS

The marketing and communications team support every aspect of the hospice's work, including clinical and corporate services, in addition to income generation. Communication standards have continued to develop to ensure that awareness of the hospice's services and fundraising activity remains high in the community.

We have continued to develop a library of powerful patient and supporter case studies to engage with supporters and break down some of the myths about hospice care. This is an area that we will continue to build on and develop.

During 2022-23 hospice media coverage was as follows (2021-22 in brackets):

Press coverage – Rochdale Observer – 20 articles	(20)
Press coverage – Rochdale Online – 38 articles	(20)
Paid press coverage – 30 features	(21)
Whitworth Valley News – 0 articles	(7)

Social media followers at the end of March 2023 for:

Facebook – 9,561	(9,022)
Twitter – 3,721	(1,613)
Instagram – 1,660	(1,507)

Social media analytics for 2022/23

Reach for Facebook posts – 229,635	(236,152)
Twitter post impressions – 87,248	(143,400)
Reach for Instagram posts – 5,859	(7,018)

## STAFF AND VOLUNTEERS

The Board of Trustees would like to express its appreciation of the work of the staff within the hospice group of companies for all their efforts during the year, often extending beyond their paid duties to engage in raising funds for the hospice.

Equally the contribution of our volunteer workforce is valued very highly and the table below gives an indication of the financial value of their input throughout the group based on the national living wage rates currently prescribed:

	<u>2023</u>		<u>2022</u>	
	<u>Hours (est)</u>	<u>£</u>	<u>Hours (est)</u>	<u>£</u>
National Living Wage		9.50		8.91
Hospice	35,568	337,896	27,872	248,340
Services Company	16,016	152,152	17,264	153,882
Lottery Company	0	0	0	0
<b>TOTAL</b>	<b>51,584</b>	<b>490,048</b>	<b>45,136</b>	<b>402,222</b>

The range of activities undertaken by the volunteer workforce this year has included:

Reception duties	Income recording
Catering	Inpatient support
Gardening	Fundraising support
Charity shops support	Collection of donated goods
Lottery collections	Community befriending
Laundry	Calligraphy
Administrative support	Library assistants
Day Hospice drivers	Bereavement Support
Day Therapies	

Last year the Hospice was experiencing the effects of a large drop in Volunteer numbers due to the effects of the pandemic which caused many Volunteers to stop volunteering. Around 40% of our regular Volunteers had decided not to return to their usual roles and some areas of the Hospice were especially affected by this, the Hospice Kitchen in particular.

To try to address this, members of staff from various areas of the Hospice have been meeting regularly as a Volunteering Development Group to look at ways in which we can recruit Volunteers and enable them to have a positive experience in their volunteering roles. This has been very positive and volunteers have been invited to join this group to represent their peers and provide feedback.

A Volunteer Recruitment Campaign was launched, on the website, in colleges and in the wider community and this has attracted lots of interest and applications from prospective Volunteers. It has also raised awareness in the community about the Hospice and its work. The Volunteer Application Form, along with other paperwork, has been re-designed to make it more user friendly and much less bulky and hopefully this will encourage more people to complete it.

Initially we had a large amount of interest from the website campaign and several Volunteers have been recruited via this. However, this has eased and we are now gaining applications from our usual sources as well – most prominent being word of mouth. It's always good to know that the work of the Hospice is appreciated and talked about! Applications are now almost back to pre-pandemic levels and we are slowly building up our Volunteer numbers.

We have, however, lost around 20 retail Volunteers who decided to retire after we closed three of our charity shops in the Borough. A few have transferred to other shops and two have come along to volunteer in the Hospice Kitchen.

More volunteers have returned to their roles in such areas as Day Therapies and Coffee @ The Craven.

We currently have 77 Retail Volunteers over our four retail outlets and Coffee @ the Craven and a further 184 Volunteers carrying out various roles in the Hospice.

## FINANCIAL REVIEW

The accounts for the year have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice and comply with all statutory requirements and the hospice's governing document. The accounts consolidate the results of the hospice and its trading subsidiary.

The Trustees report a net decrease to overall funds for the year of £579,266 (2021-22 decrease £33,271) and an overall funds balance of £8,069,003 at 31 March 2023 (£8,648,269 at 31 March 2022). The financial position of the group is set out in the balance sheet on page 29. The reserves policy relating to the funds held by the hospice is described in the reserves policy below.

The Hospice has set a deficit budget for each of the last three financial years. The recurrent funding it receives from the NHS and the baseline position of its income generation activities do not cover the costs of its charitable activities. Indeed, aside from the contract to provide Community Services, statutory funding meets only 27% of this expenditure. Developing our financial sustainability is one of the charity's strategic priorities. In 2020-21 and 2021-22 the Hospice received additional funding from NHS England, in common with other hospices, with respect to providing capacity during the pandemic and this enabled it to avoid an operating deficit in those years. Absent any additional funding, and with some increase in expenditure, a deficit was not avoided.

### Income and expenditure

The statement of financial activities (SOFA) is set out on page 26 of these financial statements. From an operating point of view 2022-23 showed a deficit before investment losses of £513,233 (2021-22 surplus £9,479).

Total income in 2022-23 showed an increase of £0.2million on the previous financial year at £5.4 million (2021-22 £5.2 million).

Income from donations and fundraising activities was £782,503, a very similar amount to the previous year (2021-22: £788,755).

Legacy income increased with £656,863 recognised as received or as due under FRS 102 (2021-22 £567,148).

Funding from local NHS commissioners amounted to £2,381,306 (2021-22 £2,216,273). In addition, the hospice received £278,936 from the Better Care Fund held by Rochdale Borough Council for a new Discharge to Assess initiative.

The turnover of the Services Company increased to £597,489 for the year (2021-22 £542,488), despite some of the shops being closed for periods of the year. However, costs also increased and overall the company ended the year with a loss of £34,479 (2022 profit of £41,753). The Group arrangement is for the taxable profits of the subsidiary companies to be gifted to the parent charity. For the third year running there has been no such gift from the Services company as the subsidiary has had a retained deficit.

For 2022-23 the Lottery contributed a £304,726 surplus to the Hospice (2022: £338,734) on a turnover of £518,613 (2022: £531,719).

Investment income and interest receivable this year was £49,650 (2021-22 £22,796).

The cost of charitable activities increased to £4,707,592 from £4,191,681 in the previous year. The Hospice is committed to being the best employer it can be and to paying at least the real living wage to its employees.



More than half the increase in expenditure reflected increased remuneration to staff in line with these commitments.

#### **Investment Performance, Policy and Management**

At 31 March 2023 the value of the investment in a fixed income bond was £853,063 (see note 13) (2021-22 £919,097). During the year income earned on the investment was paid to the Hospice.

The investment performance is reviewed by the Finance and Employment Committee.

The investment policy is to seek the best financial return within an acceptable level of risk and the investment objectives are a balance between income and capital growth. The Trustees appointed an investment manager towards the end of 2022-23 financial year and allocated initial funds for investment of £0.5m. These funds had not been transferred by 31 March 2023.

#### **Policy on Reserves**

A statement of unrestricted funds is shown in Note 19 to the accounts.

The Charities SORP defines reserves as that part of a charity's funds that is freely available to spend.

