

# Cancer Lifeline

Northern Ireland · Charity number 100002

## Details

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Status	Received
Registered	2013-12-13
Register	<a href="#">View on the Charity Commission for Northern Ireland register</a>

## Contact

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Address	Cancer Lifeline 44 Alliance Avenue Belfast Bt14 7pj BT14 7PJ
Phone	028 90351999
Email	<a href="mailto:info@cancerlifeline.info">info@cancerlifeline.info</a>
Website	<a href="http://www.cancerlifeline.info">www.cancerlifeline.info</a>

## Activities

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**Purposes:** The Company is established to advance health, community development and the prevention and relief of sickness by managing a health and wellbeing hub to improve the quality of life and wellbeing of the public, primarily in the North Belfast constituency, and surrounding areas in Belfast in collaboration with cross-sectoral partners and in particular, but not exclusively: (a) to provide advice, information, educational programmes and a range of health and wellbeing support services to people who are suffering from cancer and their families. (b) to enable people to work together to foster an atmosphere of mutual support, helping to create change and build a more resilient, sustainable and empowered community. (c) to provide health awareness to the public and health promotion support through educational programmes, information on services and resources available to address inequalities in health and wellbeing and the impact of poverty. (d) to work with the community to address new and emerging health needs. (e) to advance the education of the public about the effects of cancer and to raise awareness about the high levels and impact of cancer particularly in disadvantaged communities.

**What the charity does:** The advancement of health or the saving of lives, The advancement of citizenship or community development, The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage

**How the charity works:** Advice/advocacy/information, Community development, Counselling/support, Education/training, Medical/health/sickness

**Who the charity helps:** Carers, General public, Mental health, Physical disabilities, Voluntary and community sector

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£501,801	£533,278	£-15,256	12

## Trustees

Name	Role	Appointed
Bernadette Montgomery		
Briege Petticrew		
Gloria Mathews		
Gordon Harper		
Rosemary Mc Guigan		
Tommy Blake		

**Cancer Lifeline**

Northern Ireland - Charity number 100002

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# Accounts

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## Cancer Lifeline

### Company Limited by Guarantee

#### Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2025

		2025		2024	
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	5	112,616	–	112,616	68,315
Charitable activities	6	–	334,348	334,348	386,195
Other trading activities	7	49,325	–	49,325	70,091
Other income	8	5,512	–	5,512	5,803
<b>Total income</b>		<u>167,453</u>	<u>334,348</u>	<u>501,801</u>	<u>530,404</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities	9	72,144	–	72,144	114,691
Expenditure on charitable activities	10,11	118,741	342,393	461,134	458,053
<b>Total expenditure</b>		<u>190,885</u>	<u>342,393</u>	<u>533,278</u>	<u>572,744</u>
<b>Net expenditure and net movement in funds</b>		<u>(23,432)</u>	<u>(8,045)</u>	<u>(31,477)</u>	<u>(42,340)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward as previously reported		510,510	857,980	1,368,490	560,830
Prior year adjustment		–	–	–	850,000
Total funds brought forward as restated		<u>510,510</u>	<u>857,980</u>	<u>1,368,490</u>	<u>1,410,830</u>
<b>Total funds carried forward</b>		<u>487,078</u>	<u>849,935</u>	<u>1,337,013</u>	<u>1,368,490</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

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

# Cancer Lifeline

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2025

	Note	2025 £	2024 (restated) £
<b>Fixed assets</b>			
Tangible fixed assets	17	1,034,064	1,052,550
<b>Current assets</b>			
Debtors	18	5,383	5,443
Cash at bank and in hand		312,822	372,207
		<u>318,205</u>	<u>377,650</u>
<b>Creditors: amounts falling due within one year</b>	20	<u>15,256</u>	<u>61,710</u>
<b>Net current assets</b>		<u>302,949</u>	<u>315,940</u>
<b>Total assets less current liabilities</b>		<u>1,337,013</u>	<u>1,368,490</u>
<b>Net assets</b>		<u>1,337,013</u>	<u>1,368,490</u>
<b>Funds of the charity</b>			
Restricted funds		849,935	857,980
Unrestricted funds		<u>487,078</u>	<u>510,510</u>
<b>Total charity funds</b>	23	<u>1,337,013</u>	<u>1,368,490</u>

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

These financial statements were approved by the board of trustees and authorised for issue on 22 September 2025, and are signed on behalf of the board by:

  
R McGuigan  
Trustee

  
B Montgomery  
Trustee

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

## Cancer Lifeline

### Company Limited by Guarantee

#### Statement of Cash Flows

Year ended 31 March 2025

	Note	2025 £	2024 (restated) £
<b>Cash flows from operating activities</b>			
Net expenditure		(31,477)	(42,340)
<i>Adjustments for:</i>			
Depreciation of tangible fixed assets		26,948	12,031
Interest payable and similar charges		1,842	1,848
Gains on disposal of tangible fixed assets		(3,906)	–
Accrued (income)/expenses		(4,050)	8,520
<i>Changes in:</i>			
Trade and other debtors		60	(4,543)
Trade and other creditors		(19,421)	22,620
Cash generated from operations		(30,004)	(1,864)
Interest paid		(1,842)	(1,848)
Net cash used in operating activities		<u>(31,846)</u>	<u>(3,712)</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible assets		(11,556)	(850,000)
Proceeds from sale of tangible assets		3,094	–
Net cash used in investing activities		<u>(8,462)</u>	<u>(850,000)</u>
<b>Net decrease in cash and cash equivalents</b>		<b>(40,308)</b>	<b>(853,712)</b>
<b>Cash and cash equivalents at beginning of year</b>		<b>346,678</b>	<b>350,390</b>
<b>Cash and cash equivalents at end of year</b>	<b>19</b>	<b><u>306,370</u></b>	<b><u>(503,322)</u></b>

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

# **Cancer Lifeline**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements**

**Year ended 31 March 2025**

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#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in Northern Ireland and a registered charity in Northern Ireland. The address of the registered office is 44 Alliance Avenue, Belfast, BT14 7PJ.

#### **2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

There are no material uncertainties about the charity's ability to continue.

##### **Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

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#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

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#### 3. Accounting policies *(continued)*

##### Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Long leasehold property	-	2% straight line
Motor vehicles	-	25% reducing balance
Equipment	-	20% reducing balance

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

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#### 3. Accounting policies *(continued)*

##### Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

## Cancer Lifeline

### Company Limited by Guarantee

#### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

#### 3. Accounting policies *(continued)*

##### Defined contribution plans *(continued)*

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

The charity is a public benefit entity and a private company limited by guarantee, registered in Northern Ireland and a registered charity in Northern Ireland. The address of the registered office is 44 Alliance Avenue, Belfast, BT14 7PJ.

#### 5. Donations and legacies

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024 <i>(restated)</i>
	£	£	£	£
<b>Donations</b>				
Donations	108,458	108,458	63,948	63,948
Collection boxes	4,158	4,158	4,367	4,367
	<u>112,616</u>	<u>112,616</u>	<u>68,315</u>	<u>68,315</u>

#### 6. Charitable activities

	Restricted Funds	Total Funds 2025	Restricted Funds	Total Funds 2024 <i>(restated)</i>
	£	£	£	£
DFC (Neighbourhood Renewal)	83,134	83,134	77,948	77,948
The National Lottery Community Fund (People in Communities Programme)	37,421	37,421	50,254	50,254
HSC (Public Health Agency)	–	–	93,520	93,520
BHSCT (Carer's Support Services)	13,114	13,114	11,124	11,124
BHSCT (Primary Care Talking Therapies)	–	–	3,266	3,266
Belfast City Council (Revenue Grant)	20,629	20,629	49,981	49,981
CFNI (through the Department of Health Cancer Charity Support Fund)	24,512	24,512	73,565	73,565
The National Lottery Community Fund (through Dormant Accounts NI)	–	–	26,537	26,537
PHA	110,774	110,774	–	–
Halifax	9,900	9,900	–	–
Dormant Accounts	27,012	27,012	–	–
CFNI	7,852	7,852	–	–
	<u>334,348</u>	<u>334,348</u>	<u>386,195</u>	<u>386,195</u>

## Cancer Lifeline

### Company Limited by Guarantee

#### Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

#### 7. Other trading activities

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024 <i>(restated)</i>
	£	£	£	£
Shop income	<u>49,325</u>	<u>49,325</u>	<u>70,091</u>	<u>70,091</u>

#### 8. Other income

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024 <i>(restated)</i>
	£	£	£	£
Gain on disposal of tangible fixed assets held for charity's own use	3,906	3,906	–	–
Sundry income	<u>1,606</u>	<u>1,606</u>	<u>5,803</u>	<u>5,803</u>
	<u>5,512</u>	<u>5,512</u>	<u>5,803</u>	<u>5,803</u>

#### 9. Costs of other trading activities

	Unrestricted Funds	Total Funds 2025	Unrestricted Funds	Total Funds 2024 <i>(restated)</i>
	£	£	£	£
Costs of other trading activities - Shop costs	<u>72,144</u>	<u>72,144</u>	<u>114,691</u>	<u>114,691</u>