The trustees seek to maintain reserves at a level which ensure that the hospice's core activity could be maintained following fluctuations in income. In particular they recognise the highly unpredictable nature of legacy income and provide for this risk. In order to mitigate income fluctuations the trustees are committed to diversifying and developing new and existing income streams. Trustees maintain a review of the reserves policy of the charity through the finance committee and the calculation of the required level of reserves is part of the hospice's annual budgeting and planning cycle. The main risks to both income and expenditure are highlighted, a calculation of the possible financial consequences is made and an examination is undertaken of readily realisable reserves, main commitments and market valuation of any investments.

The trustees recognise the increasing and varied demands for hospice services and may allocate certain funds to address these needs. As part of the annual planning cycle, the trustees perform a review of the reserves policy through the finance committee to ensure an adequate level of reserves is maintained. In view of the increased activity of the hospice the trustees consider the target level of free reserves to be in the range £3 million to £6 million.

The Trustees have agreed that these free reserves should not normally exceed one year's running costs. The free reserves at 31 March 2023 are £4.6 million (2021-22 4.9 million) which represents nine months of normal running costs for the charity (2021-22 11-12 months).

The Charities SORP specifically allows for funds held as "tangible fixed assets for charity use" to be excluded from free reserves. The trustees therefore set aside a designated reserve of £2.3 million, equal to the net book value of tangible fixed assets (2021-22 £2.4 million).

In addition the trustees have designated a reserve of £1.1 million to be held for property refurbishment and development (2021-22: £1.1 million). This reserve relates mainly to potential plans to extend the hospice as accommodation is currently at full capacity. The Trustees have also designated £35,000 to be spent on capitalisable IT equipment in the next financial year, as part of a rolling upgrade and renewal programme. The Trustees have also designated £50,712, the balance of funds related to Education grants in previous years, as a fund for Education's use.

## PLANS FOR FUTURE PERIODS

A new five-year strategy was launched in April 2022. Priorities moving forward include:

### **Recruit and retain the best staff by being the best employer we can be**

We have created a new Executive Management Team to ensure the five-year strategy is delivered. This team will work closely with the Operational Management Team to ensure we have the time and expertise to drive forward organisational priorities. We have continued to support staff wellbeing through various initiatives including mental health support and a regular appreciation scheme. We launched a pilot project looking at improving quality throughout the hospice and a range of initiatives have been looked including improving nutrition and developing our prayer and reflection room. We were able to give a 4% pay rise and maintain our commitment to the Real Living Wage. We will continue to engage with staff on issues around mental health, staff wellbeing and focus on morale. We will ensure staff are given the training, support and tools to do their job effectively.

### **Improve efficiency by embracing and investing in digital transformation so we can help more people**

We moved to a new, more responsive, IT provider following a complicated process. The changeover and implementation of a new server resulted in minimal disruption and provides staff at the hospice with a better experience. The next stage is to move fundraising, education and retail (teams off site from the main hospice building) to the new provider and server, which will enable us to have better communication between the teams and an intranet. We have improved remote access to software to ensure staff can work flexibly. We will continue to engage with staff via the Digital Transformation Group to ensure continued quality development.

### **Raise our profile and challenge the perception of hospices so our community know we are here for them**

We launched our new website with a 'what we do' section. We created a range of new leaflets and marketing materials to explain and promote our various services including a new Inpatient Information Pack. We refreshed our look to ensure consistency and a recognised brand. We begun a series of roadshows in the community highlighting hospice services. We began working closely with the LCO (Local Care Organisation) to create a more joined up approach to palliative and end of life care and challenge inequalities of access. We will continually learn from feedback from patients, loved ones and our community. We will link in with the neighborhoods model currently being developed in HMR.

### **Develop our financial sustainability so we have more control over our future**

Despite an incredibly difficult year financially, due to soaring costs and reduced donations due to the cost of living crisis and inflation, we developed plans to improve performance across every area of fundraising and retail. We worked with the LCO and created four Discharge to Assess beds which were fully funded under the Better Care Fund. We appointed a dedicated charity fund manager to ensure our reserves are delivering a better return. We changed roles within the fundraising team to ensure the best return on investment. We began a process of selling some shops with a view to increasing our overall retail portfolio in more appropriate premises. We continued to develop regular and digital giving, launching a powerful film. We will continue to explore the feasibility of solar to power the hospice and any future buildings to reduce costs and provide a sustainable source of income. We will develop plans for a new build which provides a viable source of income and begin to apply for trust funding to cover the capital costs of a new build.

### **Become more environmentally friendly and play our part in reducing our carbon emissions**

We have become better at recycling and encourage staff to be more aware of energy consumption. Our kitchen staff have worked closely with our Head Gardener to grow as much produce as possible. We have created more meadows in our grounds to improve our environmental impact. We continue to explore opportunities for solar power to power the hospice and hospice vehicles. We continued to promote our charity shops and online

sales of second-hand goods. We have created a dementia friendly garden to encourage more gardening from patients and improve wellbeing.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Appointment of Trustees**

Trustees are directors of the company for the purposes of the Companies Act. The Articles of Association state that there shall be a Board of Trustees (also referred to as the Board of Directors).

The Hospice Board seeks to appoint trustees who are representative of the local community and are able to bring specific skills to the management of the charity. There is no limit placed on the number of trustees that may be appointed, although the Board attempts to avoid an over large membership and any duplication of role or interest.

Trustees may be proposed and seconded at any Board meeting; and appointed by a majority vote of existing members present at the meeting.

### **Trustee Induction**

On appointment Trustees are provided with a range of recent hospice specific documentation relating to the current service and financial arrangements, plus a selection of Charity Commission booklets covering the role and responsibilities of charity trustees. Additionally Trustees are invited in to meets with all departments and visit all our sites. They are also encouraged to attend educational and training events appropriate to their roles on the Board and committees.

### **Organisation**

The Board of Directors administers the charity and meets a minimum of four times each year. There are also committees and sub-committees of the board.

### **Delegated Decision Making**

A Scheme of Delegation approved by the Board is in place which sets out in detail the matters and powers delegated to the Chief Executive, Samantha Wells. The Chief Executive is ultimately accountable to the Board of Directors for ensuring that the Hospice meets its obligation to perform its functions within the available financial and other resources. The Hospice ensures good governance through a committee structure. The Finance and Employment Committee and Governance and Audit Committees are chaired by Trustees. There are sub-committees for Clinical Standards, Human Resources and IT, Income Generation, Risk, and Audit. The sub-committees are chaired by members of the Executive Management Team. Each committee reports to the Board on the matters considered by the committee.

### **Senior Managers & Advisors**

Details of senior managers and advisors can be found on page 4 of these accounts.

### **Remuneration of Key Management Personnel**

The pay range of key management personnel is determined by the Trustees of the charity through the remuneration committee.

### **Internal Control and Risk Management**

The directors recognise that the acceptance of risk is inevitable in meeting the operational goals of the hospice. Therefore, a Governance, and Audit Committee has been appointed to advise on the effectiveness of the internal control and management systems and to ensure all activities undertaken are subject to a continuous review for economy, effectiveness and efficiency. The committee also has oversight of financial control,

governance and risk-management across all facets of the organisation. The management of individual risks is delegated to relevant sub committees of the board.

The Governance and Audit Committee receives reports on internal audits on both financial and non-financial matters, inspection reports and clinical audits. It also receives reports from the executive team and relevant sub committees on the identification and management of strategic and operational risks. It receives presentations on major projects that have been undertaken in the hospice. It advises the board on the outcomes of all its work throughout the year.