#### 10. Expenditure on charitable activities by fund type

	Unrestricted Funds	Restricted Funds	Total Funds 2025
	£	£	£
Charitable activity	118,741	255,019	373,760
Support costs	–	<u>87,374</u>	<u>87,374</u>
	<u>118,741</u>	<u>342,393</u>	<u>461,134</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2024 <i>(restated)</i>
	£	£	£
Charitable activity	36,448	354,030	390,478
Support costs	<u>15,631</u>	<u>51,944</u>	<u>67,575</u>
	<u>52,079</u>	<u>405,974</u>	<u>458,053</u>

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

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#### 11. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2025	Total fund 2024
	£	£	£	£
Charitable activity	373,760	76,404	450,164	444,713
Governance costs	–	10,970	10,970	13,340
	<u>373,760</u>	<u>87,374</u>	<u>461,134</u>	<u>458,053</u>

#### 12. Analysis of support costs

	Analysis of support costs	Total 2025	Total 2024
	£	£	£
Premises	31,475	31,475	11,059
Communications and IT	4,234	4,234	5,307
General office	38,853	38,853	36,021
Finance costs	1,842	1,842	1,848
Governance costs	10,970	10,970	13,340
	<u>87,374</u>	<u>87,374</u>	<u>67,575</u>

#### 13. Net expenditure

Net expenditure is stated after charging/(crediting):

	2025	2024 <i>(restated)</i>
	£	£
Depreciation of tangible fixed assets	26,948	12,031
Gains on disposal of tangible fixed assets	<u>(3,906)</u>	<u>–</u>

#### 14. Auditors remuneration

	2025	2024 <i>(restated)</i>
	£	£
Fees payable for the audit of the financial statements	<u>4,470</u>	<u>4,260</u>

## Cancer Lifeline

### Company Limited by Guarantee

#### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

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##### 15. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2025	2024 <i>(restated)</i>
	£	£
Wages and salaries	225,142	235,757
Social security costs	14,241	18,814
Employer contributions to pension plans	21,787	20,424
	<u>261,170</u>	<u>274,995</u>

The average head count of employees during the year was 12 (2024: 12).

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

##### Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £106,530 (2024:£106,267).

##### 16. Trustee remuneration and expenses

No Trustee received emoluments during the year (2024:Nil)

The Trustees' received in total £1,060 (2024:£2,172) in reimbursement of expenses. The reimbursement is made for cost of travelling on Charity business in relation to their duties as Trustees' and also (as with other volunteers) the reimbursement of costs incurred during support visitations.

## Cancer Lifeline

### Company Limited by Guarantee

#### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

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##### 17. Tangible fixed assets

	Long leasehold property £	Motor vehicles £	Equipment £	Total £
<b>Cost</b>				
At 1 April 2024 (as restated)	1,143,983	11,000	129,380	1,284,363
Additions	11,556	–	–	11,556
Disposals	–	(11,000)	–	(11,000)
<b>At 31 March 2025</b>	<u>1,155,539</u>	<u>–</u>	<u>129,380</u>	<u>1,284,919</u>
<b>Depreciation</b>				
At 1 April 2024	109,877	7,906	114,030	231,813
Charge for the year	23,111	–	3,837	26,948
Disposals	–	(7,906)	–	(7,906)
<b>At 31 March 2025</b>	<u>132,988</u>	<u>–</u>	<u>117,867</u>	<u>250,855</u>
<b>Carrying amount</b>				
<b>At 31 March 2025</b>	<u>1,022,551</u>	<u>–</u>	<u>11,513</u>	<u>1,034,064</u>
At 31 March 2024	<u>1,034,106</u>	<u>3,094</u>	<u>15,350</u>	<u>1,052,550</u>

##### 18. Debtors

	2025 £	2024 <i>(restated)</i> £
Trade debtors	–	900
Prepayments and accrued income	4,196	3,324
Other debtors	1,187	1,219
	<u>5,383</u>	<u>5,443</u>

##### 19. Cash and cash equivalents

Cash and cash equivalents comprise the following:

	2025 £	2024 <i>(restated)</i> £
Cash at bank and in hand	312,822	372,207
Bank overdrafts	(2,546)	(25,529)
	<u>310,276</u>	<u>346,678</u>

## Cancer Lifeline

### Company Limited by Guarantee

#### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

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#### 20. Creditors: amounts falling due within one year

	2025	2024 <i>(restated)</i>
	£	£
Bank loans and overdrafts	2,546	25,529
Trade creditors	2,060	2,778
Accruals and deferred income	10,650	33,032
Social security and other taxes	–	371
	<u>15,256</u>	<u>61,710</u>

#### 21. Deferred income

	2025	2024 <i>(restated)</i>
	£	£
At 1 April 2024	24,512	–
Amount released to income	(24,512)	–
Amount deferred in year	6,180	24,512
<b>At 31 March 2025</b>	<u>6,180</u>	<u>24,512</u>

#### 22. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £21,787 (2024: £20,424).

## Cancer Lifeline

### Company Limited by Guarantee

#### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

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#### 23. Analysis of charitable funds

##### Unrestricted funds

	At 1 Apr 2024 £	Income £	Expenditure £	Transfers £	Prior year adjustments £	At 31 Mar 2025 £
General Funds	62,142	167,453	(190,885)	–	–	38,710
General funds - property fund	161,996	–	–	–	–	161,996
Designated Fund	286,372	–	–	–	–	286,372
	<u>510,510</u>	<u>167,453</u>	<u>(190,885)</u>	<u>–</u>	<u>–</u>	<u>487,078</u>

	At 1 Apr 2023 £	Income £	Expenditure £	Transfers £	Prior year adjustments £	At 31 Mar 2024 £
General Funds	146,422	144,209	(166,770)	(61,719)	–	62,142
General funds - property fund	–	–	–	161,996	–	161,996
Designated Fund	223,864	–	–	62,508	–	286,372
	<u>370,286</u>	<u>144,209</u>	<u>(166,770)</u>	<u>162,785</u>	<u>–</u>	<u>510,510</u>

## Cancer Lifeline

### Company Limited by Guarantee

#### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

#### 23. Analysis of charitable funds *(continued)*

##### Restricted funds

	At 1 Apr 2024 £	Income £	Expenditure £	Transfers £	Prior year adjustments £	At 31 Mar 2025 £
Restricted Funds						
- operating fund	-	-	-	-	-	-
Restricted - Property Fund	-	-	-	-	-	-
DFC (Neighbourhood Renewal)	-	83,134	(83,134)	-	-	-
National Lottery Community Fund (People in Communities)	-	37,421	(32,319)	-	-	5,102
HSC (Public Health Agency)	-	9,900	(9,900)	-	-	-
BHSCT (Carer's support service)	-	-	-	-	-	-
BHSCT (Primary care talking therapies)	-	13,114	(13,114)	-	-	-
Belfast City Council (Revenue Grant)	-	20,629	(20,629)	-	-	-
CFNI (through DOH Carer's grant)	-	-	-	-	-	-
CFNI (through DOH Cancer Charity Support Fund)	7,980	24,512	(32,492)	-	-	-
National Lottery Community Fund (Dormant Accounts)	-	-	-	-	-	-
PHA	-	110,774	(110,774)	-	-	-
Dormant Accounts	-	27,012	(15,179)	-	-	11,833
CFNI	-	7,852	(7,852)	-	-	-
Belfast City Council - Property	850,000	-	(17,000)	-	-	833,000
	<u>857,980</u>	<u>334,348</u>	<u>(342,393)</u>	<u>-</u>	<u>-</u>	<u>849,935</u>

## Cancer Lifeline

### Company Limited by Guarantee

#### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

#### 23. Analysis of charitable funds *(continued)*

	At 1 Apr 2023 £	Income £	Expenditure £	Transfers £	Prior year adjustments £	At 31 Mar 2024 £
Restricted Funds						
- operating fund	5,108	-	-	(5,108)	-	-
Restricted - Property Fund	161,996	-	-	(161,996)	-	-
DFC (Neighbourhood Renewal)	8,830	77,948	(86,778)	-	-	-
National Lottery Community Fund (People in Communities)	14,610	50,254	(64,864)	-	-	-
HSC (Public Health Agency)	-	93,520	(93,520)	-	-	-
BHSCT (Carer's support service)	-	11,124	(11,124)	-	-	-
BHSCT (Primary care talking therapies)	-	3,266	(3,266)	-	-	-
Belfast City Council (Revenue Grant)	-	49,981	(49,981)	-	-	-
CFNI (through DOH Carer's grant)	-	6,898	(6,898)	-	-	-
CFNI (through DOH Cancer Charity Support Fund)	-	66,667	(58,687)	-	-	7,980
National Lottery Community Fund (Dormant Accounts)	-	26,537	(30,856)	4,319	-	-
PHA Dormant Accounts	-	-	-	-	-	-
CFNI	-	-	-	-	-	-
Belfast City Council - Property	-	-	-	-	850,000	850,000
	<u>190,544</u>	<u>386,195</u>	<u>(405,974)</u>	<u>(162,785)</u>	<u>850,000</u>	<u>857,980</u>

## Cancer Lifeline

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

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### 24. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Tangible fixed assets	201,064	833,000	1,034,064
Current assets	295,090	23,115	318,205
Creditors less than 1 year	(9,076)	(6,180)	(15,256)
<b>Net assets</b>	<u>487,078</u>	<u>849,935</u>	<u>1,337,013</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible fixed assets	1,051,064	–	1,051,064
Current assets	345,158	32,492	377,650
Creditors less than 1 year	(37,198)	(24,512)	(61,710)
<b>Net assets</b>	<u>1,359,024</u>	<u>7,980</u>	<u>1,367,004</u>

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## Cancer Lifeline

### Company Limited by Guarantee

#### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2025

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##### 25. Taxation

The Company is a registered charity, and as such is entitled to tax exemptions on income and profits in furtherance of the charity's primary objectives.

##### 26. Related parties

There were no related parties in the year.

##### 27. Prior year adjustments

In preparing the 31 March 2025 accounts, it was noted that deeds of the property of 42 Alliance Avenue were transferred to Cancer Lifeline in the 23/24 year. The property funding of £850,000 which had not been recognised in the prior financial statements. This has been included as a prior period adjustment and comparative amounts have been restated.

##### 28. Analysis of changes in net debt

	At 1 Apr 2024	Cash flows	At 31 Mar 2025
	£	£	£
Cash at bank and in hand	372,207	(59,385)	312,822
Bank overdrafts	(25,529)	22,983	(2,546)
	<u>346,678</u>	<u>(36,402)</u>	<u>310,276</u>

##### 29. Contingencies

A contingent liability exists to repay grants and Trust monies received should certain conditions not be fulfilled by the charity. In the opinion of the Trustees, the terms of the Letters of Offers have been, or will be, complied with and no liability is expected.

Cancer Lifeline were transferred title deeds of the property 42 Alliance Avenue from Belfast City Council. There is a 10 year clause included within this transfer of deeds where the Council would be entitled to funds if the property was disposed off.

##### 30. Ethical standards

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

**Cancer Lifeline**

Northern Ireland - Charity number 100002

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# Accounts

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# Cancer Lifeline

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2024

		2024		2023	
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	5	68,315	–	68,315	59,508
Charitable activities	6	–	386,195	386,195	344,015
Other trading activities	7	70,091	–	70,091	58,631
Other income	8	5,803	–	5,803	–
<b>Total income</b>		<u>144,209</u>	<u>386,195</u>	<u>530,404</u>	<u>462,154</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities	9	114,691	–	114,691	47,016
Expenditure on charitable activities	10,11	<u>52,079</u>	<u>405,974</u>	<u>458,053</u>	<u>422,465</u>
<b>Total expenditure</b>		<u>166,770</u>	<u>405,974</u>	<u>572,744</u>	<u>469,481</u>
<b>Net expenditure</b>		<u>(22,561)</u>	<u>(19,779)</u>	<u>(42,340)</u>	<u>(7,327)</u>
Transfers between funds		162,785	(162,785)	–	–
<b>Net movement in funds</b>		<u>140,224</u>	<u>(182,564)</u>	<u>(42,340)</u>	<u>(7,327)</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>370,286</u>	<u>190,544</u>	<u>560,830</u>	<u>568,157</u>
<b>Total funds carried forward</b>		<u>510,510</u>	<u>7,980</u>	<u>518,490</u>	<u>560,830</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 26 to 37 form part of these financial statements.

# Cancer Lifeline

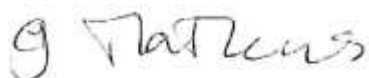
## Company Limited by Guarantee

### Statement of Financial Position

31 March 2024

	Note	2024 £	2023 £
<b>Fixed assets</b>			
Tangible fixed assets	17	202,550	214,581
<b>Current assets</b>			
Debtors	18	5,443	900
Cash at bank and in hand		372,207	363,585
		<u>377,650</u>	<u>364,485</u>
<b>Creditors: amounts falling due within one year</b>	20	<u>61,710</u>	<u>18,236</u>
<b>Net current assets</b>		<u>315,940</u>	<u>346,249</u>
<b>Total assets less current liabilities</b>		<u>518,490</u>	<u>560,830</u>
<b>Net assets</b>		<u>518,490</u>	<u>560,830</u>
<b>Funds of the charity</b>			
Restricted funds		7,980	190,544
Unrestricted funds		<u>510,510</u>	<u>370,286</u>
<b>Total charity funds</b>	23	<u>518,490</u>	<u>560,830</u>

These financial statements were approved by the board of trustees and authorised for issue on 25 November 2024, and are signed on behalf of the board by:



G Mathews  
Trustee



B Montgomery  
Trustee

The notes on pages 26 to 37 form part of these financial statements.

# Cancer Lifeline

## Company Limited by Guarantee

### Statement of Cash Flows

Year ended 31 March 2024

	Note	2024 £	2023 £
<b>Cash flows from operating activities</b>			
Net expenditure		(42,340)	(7,327)
<i>Adjustments for:</i>			
Depreciation of tangible fixed assets		12,031	14,087
Interest payable and similar charges		1,848	2,008
Accrued expenses		8,520	–
<i>Changes in:</i>			
Trade and other debtors		(4,543)	(900)
Trade and other creditors		22,620	5,041
Cash generated from operations		(1,864)	12,909
Interest paid		(1,848)	(2,008)
Net cash (used in)/from operating activities		<u>(3,712)</u>	<u>10,901</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible assets		–	(5,999)
Net cash used in investing activities		<u>–</u>	<u>(5,999)</u>
<b>Net (decrease)/increase in cash and cash equivalents</b>		(3,712)	4,902
<b>Cash and cash equivalents at beginning of year</b>		350,390	345,488
<b>Cash and cash equivalents at end of year</b>	<b>19</b>	<u>346,678</u>	<u>350,390</u>

The notes on pages 26 to 37 form part of these financial statements.

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 March 2024

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#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in Northern Ireland. The address of the registered office is 44 Alliance Avenue, Belfast, BT14 7PJ.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

##### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

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#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

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#### 3. Accounting policies *(continued)*

##### Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Long leasehold property	-	2% straight line
Motor vehicles	-	25% reducing balance
Equipment	-	20% reducing balance

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

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#### 3. Accounting policies *(continued)*

##### Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the repayment will lead to a reduction in future payments or a cash refund.

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

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#### 3. Accounting policies *(continued)*

##### Defined contribution plans *(continued)*

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### 4. Limited by guarantee

The charity is a public benefit entity and a private company limited by guarantee, registered in Northern Ireland and a registered charity in Northern Ireland. The address of the registered office is 187-189 Duncairn Gardens, Belfast, Antrim, BT15 2GF.

#### 5. Donations and legacies

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
<b>Donations</b>				
Donations	63,948	63,948	54,962	54,962
Collection boxes	4,367	4,367	4,546	4,546
	<u>68,315</u>	<u>68,315</u>	<u>59,508</u>	<u>59,508</u>

#### 6. Charitable activities

	Restricted Funds £	Total Funds 2024 £	Restricted Funds £	Total Funds 2023 £
DFC (Neighbourhood Renewal)	77,948	77,948	83,319	83,319
The National Lottery Community Fund (People in Communities Programme)	50,254	50,254	60,915	60,915
HSC (Public Health Agency)	93,520	93,520	74,099	74,099
BHSCT (Carer's Support Services)	11,124	11,124	10,488	10,488
BHSCT (Primary Care Talking Therapies)	3,266	3,266	4,556	4,556
Belfast City Council (Revenue Grant)	49,981	49,981	18,500	18,500
CFNI - The Comic Relief Empower Change Core Programme	—	—	12,320	12,320
CFNI (through the Department of Health Cancer Charity Support Fund)	73,565	73,565	66,667	66,667
The National Lottery Community Fund (through Dormant Accounts NI)	26,537	26,537	13,151	13,151
	<u>386,195</u>	<u>386,195</u>	<u>344,015</u>	<u>344,015</u>

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# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

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#### 7. Other trading activities

	Unrestricted Funds £	<b>Total Funds 2024 £</b>	Unrestricted Funds £	Total Funds 2023 £
Shop income	<u>70,091</u>	<u>70,091</u>	<u>58,631</u>	<u>58,631</u>

#### 8. Other income

	Unrestricted Funds £	<b>Total Funds 2024 £</b>	Unrestricted Funds £	Total Funds 2023 £
Sundry income	<u>5,803</u>	<u>5,803</u>	<u>–</u>	<u>–</u>

#### 9. Costs of other trading activities

	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2024 £</b>
Costs of other trading activities - Shop costs	<u>114,691</u>	<u>–</u>	<u>114,691</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Costs of other trading activities - Shop costs	<u>–</u>	<u>47,016</u>	<u>47,016</u>

#### 10. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	<b>Total Funds 2024 £</b>
Charitable activity	36,448	354,030	390,478
Support costs	<u>15,631</u>	<u>51,944</u>	<u>67,575</u>
	<u>52,079</u>	<u>405,974</u>	<u>458,053</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Charitable activity	117,029	48,608	165,637
Support costs	<u>–</u>	<u>256,828</u>	<u>256,828</u>
	<u>117,029</u>	<u>305,436</u>	<u>422,465</u>

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# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

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#### 11. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2024	Total fund 2023
	£	£	£	£
Charitable activity	390,478	54,235	444,713	418,865
Governance costs	—	13,340	13,340	3,600
	<u>390,478</u>	<u>67,575</u>	<u>458,053</u>	<u>422,465</u>

#### 12. Analysis of support costs

	Analysis of support costs	Total 2024	Total 2023
	£	£	£
Staff costs	—	—	206,334
Premises	11,059	11,059	13,921
Communications and IT	5,307	5,307	2,321
General office	36,021	36,021	28,644
Finance costs	1,848	1,848	2,008
Governance costs	13,340	13,340	3,600
	<u>67,575</u>	<u>67,575</u>	<u>256,828</u>

#### 13. Net expenditure

Net expenditure is stated after charging/(crediting):

	2024	2023
	£	£
Depreciation of tangible fixed assets	<u>12,031</u>	<u>14,087</u>

#### 14. Auditors remuneration

	2024	2023
	£	£
Fees payable for the audit of the financial statements	<u>4,260</u>	<u>—</u>

#### 15. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024	2023
	£	£
Wages and salaries	235,757	208,355
Social security costs	18,814	12,647
Employer contributions to pension plans	20,424	19,125
	<u>274,995</u>	<u>240,127</u>

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# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

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#### 15. Staff costs *(continued)*

The average head count of employees during the year was 12 (2023: 13).