### **Strategic Risks**

Springhill Hospice (Rochdale) holds a strategic risk register which is regularly reviewed at the appropriate committees and updated as required.

Springhill Hospice (Rochdale) recognises the risks associated with voluntary income from fundraising, particularly legacies, which is an income stream that fluctuates unpredictably. Changes to legislation, downturns in the economy and activity from other charitable organisations, whether within or outside the hospice sector may all impact on fundraising revenue.

In mitigation of the potential risks, the trustees regularly review external influences and legislative implications. We take a proactive approach in encouraging supporters to consider legacies and a strategic approach to securing trusts and grant awards for both restricted and unrestricted monies. The Springhill Hospice (Services) Company Board, Springhill Hospice (Lottery) Board and management team monitor performance of the retail outlets and lottery against budget, forecasts and trends.

In April 2022 Springhill Hospice (Rochdale) renewed the contract for community services with the then Heywood, Middleton & Rochdale Clinical Commissioning Group (now Greater Manchester Integrated Care Board) until 31st March 2025 and secured an uplift in the grant. We continue to appreciate the support of local commissioners.

## Trustees' Responsibility Statement

The Trustees (who are also directors of Springhill Hospice (Rochdale) for the purposes of company law) are responsible for preparing the Trustees' Annual Report (including the 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 charitable company and the group and of income and application of resources, including the income and expenditure, of the charitable group 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 judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the 'going concern' basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and the group and enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In so far as the Trustees are aware:

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

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

The Trustee's Report, including the Strategic Report, was approved by the Board and signed on its behalf by:

**Mrs Lesley Mort**  
Chair

**Date: 20 September 2023**



## Audit Opinion

### Opinion

We have audited the financial statements of Springhill Hospice (Rochdale) ('the charitable company') and its subsidiaries ('the group') for the year ended 31 March 2023 which comprise the Consolidated Statement of Financial Activities, Balance Sheet, Consolidated Cash Flow Statement 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 the 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'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 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 trustee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

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

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

### Other information

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

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material

misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

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

- the information given in the trustees' report, which includes the directors' report and the strategic 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 have been prepared in accordance with applicable legal requirements.

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

In light of the knowledge and understanding of the charitable company and their 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:

- the parent company has not kept adequate accounting records; or
- the parent 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 set out on page 23, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

### **Auditor's responsibilities for the audit of the financial statements**

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

Details of the extent to which the audit was considered capable of detecting irregularities, including fraud and non-compliance with laws and regulations are set out below.

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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**Extent to which the audit was considered capable of detecting irregularities, including fraud**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the charitable company and group operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were:

- Charities Act 2011
- Companies Act 2006
- Gambling Act 2005
- Medical Act 1983

We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be necessary to the charitable company's/group's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charitable company/group for fraud. The laws and regulations we considered in this context for the UK operations were:

- Charity Commission regulations
- CQC Regulations for service providers and managers
- General Data Protection Regulation (GDPR)
- Employment legislation

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of grant and legacy income. Our audit procedures to respond to these risks included enquiries of management and the Finance & Employment Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, reviewing regulatory correspondence with the Charity Commission and CQC, sample testing from legacy and grant agreements to the financial statements and bank statements and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, 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 non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

### **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.

Vicky Szulist  
Senior Statutory Auditor  
For and on behalf of  
Crowe U.K. LLP  
Statutory Auditor  
Manchester

20 September 2023

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

	Note	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
<b>INCOME FROM:</b>					
<b>Voluntary income</b>					
Donations and legacies	3	1,112,498	53,065	1,165,563	1,653,798
Charitable activities	4	2,397,002	301,923	2,698,925	2,232,622
Other trading activities	5	1,471,687		1,471,687	1,312,739
Investments	6	49,650	-	49,650	22,796
<b>TOTAL INCOME</b>		<b>5,030,838</b>	<b>354,988</b>	<b>5,385,825</b>	<b>5,221,955</b>
<b>EXPENDITURE ON:</b>					
Raising funds	7	1,191,466	-	1,191,466	1,020,795
Charitable activities	8	4,367,182	340,410	4,707,592	4,191,681
<b>TOTAL EXPENDITURE</b>		<b>5,558,648</b>	<b>340,410</b>	<b>5,899,058</b>	<b>5,212,476</b>
<b>Net Income before investment gains/(losses)</b>		<b>(527,810)</b>	<b>14,577</b>	<b>(513,233)</b>	<b>9,479</b>
Net Gains/(Losses) on Investments	13	(66,034)		(66,034)	(42,750)
Net income/(expenditure) before tax	10	(593,844)	14,577	(579,266)	(33,271)
<b>Net Income/(expenditure) for the year</b>		<b>(593,844)</b>	<b>14,577</b>	<b>(579,266)</b>	<b>(33,271)</b>
Transfer Between Funds	19	24,436	(24,436)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(569,408)</b>	<b>(9,859)</b>	<b>(579,266)</b>	<b>(33,271)</b>
<b>FUND BALANCES BROUGHT FORWARD AT 1st April</b>		<b>8,528,024</b>	<b>120,245</b>	<b>8,648,269</b>	<b>8,681,540</b>
<b>FUND BALANCES CARRIED FORWARD AT 31st March</b>	19	<b>7,958,616</b>	<b>110,386</b>	<b>8,069,003</b>	<b>8,648,269</b>

There were no other recognised gains or losses other than those listed above and the net income for the year. All income and expenditure derives from continuing activities.

The surplus (deficit) of the parent charity for the year for Companies Act purposes is (£478,756) (2022: deficit £103,010).

As permitted by Section 408 of the Companies Act 2006, no separate Statement of Financial Activities is presented in respect of the parent charity.

See note 19 for the comparative consolidated statement of financial activities analysed by funds.



## Balance Sheet

for the year ended 31 March 2023

		Group		Charity	
	Note	2023 £	2022 £	2023 £	2022 £
<b>FIXED ASSETS</b>					
Tangible assets for use by the charity	12	2,263,574	2,431,811	1,998,100	2,147,566
Long Leasehold of Land		28,000	28,000	28,000	28,000
Investments	13	853,063	919,097	853,163	919,197
		<u>3,144,637</u>	<u>3,378,908</u>	<u>2,879,263</u>	<u>3,094,763</u>
<b>CURRENT ASSETS</b>					
Stocks	14	5,868	5,850	-	-
Debtors	15	1,540,554	1,168,982	2,364,643	2,351,659
Cash at bank and in hand	16	4,349,943	5,388,536	3,705,347	4,960,082
		<u>5,896,364</u>	<u>6,563,368</u>	<u>6,069,990</u>	<u>7,311,741</u>
<b>CREDITORS: amounts falling due within one year</b>	17	(971,998)	(1,294,007)	(842,559)	(1,755,019)
<b>NET CURRENT ASSETS</b>		<u>4,924,366</u>	<u>5,269,361</u>	<u>5,227,432</u>	<u>5,556,722</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		8,069,003	8,648,269	8,106,695	8,651,485
<b>NET ASSETS</b>		<u>8,069,003</u>	<u>8,648,269</u>	<u>8,106,695</u>	<u>8,651,485</u>
<b>FUNDS</b>					
Unrestricted Funds		7,958,616	8,528,024	7,996,309	8,531,240
Restricted funds		110,386	120,245	110,386	120,245
<b>TOTAL FUNDS</b>	19	<u>8,069,003</u>	<u>8,648,269</u>	<u>8,106,695</u>	<u>8,651,485</u>