No employee received employee benefits of more than £60,000 during the year (2023: Nil).

#### Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £106,267.

#### 16. Trustee remuneration and expenses

No Trustee received emoluments during the year (2023:Nil)

The Trustees' received in total £2,172 (2023:£706) in reimbursement of expenses. The reimbursement is made for cost of travelling on Charity business in relation to their duties as Trustees' and also (as with other volunteers) the reimbursement of costs incurred during support visitations.

#### 17. Tangible fixed assets

	Long leasehold property £	Motor vehicles £	Equipment £	Total £
<b>Cost</b>				
<b>At 1 April 2023 and 31 March 2024</b>	<u>293,983</u>	<u>11,000</u>	<u>129,380</u>	<u>434,363</u>
<b>Depreciation</b>				
At 1 April 2023	103,997	6,875	108,910	219,782
Charge for the year	5,880	1,031	5,120	12,031
<b>At 31 March 2024</b>	<u>109,877</u>	<u>7,906</u>	<u>114,030</u>	<u>231,813</u>
<b>Carrying amount</b>				
<b>At 31 March 2024</b>	<u>184,106</u>	<u>3,094</u>	<u>15,350</u>	<u>202,550</u>
At 31 March 2023	<u>189,986</u>	<u>4,125</u>	<u>20,470</u>	<u>214,581</u>

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

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#### 18. Debtors

	<b>2024</b>	2023
	£	£
Trade debtors	900	–
Prepayments and accrued income	3,324	–
Other debtors	1,219	900
	<u>5,443</u>	<u>900</u>

#### 19. Cash and cash equivalents

Cash and cash equivalents comprise the following:

	<b>2024</b>	2023
	£	£
Cash at bank and in hand	372,207	363,585
Bank overdrafts	(25,529)	(13,195)
	<u>346,678</u>	<u>350,390</u>

#### 20. Creditors: amounts falling due within one year

	<b>2024</b>	2023
	£	£
Bank loans and overdrafts	25,529	13,195
Trade creditors	2,778	5,041
Accruals and deferred income	33,032	–
Social security and other taxes	371	–
	<u>61,710</u>	<u>18,236</u>

#### 21. Deferred income

	<b>2024</b>	2023
	£	£
Amount deferred in year	<u>24,512</u>	<u>–</u>

#### 22. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £20,424 (2023: £19,125).

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

#### 23. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 2023 £	Income £	Expenditure £	Transfers £	At 31 March 2024 £
General Funds	146,422	144,209	(166,770)	(61,719)	62,142
General funds - property fund	–	–	–	161,996	161,996
Designated Fund	223,864	–	–	62,508	286,372
	<u>370,286</u>	<u>144,209</u>	<u>(166,770)</u>	<u>162,785</u>	<u>510,510</u>

	At 1 April 2022 £	Income £	Expenditure £	Transfers £	At 31 March 2023 £
General Funds	145,312	118,139	(117,029)	–	146,422
General funds - property fund	–	–	–	–	–
Designated Fund	223,864	–	–	–	223,864
	<u>369,176</u>	<u>118,139</u>	<u>(117,029)</u>	<u>–</u>	<u>370,286</u>

##### Restricted funds

	At 1 April 2023 £	Income £	Expenditure £	Transfers £	At 31 March 2024 £
Restricted Funds - operating fund	5,108	–	–	(5,108)	–
Restricted - Property Fund	161,996	–	–	(161,996)	–
DFC (Neighbourhood Renewal)	8,830	77,948	(86,778)	–	–
National Lottery Community Fund (People in Communities)	14,610	50,254	(64,864)	–	–
HSC (Public Health Agency)	–	93,520	(93,520)	–	–
BHSCT (Carer's support service)	–	11,124	(11,124)	–	–

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

#### 23. Analysis of charitable funds *(continued)*

BHSCT (Primary care talking therapies)	–	3,266	(3,266)	–	–
Belfast City Council (Revenue Grant)	–	49,981	(49,981)	–	–
CFNI (through DOH Carer's grant)	–	6,898	(6,898)	–	–
CFNI (through DOH Cancer Charity Support Fund)	–	66,667	(58,687)	–	7,980
National Lottery Community Fund (Dormant Accounts)	–	26,537	(30,856)	4,319	–
	<u>190,544</u>	<u>386,195</u>	<u>(405,974)</u>	<u>(162,785)</u>	<u>7,980</u>

	At 1 April 2022 £	Income £	Expenditure £	Transfers £	At 31 March 2023 £
Restricted Funds - operating fund	36,985	344,015	(352,452)	–	28,548
Restricted - Property Fund	161,996	–	–	–	161,996
DFC (Neighbourhood Renewal)	–	–	–	–	–
National Lottery Community Fund (People in Communities)	–	–	–	–	–
HSC (Public Health Agency)	–	–	–	–	–
BHSCT (Carer's support service)	–	–	–	–	–
BHSCT (Primary care talking therapies)	–	–	–	–	–
Belfast City Council (Revenue Grant)	–	–	–	–	–
CFNI (through DOH Carer's grant)	–	–	–	–	–
CFNI (through DOH Cancer Charity Support Fund)	–	–	–	–	–
National Lottery Community Fund (Dormant Accounts)	–	–	–	–	–
	<u>198,981</u>	<u>344,015</u>	<u>(352,452)</u>	<u>–</u>	<u>190,544</u>

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2024

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#### 23. Analysis of charitable funds *(continued)*

Transfers have taken place in the year in relation to the Property Fund as this fund is no longer restricted as the grant restriction has ended.

Transfers have also taken place in the year to reclassify funds to unrestricted funds as the funds are available for any use, no restrictions have been placed on this.

#### 24. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Tangible fixed assets	202,550	–	202,550
Current assets	345,158	32,492	377,650
Creditors less than 1 year	(37,198)	(24,512)	(61,710)
<b>Net assets</b>	<u>510,510</u>	<u>7,980</u>	<u>518,490</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	58,465	156,116	214,581
Current assets	330,057	34,428	364,485
Creditors less than 1 year	(18,236)	–	(18,236)
<b>Net assets</b>	<u>370,286</u>	<u>190,544</u>	<u>560,830</u>

#### 25. Analysis of changes in net debt

	At 1 Apr 2023 £	Cash flows £	At 31 Mar 2024 £
Cash at bank and in hand	363,585	8,622	372,207
Bank overdrafts	(13,195)	(12,334)	(25,529)
	<u>350,390</u>	<u>(3,712)</u>	<u>346,678</u>

#### 26. Contingencies

A contingent liability exists to repay grants and Trust monies received should certain conditions not be fulfilled by the charity. In the opinion of the Trustees, the terms of the Letters of Offers have been, or will be, complied with and no liability is expected.

#### 27. Ethical standards

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

**Cancer Lifeline**

Northern Ireland - Charity number 100002

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# Annual report

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**Cancer Lifeline**  
**Company Limited by Guarantee**  
**Financial Statements**  
**31 March 2024**

Finegan Gibson Ltd  
Chartered accountants & statutory auditor  
Causeway Tower  
9 James Street South  
Belfast  
BT2 8DN

# **Cancer Lifeline**

**Company Limited by Guarantee**

**Financial Statements**

**Year ended 31 March 2024**

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# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2024

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The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2024.

#### Reference and administrative details

**Registered charity name** Cancer Lifeline  
**Charity registration number** NIC1000002  
**Company registration number** NI055010  
**Principal office and registered office** 44 Alliance Avenue  
Belfast  
BT14 7PJ

#### The trustees

L McStravog (Secretary)  
T Blake  
G Harper (Appointed 18 September 2023)  
G Mathews  
R McGuigan  
B Montgomery  
B Petticrew

**Auditor** Finegan Gibson Ltd  
Chartered accountants & statutory auditor  
Causeway Tower  
9 James Street South  
Belfast  
BT2 8DN

# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2024

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#### Structure, governance and management

##### ***Governing Document:***

The organisation is a charitable company limited by guarantee, incorporated on 14th April 2005. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

##### ***Appointment of Trustees:***

The Trustees of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period from one Annual General meeting to the next.

##### ***Trustee Induction and Training:***

New trustees are invited to an induction meeting to familiarise themselves with the charity and the context within which it operates. These are facilitated by Development Staff and Management Committee, they cover:

- The obligations of the Board of Trustees.
- The content of the Memorandum and Articles of Association.
- The Committee and decision-making processes.
- Current financial position.
- Future plans and objectives.

Potential Trustees are encouraged to attend a series of business committee meetings as a trial period to familiarise themselves with the work before committing themselves to the role, if this is agreed as appropriate. Trustees are encouraged to attend appropriate training events in-house and external, where these will facilitate the undertaking of their role.