The financial statements were approved and authorised for issue by the Board on 20 September 2023

Signed on behalf of the Board of Trustees

Chair of the Finance and Employment Committee

The notes on pages 31 to 52 form part of these financial statements.  
Company registration number 02325905

## Cash Flow Statement

for the year ended 31 March 2023

	<b>Group 2023 £</b>	<b>Group 2022 £</b>
<b>Net cash flow from operating activities</b>	(1,048,587)	493,488
<b>Cash flows from investing activities:</b>		
Interest received	29,015	18,345
Investment income received	20,635	4,451
Proceeds of sale of fixed assets	0	3,031
Purchase of property, plant and equipment	(39,657)	(74,532)
<b>Net cash flows from investing activities</b>	<u>9,993</u>	<u>(48,705)</u>
<b>Net increase in cash and cash equivalents</b>	<u>(1,038,594)</u>	<u>444,783</u>
<b>Cash and cash equivalent at beginning of year</b>	5,388,536	4,943,753
<b>Cash and cash equivalents at the end of the year</b>	4,349,943	5,388,536
 <b>Reconciliation of net income and net cashflow from operating activities</b>	 <b>Group 2023 £</b>	 <b>Group 2022 £</b>
Net income before investment (losses)/gains	(513,233)	9,479
Adjustments for:		
Investment income	(20,635)	(4,451)
Interest Receivable	(29,015)	(18,345)
Depreciation	<u>207,894</u>	<u>214,815</u>
	(354,989)	201,498
(Increase)/decrease in stock	(18)	(2,727)
(Increase)/decrease in debtors	(371,572)	(614,343)
Increase/(decrease) in creditors	<u>(322,009)</u>	<u>909,059</u>
	<u>(1,048,587)</u>	<u>493,487</u>

## Notes to the Financial Statements

### 1. ACCOUNTING POLICIES

#### **Company and charitable status**

Springhill Hospice (Rochdale), a public benefit entity, is incorporated and registered in England and Wales as a company limited by guarantee not having a share capital. There are currently nine Trustees who are also the members of the company. Each member has undertaken to contribute to the assets in the event of winding up a sum not exceeding £1. The charity is a registered charity. The registered office is given on page 5. The financial statements are given in pounds sterling (£).

#### **Basis of accounting**

The financial statements have been prepared under the historical cost convention, with the exception of investments which have been included at market value, and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The principal accounting policies are set out below.

#### **Preparation of financial statements - going concern basis**

The charity and group's activities, together with the factors likely to affect its future development, performance and position are set out in the Trustees Report which also describes the financial position of the group including its cash, investments and reserves policies. The group forecasts and projections, taking account of reasonably possible changes in donations, legacies, fundraising activities and other income, show that the group should be able to operate with the current level of reserves it has. After making enquiries, the Trustees have a reasonable expectation that the charity and the group have adequate resources to continue in operational existence for the foreseeable future. Thus they continue to adopt the going concern basis of accounting in preparing the annual report and financial statements.

#### **Basis of consolidation**

Group financial statements have been prepared in respect of the charity and its wholly owned subsidiary undertaking Springhill Hospice (Services) Company Limited, incorporating Springhill Hospice (Lottery) Limited. These financial statements have been consolidated on a line by line basis and the results of the subsidiary undertaking are disclosed in note 13.

#### **Cash flow statement**

In accordance with FRS 102 the group is exempt from the requirement to present its parent charity cash flow statement.

#### **Income**

Income is recognised when the group and 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 reliably.

#### *Donations and fundraising activities*

Donations and all other receipts from fundraising are reported gross and the related fundraising costs are reported in the costs of raising funds. Cash collections to which the charity is entitled but which it has not

received by the year end are included in income in the statement of financial activities and shown as debtors in the balance sheet.

#### *Legacies*

Legacies are accounted for when conditions for receipt have been met. Material legacies receivable at the year-end are included at their probate value.

#### *Grants receivable*

Income from grants is included in income when receivable, except as follows:

- When donors specify that grants given to the charity must be used in future accounting periods, the income is deferred until those periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in income until pre-conditions for use have been met.
- When donors specify that grants, including capital grants, are for particular restricted purposes which do not amount to pre-conditions regarding entitlement, this income is included in income of restricted funds when receivable.

Where grants are received from government or local government as assistance towards certain purposes, this income is included in income when receivable.

#### *Trading activities*

Income from trading activities includes fundraising revenue as well as sales recognised in the group's trading subsidiary. The trading subsidiary's turnover represents the net amount receivable from all activities, excluding value added tax. Turnover from the sale of goods is recognised upon exchange of goods for payment. Income from lottery ticket sales comprises income in relation to draws held in the period and is recognised upon completion of the draw. Receipts in advance of future draws are included in deferred income until the date of the draw.

#### *Investment income*

Investment income is accounted for when receivable.

#### *Donated goods and services*

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the SORP 2019, general volunteer time is not recognised - refer to the Trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity 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.

## 1. ACCOUNTING POLICIES (continued)

### **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.

The charity's operating costs include staff costs, premises costs, governance costs and other related costs. Such support costs are allocated between cost of raising funds and charitable expenditure. Staff costs are allocated according to the costs of staff working directly in the relevant activity and property costs are allocated according to the space used by each activity. Where costs are not directly attributable to any activity, they have been apportioned using an appropriate basis. Governance costs represent expenditure incurred in the management of the charity's assets, organisational administration, and compliance with constitutional and statutory requirements.

### *Charitable expenditure*

Costs of activities in furtherance of the charity's objects include all expenditure directly related to the objects of the charity.

### *Cost of raising funds*

Cost of raising funds includes the following:

- *Fundraising and publicity*  
This represents expenditure in relation to staff members who are directly engaged in fundraising, and related costs of the fundraising activity.
- *Lottery and raffle prizes and organisation costs*  
This represents expenditure by the lottery company in relation to costs directly involved in organising the lottery and raffle, including the purchase of prizes and prize money.
- *Other costs associated with trading activities*  
This represents other costs incurred by the trading company for fundraising activities.

### **Fund accounting**

The charity maintains various types of funds as follows.

### *Restricted funds*

Restricted funds are funds subject to specific restrictions imposed by the funding authorities and donors. These funds are not available for the Trustees to apply at their discretion. The purpose and use of the restricted funds is set out in the notes to the financial statements.

### *Unrestricted funds*

- *General unrestricted funds*  
General unrestricted funds represent funds which are expendable at the discretion of the Trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.
- *Designated funds*  
Designated funds are amounts which have been put aside at the discretion of the Trustees.

## 1. ACCOUNTING POLICIES (continued)

### Taxation

The parent company is a registered charity and has no liability to corporation tax on its charitable activities under the Corporation Tax Act 2010 (chapters 2 and 3 of part ii, section 466 onwards) or Section 256 of the Taxation for Chargeable Gains Act 1992, to the extent surpluses are applied to its charitable purposes.

Current tax for the subsidiary company, comprising UK corporation tax, is provided at amounts expected to be paid (or recovered) using the tax rates and laws that have been enacted or substantively enacted by the balance sheet date.

### Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost, net of depreciation and any provision for impairment. Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost or valuation, less estimated residual value, of each asset on a straight line basis over its expected useful life, as follows:

Freehold buildings	50 years
Freehold buildings improvements	10 – 20 years
Shop buildings & improvements	25 years
Leasehold improvements	5 years
Fixtures, furniture and equipment	5 years

### Investments

Investments are included in the financial statements at market value. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

Current investments represent monies invested in short-term liquid money market instruments.

The best evidence of fair value is a quoted price for an identical asset in an active market. When quoted prices are unavailable, the price of a recent transaction for an identical asset provides evidence of fair value as long as there has not been a significant change in economic circumstances or a significant lapse of time since the transaction took place. If the market is not active and recent transactions of an identical asset on their own are not a good estimate of fair value, the fair value is estimated by using a valuation technique.

In the parent charity balance sheet, investments in subsidiary undertakings are measured at cost less impairment.



## 1. ACCOUNTING POLICIES (continued)

### Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to sell, which is equivalent to the net realisable value. Cost is calculated using the FIFO (first-in, first-out) method. Provision is made for obsolete, slow-moving or defective items where appropriate. Items donated for resale are not included in the financial statements until they are sold.

### Operating leases

Rentals under operating leases are charged on a straight-line basis over the lease term, even if the payments are not made on such a basis. Benefits received and receivable as an incentive to sign an operating lease are similarly spread on a straight-line basis over the lease term.

### Employee benefits

For defined contribution pension schemes and employees in the NHS pension scheme the amount charged to the Statement of Financial Activities in respect of pension costs and other retirement benefits is the contributions payable in the year. Differences between contributions payable in the year and contributions actually paid are shown as either accruals or prepayments in the balance sheet.

### Financial instruments

Financial assets and financial liabilities are recognised when the group becomes a party to the contractual provisions of the instrument. All financial assets and liabilities are initially measured at transaction price (including transaction costs).

The charity and group only have financial assets and financial liabilities of a kind that qualify as basic financial instruments. With the exception of fixed asset investments, basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

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.

Cash and cash equivalents 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.

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. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCE OF ESTIMATION UNCERTAINTY

In the application of the group's accounting policies, which are described in note 1, the Trustees are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

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

The Trustees do not consider there are any critical judgements or sources of estimation uncertainty requiring disclosure beyond the accounting policies listed above.

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31st March 2023**

**3. ANALYSIS OF INCOME FROM DONATIONS AND LEGACIES**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Donations	429,481	537,934
Legacies	656,863	567,148
Grants	79,218	548,717
	<u>1,165,563</u>	<u>1,653,799</u>

**4. ANALYSIS OF INCOME FROM CHARITABLE ACTIVITIES**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
NHS Contracts	2,660,242	2,216,273
Ancillary charitable activity income	38,683	16,349
	<u>2,698,925</u>	<u>2,232,622</u>

**5. ANALYSIS OF INCOME FROM OTHER TRADING ACTIVITIES**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Fundraising activities	353,022	250,841
Retail income	599,791	530,179
Lottery and raffle income from trading subsidiary	518,875	531,719
	<u>1,471,687</u>	<u>1,312,739</u>

**6. INVESTMENT INCOME**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Interest - Fixed Income Securities	20,635	4,451
Interest - Deposits	29,015	18,345
	<u>49,650</u>	<u>22,796</u>

**7. ANALYSIS OF EXPENDITURE ON RAISING FUNDS**

	<b>2023</b>	<b>2022</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Employee costs	252,431	200,835
Office and sundry costs	27,898	51,422
Direct costs	44,287	50,750
Share of support costs	5,376	4,468
Lottery and raffle prizes and organisation costs	217,990	196,191
Other costs associated with trading activity	643,484	517,129
	<u>1,191,466</u>	<u>1,020,795</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31st March 2023**

**8. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES**

	<b>Activities undertaken directly</b>	<b>Support costs</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>Total £</b>
<b>2023</b>			
Provision of Hospice services:			
In-patient care	2,479,761	1,055,516	3,535,277
Community service	1,121,869	23,809	1,145,678
Education	26,637	-	26,637
	<u>3,628,267</u>	<u>1,079,325</u>	<u>4,707,592</u>
	<b>Activities undertaken directly</b>	<b>Support costs</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>Total £</b>
<b>2022</b>			
Provision of Hospice services:			
In-patient care	2,094,517	1,007,070	3,101,587
Community service	1,056,447	19,787	1,076,234
Education	13,859	-	13,859
	<u>3,164,823</u>	<u>1,026,857</u>	<u>4,191,680</u>

**NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31st March 2023**

**9. ANALYSIS OF SUPPORT COSTS**

	<b>Patient care £</b>	<b>Charitable Activities Total £</b>	<b>Raising funds Total £</b>	<b>2023 Total £</b>
<b>2023</b>				
Governance	58,371	58,371	18,433	76,804
Information Technology	89,256	89,256	-	89,256
Administration	455,435	455,435	-	455,435
Support Premises Costs	384,744	384,744	-	384,744
Catering	159,056	159,056	-	159,056
Depreciation	184,673	184,673	-	184,673
	<u>1,331,535</u>	<u>1,331,535</u>	<u>18,433</u>	<u>1,349,968</u>

	<b>Patient care £</b>	<b>Charitable Activities Total £</b>	<b>Raising funds Total £</b>	<b>2022 Total £</b>
<b>2022</b>				
Governance	48,511	48,511	15,319	63,830
Information Technology	88,491	88,491	-	88,491
Administration	448,885	448,885	-	448,885
Support Premises Costs	374,323	374,323	-	374,323
Catering	148,354	148,354	-	148,354
Depreciation	193,334	193,334	-	193,334
	<u>1,301,898</u>	<u>1,301,898</u>	<u>15,319</u>	<u>1,317,217</u>

**Allocation of support costs**

The Hospice allocates its support costs as shown based on an annual estimation of the time applied to these areas.

This basis reflects the use of these resources.

**NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 31st March 2023**

**10. NET INCOME/EXPENDITURE FOR THE YEAR**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Net income is stated after charging/(crediting)		
Depreciation of owned asset	207,894	214,815
Rentals under operating leases		
Land and buildings	28,800	26,300
Other	-	-
Auditor's remuneration		
Fees payable to the charity's auditor for the audit of the charity's annual financial statements	14,950	10,000
Audit of the Charity's subsidiaries	14,000	8,750

**11. ANALYSIS OF STAFF COSTS, TRUSTEE REMUNERATION AND EXPENSES AND THE COST OF KEY MANAGEMENT PERSONNEL**

The average monthly number of employees was:	Group		Charity	
	2023 No.	2022 No.	2023 No.	2022 No.
Charitable activity	99	93	99	93
Raising funds	10	8	10	8
Trading activities	19	18	-	-
Support	35	36	35	36
	<u>163</u>	<u>155</u>	<u>144</u>	<u>137</u>

**Their aggregate remuneration comprised:**

	Group		Charity	
	2023 £	2022 £	2023 £	2022 £
Wages and salaries	3,761,026	3,347,742	3,418,515	3,059,721
Social security costs	339,849	287,775	317,463	269,358
Pension costs	404,390	337,928	384,816	326,863
	<u>4,505,265</u>	<u>3,973,445</u>	<u>4,120,794</u>	<u>3,655,942</u>

The number of Group employees emoluments, excluding pension contributions and employer's national insurance, but including benefits in kind, which were in excess of £60,000 was:

	2023 No.	2022 No.
£60,001 - £70,000	1	1
£70,001 - £80,000	1	1
£80,001 - £90,000	-	-
£90,001 - £100,000	2	2

**Key Management Personnel**

The hospice considers that the key management personnel for the Group and the charity comprise the trustees and the senior management team, being the chief executive officer and four directors (2022 two directors). The total remuneration (including pension contributions and employer's national insurance costs) of the key management personnel of the charity and group for the year totalled £399,183 (2022: £286,424).