##### ***Organisational Structure:***

Cancer Lifeline has a Board of Trustees not less than 3, who meet fortnightly and are responsible for the strategic direction and running of the charity. In delivering the objectives of the charity a Co-ordinator is appointed by the Trustees along with the Development Manager to manage the day-to-day operations of the charity and they are supported by other members of staff.

#### Objectives and activities

The Trustees have regard to the Northern Ireland Charity Commission's Public benefit requirements. The statutory guidance state the objects and principal activities of the charity are to:

- Foster an atmosphere of mutual support among people suffering from cancer and their families / carers and to encourage them to provide mutual support and encouragement to each other
- To provide support services for those living with cancer and their families / carers
- Benefitting the public through cancer prevention and health awareness programmes
- Striving for improved cancer services acting as a voice for user views

The main activities undertaken to further these aims are detailed in the "Achievements and performance" section of this report.

# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

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#### Strategic report

##### A warm welcome to our 2023/2024 Annual Report.

We are proud to announce that January 2024 marked the beginning of Cancer Lifeline's 25 Year Anniversary of delivering vital support services to cancer patients and their families/carers in the wider North Belfast community. We have come a long way from humble beginnings as a cancer support group established in 1999 to our current newly refurbished and redeveloped cancer support organisation based in Alliance Avenue. We look forward to celebrating this milestone achievement with you all later in the year.

2023/24 has continued to be a challenging year for the organisation. The sharp rise in the cost of living coupled with reduced funding opportunities has meant Cancer Lifeline, like many other community organisations continues to face financial pressures, exacerbated by the rapid growth in demand for support services. If the aspirations of the Northern Ireland Cancer Strategy are to be fully realised then the vital role of the cancer charity sector needs to be fully recognised and resourced.

Funding through the Department of Health's (DoH) Cancer Charities Support Fund, The National Lottery Community Fund, People and Communities Programme, PHA, DFC, CFNI and BHSCT has been key to enabling Cancer Lifeline to develop key areas of support service delivery during the year. This included;

- Provision of psychological support / counselling.
- Services to support physical and mental health and wellbeing.
- Improved access to information and support services.
- Enhanced provision of and access to practical support for people with cancer.
- Provision of targeted support to cancer carers.

Support services delivered throughout 2023-2024 have been critical to supporting individuals and families affected by cancer to address their physical and mental, health and wellbeing being needs. We have been providing services to carers/family members as well as the individuals living with cancer, recognising the very important role of the carer in the cancer journey of individuals. Cancer is a 'family illness'.

Demand for support services has more than doubled throughout the year. Access to community based wraparound support has been a lifeline to many. Showing significant improvements to their health and wellbeing. We hope this report gives you an overview of the work delivered throughout the year and its impact on the lives of some of the most vulnerable cancer patients and their families throughout North Belfast.

Our sincere thanks to all the volunteers, staff, funders, allied health professionals, community organisations who without their support we would not have been able to deliver our services to individuals and families in North affected by cancer. Many of whom have faced some of the most difficult times in their lives. Their strength, dignity and resilience, humble us each day. We look forward to working with you in the year ahead to ensure this vulnerable target group continue to be supported as we continue to put our best foot forward.

# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

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#### Achievements and performance

##### ***PROVIDING VITAL SUPPORT SERVICES IN CHALLENGING TIMES***

Cancer Lifeline is based at Alliance Avenue in North Belfast, targeting an area of significant deprivation, with extensive health inequalities aligned to deprivation. The area has significant need and high levels of cancer within the population, as demonstrated by the following key statistics.

- In 2023 there were 12,565 people on the cancer register within the Belfast Health and Social Care Trust area, 32% of these people were in North Belfast.
- A report by the Cancer Registry in November 2020 estimates that the number of cancer cases diagnosed is projected to double by 2040 (45% for males and 58% for females).

The need and demand for Cancer Lifeline's services in North Belfast is evident from the growing numbers of service users registering annually. There has been a 70% growth in registered service users since the Covid pandemic.

**During 2023-2024 a total of 6,747 ONE TO ONE SUPPORT INTERVENTIONS were facilitated. This included: -**

- 2219 sessions of counselling have been delivered to 306 beneficiaries.
- 165 pre-assessment counselling sessions delivered to 165 individuals
- 2104 sessions of Complementary Therapies have been delivered (1125 were delivered inhouse to 305 beneficiaries and 979 were delivered via outreach services to 465 individuals.)
- 1319 advocacy /support calls have been made to 525 individuals.
- 266 needs assessments were carried out with 266 individuals.
- 556 peer support sessions were delivered to 241 individuals.
- 1 individual received one to one Nutritional advice.
- 62 Welfare Benefits advice sessions have been facilitated on behalf of 53 individuals.
- 118 Foodbank referrals.

##### ***GROUP SUPPORT SERVICE PROVISION DURING 2023-20234***

1030 attendances by 163 individuals in a range of health and wellbeing workshops and courses. This included: -

- 408 attendances in Yoga and meditation workshops.
- 139 attendances in Walking Group sessions.
- 70 attendances in Vital Nutrition workshops.

# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2024

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- 28 attendances in Relaxation skills workshops.
- 132 attendances in Stress Management health and wellbeing workshops.
- 41 attendances in Craft workshops.
- 17 attendances in Fatigue Management workshops.
- 41 attendances in Bereavement Support group sessions.
- 45 attendances in Female Support group sessions.
- 24 attendances in Male Support group sessions.
- 4 attendances in Carer Support group sessions
- 40 attendances in Female Feel-Good health and wellbeing days.
- 21 attendances in Male Feel-Good health and wellbeing days.
- 12 attendances in Carer Feel-Good health and wellbeing days.

87 referrals to additional sources of support were also facilitated for 74 individuals. This included referrals to a wide range of statutory allied health professionals, community organisations, other cancer charities etc.

# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

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#### Achievements and performance *(continued)*

##### **SERVICE IMPACT - WHAT OUR MEMBERS HAVE TOLD US**

Independent evaluations carried out in early 2024, of support services delivered as part of the DOH Cancer Charity Fund and The National Lottery Community Fund People and Communities Programme supporting cancer carers, highlight the positive significant impact of the work. The reports references;

Cancer Lifeline is an excellent model of a community based, user led service delivery organisation.

Service user and health professional consultation confirmed the high level of need and very positive work of Cancer Lifeline. Health professionals, who refer service users, report there is nothing else comparable in North Belfast, or across Belfast. They acknowledge that the availability of Cancer Lifeline's services in North Belfast is a huge asset which is invaluable as a resource for patients and their families who they are seeking to support. One Clinical Nurse Specialist commented "I am relieved if I see they live in North Belfast as I know patients and their family will get a great service not available in other parts of the city". She reported that physically, people will heal relatively quickly but emotionally this will take longer and this is where the support of Cancer Lifeline is critical.

Health professionals report that if Cancer Lifeline was not available to people from North Belfast the impact would be:

- Longer waiting times for counselling services in other parts of the city
- Increasing mental health issues amongst people living with cancer in North Belfast
- Increased numbers of people presenting to GPs and Social Workers for mental health support

As a result of counselling support, service users reporting their sense of stress, anxiety and fear as being extremely poor / poor was reduced from 84% to 16%. 94% of Support Group participants surveyed reported their attendance helped reduce their stress, anxiety and fear. Focus group discussions highlighted that counselling support and peer support has been critical for both those living with cancer and family and friends supporting cancer patients.

Support Group participants report the positive impact of engaging with others on a cancer journey and the positive impact this has on reducing their sense of isolation and loneliness.

There is a high level of demand for counselling across Belfast, with wait times reported to be up to 6 months. Health professionals unanimously praised the very professional approach of Cancer Lifeline in providing a much needed service in North Belfast. Counselling was the primary reason for referral for most to Cancer Lifeline and it was reported there is a sustained need to continue this service locally for people living with cancer and their family / carers.

# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2024

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##### **Achievements and performance** *(continued)*

Cancer Lifeline offers a holistic service under one roof and their person centred approach ensures that service users are accessing a suite of complementary support interventions. The provision of a variety of services under one roof was highlighted by health professionals who advised that it is unlikely service users would access all of the supports they receive through Cancer Lifeline if they had to do so through different organisations. At the time of diagnosis people are overwhelmed and find it difficult to navigate supports available to them. Those going through treatment are often fatigued and do not want to be moving around between different organisations for support. For most it is difficult to reach out to a support organisation and therefore it was reported that the availability of services under one roof at Cancer Lifeline ensured that service users were accessing and benefiting from all the support they needed from a social, emotional and health and wellbeing perspective. This was reaffirmed by service users who reported they would not attend different organisations for counselling, complementary therapy, peer group support and classes / workshops. This would be too complicated and challenging.

The availability of a local cancer support service in North Belfast was consistently referenced at the focus groups as a much needed and valued resource. Service users welcome the 'drop in' ethos of Cancer Lifeline and the relaxed and homely style of the centre encourages service user participation in activities. Staff were also praised in terms of their communication with members, their interaction with all those visiting Alliance Avenue, their empathy with service user needs and the quality of the services provided. Cancer Lifeline also funds taxi transport to and from their premises for those in most need who, without this support would, not be able to avail of services. All of this encourages access to cancer support services in North Belfast, demonstrated by the growing number of people registering with Cancer Lifeline.