**Trustees remuneration**

No Trustees received any remuneration during the current or prior year. No travel and subsistence expenses were paid during the year (2022: £Nil)

**Termination**

One employee received a termination payment of £24,160.



**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2023

**12 TANGIBLE FIXED ASSETS FOR USE BY THE CHARITY**

<b>GROUP</b>	<b>Hospice Buildings</b>	<b>Charity Shops</b>	<b>Hospice Furniture &amp; Equipment</b>	<b>Shops Fixtures &amp; Equipment</b>	<b>Motor Vehicles</b>	<b>Information Technology</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>							
At 1 April 2022	3,655,271	662,071	824,432	180,820	16,620	154,693	5,493,906
Additions	5,394	-	25,666	4,448	-	4,149	39,657
Disposal	-	-	(20,816)	-	-	-	(20,816)
At 31 March 2023	<u>3,660,665</u>	<u>662,071</u>	<u>829,282</u>	<u>185,268</u>	<u>16,620</u>	<u>158,842</u>	<u>5,512,747</u>
<b>Accumulated depreciation</b>							
At 1 April 2022	1,873,592	323,357	741,517	95,969	3,047	24,614	3,062,095
Charge for the year	116,423	19,165	34,922	10,893	2,715	23,776	207,894
Disposal	-	-	(20,816)	-	-	-	(20,816)
At 31 March 2023	<u>1,990,015</u>	<u>342,522</u>	<u>755,622</u>	<u>106,861</u>	<u>5,762</u>	<u>48,390</u>	<u>3,249,173</u>
<b>Net book value</b>							
At 31 March 2023	<u>1,670,650</u>	<u>319,549</u>	<u>73,659</u>	<u>78,406</u>	<u>10,858</u>	<u>110,451</u>	<u>2,263,574</u>
At 31 March 2022	<u>1,781,679</u>	<u>338,714</u>	<u>82,915</u>	<u>84,851</u>	<u>13,573</u>	<u>130,079</u>	<u>2,431,811</u>

  

<b>CHARITY</b>	<b>Hospice Buildings</b>	<b>Charity Shops</b>	<b>Hospice Furniture &amp; Equipment</b>	<b>Shops Fixtures &amp; Equipment</b>	<b>Motor Vehicles</b>	<b>Information Technology</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>							
At 1 April 2022	3,655,271	489,967	824,432	49,165	-	91,215	5,110,048
Additions	5,394	-	25,666	-	-	4,149	35,209
Disposals	-	-	(20,816)	-	-	-	(20,816)
At 31 March 2023	<u>3,660,665</u>	<u>489,967</u>	<u>829,282</u>	<u>49,165</u>	<u>-</u>	<u>95,363</u>	<u>5,124,441</u>
<b>Accumulated depreciation</b>							
At 1 April 2022	1,873,592	288,936	741,517	46,070	-	12,368	2,962,483
Charge for the year	116,423	12,281	34,922	2,395	-	18,653	184,674
Disposals	-	-	(20,816)	-	-	-	(20,816)
At 31 March 2023	<u>1,990,015</u>	<u>301,217</u>	<u>755,622</u>	<u>48,465</u>	<u>-</u>	<u>31,021</u>	<u>3,126,341</u>
<b>Net book value</b>							
At 31 March 2023	<u>1,670,650</u>	<u>188,750</u>	<u>73,659</u>	<u>700</u>	<u>-</u>	<u>64,342</u>	<u>1,998,100</u>
At 31 March 2022	<u>1,781,679</u>	<u>201,031</u>	<u>82,915</u>	<u>3,095</u>	<u>-</u>	<u>78,846</u>	<u>2,147,566</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31st March 2023**

**13 FIXED ASSET INVESTMENTS**

	<b>Group &amp; Charity</b>	
	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Market value at 1 April 2022	919,097	961,847
Net Investment (Loss)/ Gain	(66,034)	(42,750)
	<hr/>	<hr/>
<b>Market value at 31 March 2023</b>	<b>853,063</b>	<b>919,097</b>
	<hr/>	<hr/>
Investment in Subsidiary Trading Company	100	100
<b>Charity Investment</b>	<b>100</b>	<b>100</b>
	<hr/>	<hr/>

The fixed asset investment is 778,697.340 units in the M&G Charibond Charities Fixed Interest Fund (Charibond)

The charity owns the entire issued ordinary share capital of Springhill Hospice (Services) Limited, a company incorporated and registered in England and Wales (company registration No. 02802521), whose principal activity is the management of the charity's trading activities.

The result of the charity's trading activities through its subsidiary undertaking is detailed below.

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2023

**13 FIXED ASSET INVESTMENTS (continued)**  
**RESULTS OF TRADING SUBSIDIARY**

The results for Springhill (Services) Limited, incorporating Springhill Hospice (Lottery) Limited, a wholly owned subsidiary of Springhill Hospice (Rochdale) for the year ended 31st March 2023 are given below

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Turnover</b>	1,116,102	1,061,895
<b>Cost of sales</b>	<u>117,589</u>	<u>(93,480)</u>
<b>Gross profit</b>	998,513	968,415
Administrative expenses	<u>730,827</u>	<u>610,131</u>
	267,686	358,284
Other operating income	<u>125</u>	<u>22,155</u>
<b>Operating profit</b>	267,811	380,439
Interest receivable	<u>2,439</u>	<u>49</u>
<b>Profit before taxation</b>	270,249	380,488
Tax on profit	<u>-</u>	<u>-</u>
<b>Profit for the financial year attributable to the equity shareholders of the company</b>	<u><u>270,249</u></u>	<u><u>380,488</u></u>

**Statement of changes in equity**

	<b>Profit and loss account</b>
	<b>£</b>
<b>Balance at 1 April 2021</b>	(44,969)
Profit after tax for the year	380,488
Gift aid distribution	<u>(338,733)</u>
<b>Balance at 31 March 2022</b>	<u><u>(3,214)</u></u>
Profit after tax for the year	270,249
Gift aid distribution	<u>(304,725)</u>
<b>Balance at 31 March 2023</b>	<u><u>(37,690)</u></u>

**BALANCE SHEET**

The aggregate of the assets and liabilities was:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Fixed assets	265,474	284,247
Current assets	677,523	1,053,462
Creditors: amounts falling due within one year	<u>(980,591)</u>	<u>(1,340,822)</u>
<b>Total net assets/ (liabilities)</b>	<u><u>(37,594)</u></u>	<u><u>(3,113)</u></u>

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2023

**14. STOCKS**

	<b>Group</b>		<b>Charity</b>	
	<b>2023</b>	<b>2022</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Finished goods and goods for resale	<u>5,868</u>	<u>5,850</u>	<u>-</u>	<u>-</u>

**15. DEBTORS**

	<b>Group</b>		<b>Charity</b>	
	<b>2023</b>	<b>2022</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade debtors	457,399	53,116	455,687	49,084
VAT Recoverable	230,193	159,355	228,261	150,395
Prepayments and accrued income	65,705	87,982	56,094	49,025
Other debtors	787,255	868,529	773,450	868,529
Amounts due from subsidiary company	-	-	851,151	1,234,626
	<u>1,540,554</u>	<u>1,168,982</u>	<u>2,364,643</u>	<u>2,351,659</u>

**16. CASH AND CASH EQUIVALENTS**

	<b>Group</b>		<b>Charity</b>	
	<b>2023</b>	<b>2022</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Term deposits over 1 year	-	-	-	-
Interest bearing accounts	3,969,275	5,388,536	3,704,712	4,960,082
Current accounts and cash	<u>380,667</u>	<u>-</u>	<u>635</u>	<u>-</u>
	<u>4,349,943</u>	<u>5,388,536</u>	<u>3,705,347</u>	<u>4,960,082</u>

**17. CREDITORS (Amounts falling due within one year)**

	<b>Group</b>		<b>Charity</b>	
	<b>2023</b>	<b>2022</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Trade Creditors	420,314	81,020	390,100	47,354
Accruals and deferred income	112,610	65,480	90,462	51,618
NHS Creditor	271,339	658,550	271,339	658,550
Taxation and social security	62,702	74,005	62,702	74,005
Current account overdraft	-	331,558	-	896,791
Other creditors	<u>105,034</u>	<u>83,394</u>	<u>27,956</u>	<u>26,701</u>
	<u>971,998</u>	<u>1,294,007</u>	<u>842,558</u>	<u>1,755,019</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2023

**18. COMPARATIVE CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**

	Note	Unrestricted funds £	Restricted funds £	Total funds 2022 £
<b>INCOME FROM:</b>				
<b>Voluntary income</b>				
Donations and legacies	3	1,126,987	526,811	1,653,798
Charitable activities	4	2,091,697	140,925	2,232,622
Other trading activities	5	1,312,739	-	1,312,739
Investments	6	22,796	-	22,796
Gain on disposal of fixed assts		-	-	-
<b>TOTAL INCOME</b>		<u>4,554,219</u>	<u>667,736</u>	<u>5,221,955</u>
<b>EXPENDITURE ON:</b>				
Raising funds	7	1,020,795	-	1,020,795
Charitable activities	8	3,572,372	619,309	4,191,681
<b>TOTAL EXPENDITURE</b>		<u>4,593,167</u>	<u>619,309</u>	<u>5,212,476</u>
<b>Net Income before investment gains/(losses)</b>		(38,948)	48,427	9,479
Net Gains/(Losses) on Investments	13	<u>(42,750)</u>	-	<u>(42,750)</u>
Net income/(expenditure) before tax	10	(81,698)	48,427	(33,271)
Taxation		<u>-</u>	<u>-</u>	<u>-</u>
<b>Net Income/(expenditure) for the year</b>		(81,698)	48,427	(33,271)
Transfer Between Funds	19	77,349	(77,349)	-
<b>NET MOVEMENT IN FUNDS</b>		<u>(4,349)</u>	<u>(28,922)</u>	<u>(33,271)</u>
<b>FUND BALANCES BROUGHT FORWARD AT 1st April</b>		8,532,373	149,167	8,681,540
<b>FUND BALANCES CARRIED FORWARD AT 31st March</b>	19	<u>8,528,024</u>	<u>120,245</u>	<u>8,648,269</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2023

**19 STATEMENT OF RESERVES**

<b>2023 Group</b>	<b>At 1 April 2022</b>	<b>Income</b>	<b>Expenditure (incl tax)</b>	<b>Gains/ (losses)</b>	<b>Transfers</b>	<b>At 31 March 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds:</b>						
General fund	4,925,113	5,030,838	(5,532,011)	(66,034)	192,671	4,550,577
Designated funds						
Fixed assets	2,431,809	-	-	-	(168,235)	2,263,574
Information Technology	35,000	-	-	-	-	35,000
Hospice Education	77,349	-	(26,637)	-	-	50,712
Property development	1,058,753	-	-	-	-	1,058,753
Unrestricted funds	8,528,024	5,030,838	(5,558,648)	(66,034)	24,436	7,958,616
<b>Restricted Fund</b>						
As detailed below	120,245	234,942	(220,365)	-	(24,436)	110,386
	<u>8,648,269</u>	<u>5,265,780</u>	<u>(5,779,013)</u>	<u>(66,034)</u>	<u>-</u>	<u>8,069,003</u>
<b>2023 CHARITY</b>	<b>At 1 April 2022</b>	<b>Income</b>	<b>Expenditure</b>	<b>Gains/ (losses)</b>	<b>Transfers</b>	<b>At 31 March 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds:</b>						
General fund	5,212,562	4,216,897	(4,683,594)	(66,034)	173,910	4,853,742
Designated funds						
Fixed assets	2,147,574	-	-	-	(149,474)	1,998,100
Subsidiary	2	-	-	-	-	2
Information Technology	35,000	-	-	-	-	35,000
Hospice Education	77,349	-	(26,637)	-	-	50,712
Property development	1,058,753	-	-	-	-	1,058,753
Unrestricted funds	8,531,240	4,216,897	(4,710,231)	(66,034)	24,436	7,996,309
<b>Restricted Funds</b>						
Hospice Education	(2)	-	-	-	2	-
NHS Commissioner	458	171,977	(172,433)	-	(2)	-
Charities Trust - Dementia Proj	100,000	-	(45,188)	-	-	54,812
Springhill Crafts	18,401	1,547	(1,343)	-	(19,966)	(1,361)
HSBC Refurbishment	-	44,467	-	-	-	44,467
NHS Specialist Clinical Networl	-	9,900	-	-	-	9,900
Other Income & Grants	1,388	7,051	(1,401)	-	(4,470)	2,568
	<u>8,651,485</u>	<u>4,451,839</u>	<u>(4,930,596)</u>	<u>(66,034)</u>	<u>-</u>	<u>8,106,695</u>

Unrestricted funds are separated into designated funds, which are set aside in support of specific future requirements or circumstances, and the general fund, which is the value of reserves freely available for future use.

Separate designated funds are maintained for:

- Fixed assets: these will fund future depreciation charges. Funds are transferred each year to/from the general fund to match the value of those charges.
- Property refurbishment & development: these are being set aside to support planned major investment in our property assets. Funds are transferred each year to/from the General fund in accordance with the latest assessment of future plans.
- Investment in information technology hardware,

Restricted funds relate to donations or grants given with restrictions made by the donor. Once the capital purchases have been made the restriction is released and transferred to the fixed asset designated fund.