Health professionals referenced the high level of need in North Belfast, as an area of social deprivation and the importance of a local service, which people can access easily. For some, crossing town may not be financially feasible, for some their cancer diagnosis and health condition may make transport difficult and for some moving outside their home, let alone their community is an issue. Having access to a support service, located in North Belfast is a huge asset that encourages people to make use of services which they probably would not access if not local.

Cancer Lifeline's premises were also consistently reported by both service users and health professionals as making an important contribution to access and engagement by service users. The premises are a contrast to the clinical, medical environment service users are familiar with. The homely, comfortable surroundings of the premises in Alliance Avenue were described as welcoming, happy, calming and serene, with some comparing them to a hotel or private clinic. It was described as somewhere "not sad and full of laughter". One service user described the premises as "a haven of help and hope". People report to feeling instantly relaxed and at ease when they come through the door and the friendly atmosphere, other service users mingling about, reassures new members and instils them with confidence to engage in support services.

Social Work staff at the Cancer Centre emphasised the importance of service provision outside of a medical setting. The Cancer Centre, he reported, is a very busy place that lacks space for private, uninterrupted and relaxed chat with patients. Cancer Lifeline's premises provide the relaxed, quiet and private space that service users need and the availability of a suite of services under one roof maximises the access to and uptake of various support services by those living with cancer and their carers.

Consultation with the BHSCT Carers' Co-ordinator acknowledged the very high level of demand for counselling services, which exceeds the level of funding available through the Trust. The availability of bespoke support for people caring for someone with cancer was acknowledged as an excellent support resource and much needed in North Belfast. Health professionals stated holistic support for

# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2024

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##### **Achievements and performance** *(continued)*

the whole family unit is essential given that cancer is a family illness. Carers are critical to supporting people with cancer and face their own sense of psychological distress which requires support. A vitally important aspect of Cancer Lifeline the reports highlighted was the relationship building and level of understanding they have of their client's needs.

Monitoring data also confirmed the role of Cancer Lifeline in raising awareness of support services and thus health literacy of service users.

- Only 15% of service users engaging in counselling support reported their knowledge of cancer support services initially was excellent or very good. After counselling this figure had increased to 71% reporting their knowledge was excellent or very good.
- The corresponding figures for Support Group participants was 25% at the outset, with 94% reporting their participation in Support Groups had helped to increase their knowledge of cancer support services.
- 88% of workshop participants report that their engagement in events has helped to increase their knowledge of cancer support services.
- The newsletter is an important source of information on services available at Cancer Lifeline as well as other important supports such as the local hospitals, Cancer Centre, Public Health Agency, Breast Care Team, Chemo Helpline, Bridgewater Suite and other cancer support charities.

Monitoring data highlighted key beneficiary, health improvement outcomes.

Of 122 Counselling participants surveyed. Before taking part 84% rated their levels of stress, anxiety and fear as extremely poor or poor. After taking part in counselling this was reduced to 16%. Before taking part 56% rated their mental health and wellbeing as extremely poor or poor. After taking part in counselling this was reduced to 8%.

Of 195 Complementary Therapy participants surveyed. Before taking part 67% rated their levels of emotional resilience/coping skills as extremely poor or poor. After taking part in counselling this was reduced to 4%. Before taking part 46% rated their self-care as extremely poor or poor. After taking part in counselling this was reduced to 4%.

Of a sample of 36 Psychological Support Group participants surveyed, 94% reported reduced isolation levels. 89% reported improved mental health and wellbeing and 82% reported enhanced coping skills.

Of 581 Health and Wellbeing workshop participants surveyed. 96% reported improved self-care practices. 93% reported improved quality of life and 98% reported improved connections with others.

# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

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#### Achievements and performance *(continued)*

The beneficiary quotes below help bring to life the above data.

***"The counsellor has been my saviour and given me tools to live each day"***

***"Before coming to Cancer Lifeline, I couldn't see a way through, I felt hopeless, lost, deflated and invisible. Because of the counselling support I now feel strong and mentally healthy, and I am now making better lifestyle choices and decisions."***

***"I now know I am not alone and that a problem shared is truly a problem halved. I now know looking after myself is as important as being the emotional support for the person who is unwell. I didn't believe counselling would be for me but I can't stress how wrong I was. I feel strong, healthy and in an amazing place mentally. Cancer Lifeline has been the listening ear, compassionate, non-judging organisation I needed. I wouldn't be where I am today without them. What I have achieved in weeks is remarkable. I have taken up the complementary therapies as well. I am looking after myself. I have energy. I'm sleeping and exercising and can be the strength for my family at this tough time. I want to say a massive thank you to all the staff in Cancer Lifeline - you have changed my life."***

***"When I came six weeks ago, I couldn't see a way out. My world was turned upside down when a close family member was diagnosed with cancer. Cancer Lifeline has given me hope. I have experienced love, compassion and it has been the listening ear I needed. My worries are still there but I have the tools and coping skills to deal with them."***

***"When I came to Cancer Lifeline I could hardly speak for crying. I was also so afraid to ask anyone for help and felt very lonely and sad. The more we talked the more I felt better. Cancer Lifeline contacted my GP and told him I was trapped in my home without any help. My GP then contacted lots of services and apologised for letting me down. I now have carers coming out twice daily, physiotherapy in my own home and someone to look after my feet. I have an Occupational Therapist who is helping me to become more mobile and organising for my kitchen and bathroom to be adapted to my needs. I lost my husband to cancer and then had cancer myself. Because of my cancer I lost the power of my legs and I am wheelchair bound but no one seemed to care but Cancer Lifeline did. I used to go on holiday at least twice a year and never thought this would be possible again, but I am now planning for my mum and I to go on holiday. Cancer Lifeline has given me my life back."***

***"I had terrible pain in my feet and joints and the reflexology helped ease the pain"***

***"It was a relief to talk to others who understood what I was going through and to learn how they coped. I was able to talk openly and honestly."***

***"Being able to talk with other men in a similar situation means I don't feel so alone."***

***"I am more compassionate and less hard on myself. I allow myself to feel happiness now, something I found very hard to do before. I am going to the gym. I have returned to work. I was able to do this because counselling helped me to feel less overwhelmed by grief. It helped me so much to be able to talk about my dad."***

***"The treatments really help both physically and mentally."***

***"Complementary therapy helps me to reset and removes the stress."***

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# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

---

#### Achievements and performance *(continued)*

*"I have reduced my anti-depressant medication."*

*"What I have learned has given me the tools to look after myself."*

*"I have gone back to work full time. I could not have done this without the support of Cancer Lifeline."*

*"When you walk in it's like a blanket is wrapped around you."*

*"It was very powerful and reassuring knowing that I don't have to be tough all the time"*

#### Financial review

The total income for the year 31st March 2024 was £530,404 of this, £386,195 was restricted and the total expenditure for the year was £572,744, of this £405,974 was restricted. Due to the difficult times, we are facing we have to highlight the importance of maintaining our fundraising activities, and the continuance of voluntary donations, to enable our charity to do its work. It is very important that you continue to support our Friends of Cancer Lifeline fundraising group at their community fundraising events. We would like to take this opportunity to thank the Friends of Cancer Lifeline fundraising group. Also supporting our charity shop through donations of clothes or furniture you may have is vital. We would also like to thank the shop staff and volunteers for the great work they do.

Many thanks for all your support and we look forward to your support in the future.

#### **Reserves Policy /Risk Management**

The management committee has examined the charity's requirements for reserves considering the main risks to the organisation. It has established a policy whereby the unrestricted funds, not committed or restricted by the provider (restricted funds) should be separated between general funds and designated funds, the latter ideally representing 8 months of the expenditure. The reserves are needed to meet the working capital requirements of the charity and the Management Committee are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding until alternative funding resources are found. The present level of designated reserves therefore falls short of the target level. The strategy is to continue to build reserves through operating surpluses.

# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

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#### Plans for future periods

In response to user needs, Cancer Lifeline will endeavour to continue to further develop support services for carers of cancer patients alongside those who are living with cancer. Cancer is a family illness and carers often struggle to cope with complex needs and neglect their own wellbeing.

Cancer Lifeline aims to facilitate a targeted male-led programme of support, in conjunction with vulnerable, isolated males affected by cancer in North Belfast, who are finding it difficult to access support. They have told us how they are struggling with their wellbeing and finding it difficult to take up support. We have been supporting them to explore in more detail the difficulties they face daily trying to cope with their diagnosis and sometimes aggressive treatment regimes, or difficulties supporting their loved one through cancer. We have been finding out what matters to them and what type of support services would help them to improve their lives. We want to support them to take the lead in improving their health and wellbeing and quality of life. Also, to ensure the support being proposed is appropriate, fit for purpose, realistic, recognised as being designed by them for them. After many open and honest conversations, we have supported them to put together a proposed Men's Den project which we are currently seeking funding for.

# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

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#### Plans for future periods *(continued)*

#### **STRATEGIC CONTEXT/ RELATED PARTIES**

There are many health related strategies and initiatives which the work of Cancer Lifeline is aligned to in terms of contributing to the attainment of the vision and aspirations in respect to health and wellbeing, addressing health inequalities and tackling deprivation at a local level. Specifically, the following strategies, plans and initiatives are important:

- NI Programme for Government Draft Outcomes Framework
- Health and Wellbeing 2026: Delivering Together
- Cancer Strategy for Northern Ireland 2021 - 2031
- Cancer Recovery Plan Building Back Rebuilding Better (2021-2024)
- Caring Together BHSCT Draft Strategy (2023-2028)

#### **NI PROGRAMME FOR GOVERNMENT DRAFT OUTCOMES FRAMEWORK**

In 2021 the NI Executive consulted on a proposed strategic framework of nine outcomes for a new Programme for Government (PfG), presenting a picture of NI having "an inclusive society in which people of all ages and backgrounds are respected and supported. A society which has no barriers to people living prosperous and fulfilling lives". The consultation document references an Outcomes-based PfG in which government, partnering with civic society will respond to the needs of people and communities everywhere to ensure an inclusive society where outcomes of individual and collective wellbeing are the drivers for the government agenda. Two of the nine outcomes are particularly relevant to the work of Cancer Lifeline.

We all enjoy long, active, healthy lives) - This Outcome is about enabling and supporting people to maintain their health and lead healthy, active lives, addressing the factors which impact on mental and physical health. The Executive is committed to ensuring everyone has access to high quality care when they need it throughout their lives. Priorities include:

- Inclusion and tackling disadvantage
- Mental Health and wellbeing
- Older people

(We have a caring society that supports people throughout their lives) - It is important that society cares for those who need support. This Outcome is about enabling everyone to live their life in a fulfilling way as valued members of an inclusive society and acknowledges a need to tackle the issues that lead to disadvantage and provide the services and support people need, when they need it.

Priorities include:

- Inclusion and tackling disadvantage
- Mental health and wellbeing
- Older people

Cancer Lifeline is an important service provider in North Belfast for people living with cancer. North Belfast is an area with some of the most deprived areas in Northern Ireland and an area experiencing significant health inequalities. Cancer Lifeline has been responding to the health inequalities in the area through a community based response and the work of the organisation is clearly aligned to the priorities and intended outcomes of the NI Programme for Government.

#### **HEALTH AND WELLBEING 2026: DELIVERING TOGETHER**

The Department of Health's Delivering Together report presents the out workings of an expert panel led by the internationally recognised expert, Professor Rafael Bengoa on tackling the challenges in

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# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2024

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##### Plans for future periods *(continued)*

Northern Ireland's Health and Social Care system. The report outlines challenges and the opportunities facing the sector and puts people at the forefront, with a focus on enabling people to stay well for longer and where care or support is needed, it will be wherever possible, provided in the community setting. Of particular relevance to Cancer Lifeline and its work in the community is the identified opportunity to "promote a new way of working with the community and voluntary sectors through the innovative use of social procurement clauses, and commissioning services based on social value rather than simply on the basis of lowest cost". The report outlines an ambition for a future in which:

- people are supported to keep well in the first place with the information, education and support to make informed choices and take control of their own health and wellbeing;
- when they need care, people have access to safe, high quality care and are treated with dignity, respect and compassion.
- staff are empowered and supported to do what they do best; and
- our services are efficient and sustainable for the future.

The report refers to a new model of person-centred care focussed on prevention, early intervention, supporting independence and wellbeing and towards a model underpinned by a more holistic approach to health and social care.

One of the explicit changes needed outlined in the report is the need to build capacity in communities. The report states "We will work with communities to support them to develop their strengths and use their assets to tackle the determinants of health and social wellbeing. We will support the development of thriving and inclusive communities. In particular, the HSC will become better at tapping into the innovative ideas and energies in communities themselves, and in the community and voluntary sectors. We will invest in HSC community development resources to work alongside all communities to enable social inclusion and tackle health inequalities and the underlying contributory factors including poverty, housing, education and crime. It will take time to realign and grow the community development resource, and as a first step we will review existing capacity and then invest to meet any gaps, including a programme of training".

Cancer Lifeline is an important community resource, which puts people living with cancer and their families at the forefront of their service delivery. The availability of easily accessible services in North Belfast, an area of health inequality, is extremely important to ensuring that the high level of need and demand is met. There is evidence that the services provided enable beneficiaries to keep well, providing them with information, education and support to make informed choices and take control of their own health and wellbeing and their model of working collaboratively with others is an excellent example of 'delivering together'.

##### **CANCER STRATEGY FOR NORTHERN IRELAND 2021 - 2031**

The publication of a 10 year Cancer Strategy was identified as an immediate priority of the Northern Ireland Executive in New Decade, New Approach and in August 2021 the Department of Health (DoH) published the draft strategy for public consultation. The aims of the strategy are threefold;

- to reduce the number of people diagnosed with preventable cancers,
- to improve survival and
- to improve the experience of people diagnosed with cancer

Cancer Lifeline has a role to play with respect to the aim of improving the experience of people diagnosed with cancer and their carers.

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# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2024

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##### **Plans for future periods *(continued)***

Support for carers is unique to Cancer Lifeline and the strategy references "Support and care provided by families and informal carers is vital to the wellbeing of patients given their assistance in managing medications, treatment regimes, symptom management, personal care, social and psychological support. However, providing informal care is challenging for many and can have a negative impact on both physical and mental health. Evidence has shown that there is a need to deliver improved services for informal carers of patients with cancer in Northern Ireland."

The strategy also references the importance of access to bereavement support, an important service offering at Cancer Lifeline - "Most bereavement services in Northern Ireland are provided by the community and voluntary sector. Capacity is an issue, long waiting lists in many areas. Capacity issues are also preventing Trust social work teams from offering greater levels of bereavement support, including follow-up services with carers and loved ones."

"Access to pre-bereavement and bereavement support is crucial to meeting the holistic needs of carers and loved ones. It is vital that we adopt a wider approach and ensure that those important to the person living with cancer, including children, are not forgotten. This type of early intervention and support can be helpful in preventing mental health issues connected to early/traumatic loss and complex grief reactions."

"Overall, the services of Cancer Lifeline have an important role to play in supporting the mental health of people living with cancer and their carers. The Cancer Strategy recognises that mental ill health cross cuts the entire cancer pathway and identifies that some services are offered by the voluntary sector but outside of this provision, formalised pathways do not exist for cancer patients. This reinforces the importance of Cancer Lifeline services. The strategy states "preventing mental health conditions from developing amongst those living with cancer, as well as ensuring adequate management of conditions should they occur are important in the provision of holistic cancer care. The numbers of people needing help with their mental health is likely to grow as more people are living longer following a cancer diagnosis. There are significant gains to be realised both in patient quality of life and savings in health care costs."

Lastly the Cancer Strategy references the need to improve health literacy with respect to addressing health inequality. "Low levels of health literacy are associated with poorer access to health services, poorer communication with health-care professionals, lower adherence to treatment and poorer self-management of health conditions. Better health literacy could therefore contribute to reducing health inequalities, strengthen health and improve health-care efficiency." Cancer Lifeline services are strongly focused upon increasing the health literacy of users, ensuring they are connecting to other support services and have improved self management skills with respect to their cancer diagnosis.

##### ***CANCER RECOVERY PLAN, BUILDING BACK; REBUILDING BETTER***

A Cancer Recovery Plan, Building Back; Rebuilding Better has been developed to address the immediate issues in adult cancer services with the aim of getting to a place where services are stronger than before, providing a solid foundation for the world class service envisaged in the strategy. In June 2021 the Minister for Health published a three-year blueprint for rebuilding cancer care in Northern Ireland - The Cancer Recovery Plan. Objectives detailed in the Cancer Recovery Plan which Cancer Lifeline are contributing to include:

- Ensuring all patients living with cancer feel supported across their pathway and have access to a Clinical Nurse Specialist, appropriate psychological support, information and signposting to other services.
  - Creating smoother and more efficient patient pathways from initial referral, through diagnosis and treatment encompassing the appropriate care and support during and after treatment with the aim of improving cancer waiting time and patient outcomes and patient experience.
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# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

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#### Plans for future periods *(continued)*

##### **CARING TOGETHER IN BELFAST 2023 ONWARDS, BHSCT DRAFT STRATEGY 2023-2028**

Belfast Health and Social Care Trust values the support that carers provide, which often prevents, reduces and delays the need for more formal services. The new strategy acknowledges that each year carers save the NI Executive £4.6bn. The strategy has four key priorities:

- Reach all carers
- Navigate carer support
- Support carer health and wellbeing
- Connect and involve carers

Cancer Lifeline's services make an important contribution to BHSCT's vision and priorities. Cancer Lifeline is an important community and voluntary sector partner who can help to:

- Identify carers
- Raise awareness of support services available
- Better understand their needs
- Deliver responsive activities to support carers' emotional, physical and social health and wellbeing

#### **Acknowledgements**

Cancer Lifeline would like to acknowledge all the Funders, Committee, Staff, Complementary Therapists, Counsellors, Steering Group members, Statutory, Community and Voluntary agencies, Friends of Cancer Lifeline, Shop staff, Volunteers, Individuals and Families, the Business Community and Political Representatives for their support during 2023 / 2024.



Belfast  
City Council



The *elle*  
Community  
Foundation

Via  
Department of Health Cancer  
Charity Fund and Carer Fund.  
Comic Relief Empowering  
Change Core Programme.