**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31st March 2023**

**19. STATEMENT OF RESERVES (continued)**

<b>2022 Group</b>	<b>At 1 April 2021 £</b>	<b>Income £</b>	<b>Expenditure (incl tax) £</b>	<b>Gains/ (losses) £</b>	<b>Transfers £</b>	<b>At 31 March 2022 £</b>
<b>Unrestricted funds:</b>						
General fund	4,813,495	4,554,219	(4,593,167)	(42,750)	193,316	4,925,113
Designated funds						
Fixed assets	2,575,125	-	-	-	(143,316)	2,431,809
Information Technology	85,000	-	-	-	(50,000)	35,000
Hospice Education					77,349	77,349
Property development	1,058,753	-	-	-	-	1,058,753
Unrestricted funds	8,532,373	4,554,219	(4,593,167)	(42,750)	77,349	8,528,024
<b>Restricted Fund</b>						
As detailed below	149,167	639,447	(591,020)	-	(77,349)	120,245
	<u>8,681,540</u>	<u>5,193,666</u>	<u>(5,184,187)</u>	<u>(42,750)</u>	<u>-</u>	<u>8,648,269</u>
<b>2022 CHARITY</b>	<b>At 1 April 2021 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Gains/ (losses) £</b>	<b>Transfers £</b>	<b>At 31 March 2022 £</b>
<b>Unrestricted funds:</b>						
General fund	5,147,601	3,838,609	(3,919,311)	(42,750)	188,412	5,212,562
Designated funds						
Fixed assets	2,285,986	-	-	-	(138,412)	2,147,574
Subsidiary	2	-	-	-	-	2
Information Technology	85,000	-	-	-	(50,000)	35,000
Hospice Education					77,349	77,349
Property development	1,058,753	-	-	-	-	1,058,753
Unrestricted funds	8,577,342	3,838,609	(3,919,311)	(42,750)	77,349	8,531,240
<b>Restricted Funds</b>						
Hospice Education	91,206	-	(13,859)	-	(77,349)	(2)
HMR CCG	825	140,925	(141,292)	-	-	458
Charities trust- dementia proj	-	100,000				100,000
Hospice UK	-	377,023	(377,023)	-	-	-
Springhill Crafts	18,151	250	-	-	-	18,401
Other Income & Grants	38,985	21,250	(58,847)			1,388
	<u>8,726,509</u>	<u>4,478,057</u>	<u>(4,510,332)</u>	<u>(42,750)</u>	<u>-</u>	<u>8,651,485</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2023

**20. ANALYSIS OF ASSETS AND LIABILITIES BETWEEN FUNDS**

	Unrestricted funds	Restricted funds	Total
	£	£	£
<b>2023 GROUP</b>			
Tangible fixed assets	2,263,574	-	2,263,574
Long leasehold of land	28,000	-	28,000
Investments	853,063	-	853,063
Current assets	5,786,058	110,306	5,896,364
Current liabilities	(971,998)	-	(971,998)
<b>At 31 March 2023</b>	<u>7,958,697</u>	<u>110,306</u>	<u>8,069,003</u>
<b>2023 CHARITY</b>			
Tangible fixed assets	1,998,100	-	1,998,100
Long leasehold of land	28,000	-	28,000
Investments	853,163	-	853,163
Current assets	5,959,684	110,306	6,069,990
Current liabilities	(842,559)	-	(842,559)
<b>At 31 March 2023</b>	<u>7,996,389</u>	<u>110,306</u>	<u>8,106,695</u>
<b>2022 GROUP</b>	£	£	£
Tangible fixed assets	2,431,811	-	2,431,811
Long leasehold of land	28,000	-	28,000
Investments	919,097	-	919,097
Current assets	6,443,123	120,245	6,563,368
Current liabilities	(1,294,007)	-	(1,294,007)
<b>At 31 March 2022</b>	<u>8,528,024</u>	<u>120,245</u>	<u>8,648,269</u>
<b>2022 CHARITY</b>			
Tangible fixed assets	2,147,566	-	2,147,566
Long leasehold of land	28,000	-	28,000
Investments	919,197	-	919,197
Current assets	7,191,495	120,245	7,311,740
Current liabilities	(1,755,019)	-	(1,755,019)
<b>At 31 March 2022</b>	<u>8,531,239</u>	<u>120,245</u>	<u>8,651,484</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31st March 2023**

**21. EMPLOYEE RETIREMENT BENEFITS**

**Group and charity**

The charity has three pensions schemes for staff and these are described below.

Pension Scheme	Contributions	Recognised
	Paid	in SoFA
	2023	2023
	£	£
NHS Pension	158,750	158,750
Aegon	231,899	231,899
NOW	13,741	13,741
	<u>404,390</u>	<u>404,390</u>

**National Health Superannuation Scheme**

The Hospice is an admitted body for the purposes of the National Health Service Superannuation Scheme and members of staff who are former NHS employees are able to continue membership of the Scheme during their employment at Springhill.

The assets of the scheme are held separately by the National Health Service Superannuation Scheme.

Contributions to the scheme are charged to the Statement of Financial Activities so as to spread the cost of pensions over employees working lives with the group. This pension scheme does not have a real pension fund, but as a statutory scheme, benefits are fully guaranteed by the Government. Contributions from both members and employers are paid to the Exchequer, which meet the cost of increasing benefits each year by the rate of inflation. This extra cost is not met by contributions from scheme members or employers.

As a result of the nature of the pension scheme, there are no separately identifiable assets and liabilities which can be identified as relating to Springhill Hospice (Rochdale) therefore, the scheme has been accounted for as a defined contribution scheme.

The pension cost charge for the year amounted to £158,750 (2022: £141,045). An amount of £11,478 (2022: £19,398) is included in creditors, being the outstanding contributions to the scheme at the balance sheet date.

**Corporate Pension Scheme**

The corporate pension scheme is operated by Aegon. Employee contributions are collected by Springhill Hospice and with the 14% employers contribution passed to Aegon.

All the assets of the scheme are held by Aegon. As a result there are no separately identifiable assets or liabilities which can be identified as relating to Springhill Hospice. Therefore the scheme has been accounted for as a defined contribution scheme.

The pension cost charge for the year amounted to £231,899 (2021: £180,722). An amount of £25,943 (2022: £23,790) is included in creditors, being the outstanding contributions to the scheme at the balance sheet date.

## 21. EMPLOYEE RETIREMENT BENEFITS (continued)

### NOW autoenrolment Scheme

Eligible employees are automatically enrolled in to the NOW pension scheme.

Employee contributions are collected by Springhill and passed to NOW.

All the assets of the scheme are held by NOW. As a result there are no separately identifiable assets or liabilities which can be identified as relating to Springhill Hospice. Therefore the scheme has been accounted for as a defined contribution scheme.

The pension cost charge for the year amounted to £13,741 (2022: £16,162). An amount of £2,790 (2022: £3,228) is included in creditors, being the outstanding contributions to the scheme at the balance sheet date.

**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 31st March 2023

**22. FINANCIAL COMMITMENTS**

**Operating lease commitments**

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

GROUP	2023		2022	
	Land and buildings	Other	Land and buildings	Other
	£	£	£	£
Leases which expire:				
within one year	14,400	-	14,400	-
between one and five years	-	-	-	-
after five years	-	-	-	-
	<u>14,400</u>	<u>-</u>	<u>14,400</u>	<u>-</u>
CHARITY	Land and buildings	Other	Land and buildings	Other
	£	£	£	£
Leases which expire:				
within one year	-	-	-	-
within one to five years	-	-	-	-
over five years	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**NOTES TO THE FINANCIAL STATEMENTS**  
**for the year ended 31st March 2023**

**23 RELATED PARTY TRANSACTIONS**

All transactions between the charity and its subsidiary, Springhill Hospice (Services) Limited, are eliminated on consolidation.

As at 31 March 2023, Springhill Hospice (Services) Ltd owed £524,552 to group undertakings (2022: £982,550.)

As at 31 March 2023, Springhill Hospice (Lottery) Ltd owed £326,600 to group undertakings (2022: £254,050)

No trustee received payment for professional or other services supplied to the charity during the year (2022: Nil).

The total value of donations received from the Trustees during the year was £3,417 including the purchase of tickets for fundraising events. (2022: £355).

One trustee, Mr Kieren McDonnell, has declared an interest in Jackson & Jackson Ltd.

Jackson & Jackson Ltd own a property rented by Springhill Hospice (Services) Ltd.

Total rent paid in respect of this was £28,800 in 2022-23. (2022: £24,694)