# Cancer Lifeline

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

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#### Trustees' responsibilities statement

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

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

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

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

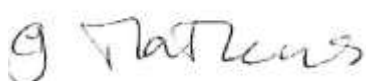
The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### Auditor

Each of the persons who is a trustee at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- they have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The trustees' annual report and the strategic report were approved on 25 November 2024 and signed on behalf of the board of trustees by:



G Mathews  
Trustee



B Montgomery  
Trustee

**Cancer Lifeline**

Northern Ireland - Charity number 100002

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# Annual return

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# **Cancer Lifeline**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of Cancer Lifeline**

**Year ended 31 March 2024**

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#### **Opinion**

We have audited the financial statements of Cancer Lifeline (the 'charity') for the year ended 31 March 2024 which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 charity's affairs as at 31 March 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- 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 charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

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

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

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

# **Cancer Lifeline**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of Cancer Lifeline** *(continued)*

**Year ended 31 March 2024**

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#### **Other information**

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

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

We have nothing to report in this regard.

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

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

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

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

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

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

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

#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors 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.

# **Cancer Lifeline**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of Cancer Lifeline *(continued)***

#### **Year ended 31 March 2024**

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Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK). Those standards require us to comply with the Financial Reporting Council's (FRC's) Ethical Standard for Auditors', in the circumstances set out in note 27 to the financial statements.

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

# Cancer Lifeline

## Company Limited by Guarantee

### Independent Auditor's Report to the Members of Cancer Lifeline *(continued)*

Year ended 31 March 2024

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

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

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

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following

- the nature of the industry and sector, control environment and business performance including the design of the remuneration policies, key drivers for directors' remuneration, bonus levels and performance targets;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed documentation of their policies and procedures relating to:
  - identifying, evaluating and complying with laws and regulations and whether management were aware of any instances of non-compliance;
  - detecting and responding to the risks of fraud and whether management have knowledge of any actual, suspected or alleged fraud;
  - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations.
- the matters discussed among the audit engagement team including significant component audit teams and relevant internal specialists, including tax and valuations specialists regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks in operation, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included ongoing compliance with the UK Companies Act and tax legislation.

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 may be fundamental for their ability to operate or to avoid a material penalty.

# **Cancer Lifeline**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of Cancer Lifeline *(continued)***

#### **Year ended 31 March 2024**

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As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

# Cancer Lifeline

## Company Limited by Guarantee

### Independent Auditor's Report to the Members of Cancer Lifeline *(continued)*

#### Year ended 31 March 2024

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We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### Use of our report

This report is made solely to the charity'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 charity'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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



Paul Dolan FCA (Senior Statutory Auditor)

For and on behalf of  
Finegan Gibson Ltd  
Chartered accountants & statutory auditor  
Causeway Tower  
9 James Street South  
Belfast  
BT2 8DN

25 November 2024

**Cancer Lifeline**

Northern Ireland - Charity number 100002

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# Accounts

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COMPANY REGISTRATION NUMBER: NI055010  
CHARITY REGISTRATION NUMBER: NIC1000002

**Cancer Lifeline**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**For the year ended 31 March 2023**

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# Cancer Lifeline

## Company Limited by Guarantee

### Financial Statements

Year ended 31 March 2023

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#### Examiner's Report

I report to the trustees on my examination of the financial statements of Cancer Lifeline ('the charity') for the year ended 31 March 2023.

#### **Responsibilities and basis of report**

As the trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of Charities Act (Northern Ireland) 2008 (the '2008 Act') and the Companies Act 2006 ('the 2006 Act'). You are satisfied that the accounts of the company are not required by charity or company law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements as carried out under section 65 of the 2008 Act. In carrying out my examination I have followed the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the 2008 Act.

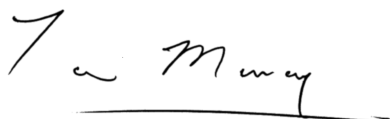
#### **Independent examiner's statement**

I confirm that I am qualified to undertake the examination because I am a member of the Chartered Association of Certified Accountants which is one of the listed bodies so qualified.

I have completed my examination. I confirm that no matters have come to my attention in connection with my examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act: or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Independent Examiner  
Ian Murray FCCA, on behalf of Ian Murray & Co.

5<sup>th</sup> September 2023

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# Cancer Lifeline

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2023

			<b>2023</b>		2022
	Note	Unrestricted funds £	Restricted funds £	<b>Total funds £</b>	Total funds £
<b>Income and endowments</b>					
Donations and legacies	<b>5</b>	59,508	344,015	403,523	392,763
Other trading activities	<b>6</b>	58,631	–	58,631	57,649
<b>Total income</b>		<u>118,139</u>	<u>344,015</u>	<u>462,154</u>	<u>450,412</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of other trading activities	<b>7</b>	47,016	–	47,016	44,362
Expenditure on charitable activities	<b>8,9</b>	70,012	352,452	422,464	403,367
<b>Total expenditure</b>		<u>117,028</u>	<u>352,452</u>	<u>469,480</u>	<u>447,729</u>
<b>Net (expenditure)/income and net movement in funds</b>		<u>1,111</u>	<u>(8,437)</u>	<u>(7,326)</u>	<u>2,683</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		369,176	198,981	568,157	565,474
<b>Total funds carried forward</b>		<u>370,287</u>	<u>190,544</u>	<u>560,831</u>	<u>568,157</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 3 – 11 form part of these Accounts

# Cancer Lifeline

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2023

	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible fixed assets	14	214,581	222,669
<b>Current assets</b>			
Debtors	15	900	–
Cash at bank and in hand		363,585	359,068
		<u>364,485</u>	<u>359,068</u>
<b>Creditors: amounts falling due within one year</b>	20	<u>18,235</u>	<u>13,580</u>
<b>Net current assets</b>		<u>346,250</u>	<u>345,488</u>
<b>Total assets less current liabilities</b>		<u>560,831</u>	<u>568,157</u>
<b>Funds of the charity</b>			
Restricted funds		190,544	198,981
Unrestricted funds		370,287	369,176
<b>Total charity funds</b>	17	<u>560,831</u>	<u>568,157</u>

The notes on pages 3 – 11 form part of these Accounts

For the year ending 31 March 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 4th September 2023, and are signed on behalf of the board by:

Bernadetta Montgomery  
Trustee

Gloria Mathews  
Trustee

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements

Year ended 31 March 2023

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#### 1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in Northern Ireland and a registered charity in Northern Ireland. The address of the registered office is 44 Alliance Avenue, Belfast, BT14 7PJ.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### 3. Accounting policies

##### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### Going concern

There are no material uncertainties about the charity's ability to continue.

##### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

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#### 3. Accounting policies *(continued)*

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable, and its amount can be measured reliably.
- legacy income is recognised when receipt is probable, and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended.

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

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#### 3. Accounting policies *(continued)*

##### Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Long leasehold property	-	2% straight line
Motor vehicles	-	25% reducing balance
Equipment	-	20% reducing balance

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

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#### 4. Limited by guarantee

Cancer Lifeline is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

#### 5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
<b>Donations</b>			
Donations	54,962	–	54,962
Collection Boxes & Public Collections	4,546	–	4,546
<b>Grants</b>			
DFC (Neighbourhood Renewal)	–	83,319	83,319
The National Lottery Community Fund [ People in Communities Programme)	–	60,915	60,915
HSC [ Public Health Agency]	–	74,099	74,099
BHSCT [ Carers' Support Services]	–	10,488	10,488
BHSCT [ Primary Care Talking Therapies]	–	4,556	4,556
Belfast City Council [Revenue Grant]	–	18,500	18,500
Belfast City Council Covid-19 Recovery Revitalisation Fund	–	–	–
Job Retention Scheme Grants	–	–	–
Department for Communities Covid recovery Fund	–	–	–
CFNI The Comic Relief Empower Change Core Programme	–	12,320	12,320
CFNI (through Department of Health Cancer Charity support fund)	–	66,667	66,667
The National Lottery Community Fund (through the Dormant Accounts Fund NI)	–	13,151	13,151
	<u>59,508</u>	<u>344,015</u>	<u>403,523</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
<b>Donations</b>			
Donations	37,098	–	37,098
Collection Boxes & Public Collections	2,472	–	2,472

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

##### 5. Donations and legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
<b>Grants</b>			
DFC (Neighbourhood Renewal)	–	81,698	81,698
The National Lottery Community Fund [ People in Communities Programme)	–	44,997	44,997
HSC [ Public Health Agency]	–	79,461	79,461
BHSCT [ Carers' Support Services]	–	10,332	10,332
BHSCT [ Primary Care Talking Therapies]	–	15,568	15,568
Belfast City Council [Revenue Grant]	–	18,000	18,000
Belfast City Council Covid-19 Recovery revitalisation Fund	–	2,000	2,000
Job Retention Scheme Grants	–	3,515	3,515
Department for Communities Covid recovery Fund	–	18,635	18,635
CFNI The Comic Relief Empower Change Core Programme	–	12,320	12,320
CFNI (through Department of Health Cancer Charity Support Fund)	–	66,667	66,667
The National Lottery Community Fund (through the Dormant Accounts Fund NI)	–	–	–
	<u>39,570</u>	<u>353,193</u>	<u>392,763</u>

##### 6. Other trading activities

	Unrestricted Funds £	Total Funds 2023 £	Unrestricted Funds £	Total Funds 2022 £
Shop income	<u>58,631</u>	<u>58,631</u>	<u>57,649</u>	<u>57,649</u>

##### 7. Costs of other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Shop costs - wages and salaries	33,793	–	33,793
Shop costs - rent	697	–	697
Shop costs - rates & water	479	–	479
Shop costs - light & heat	2,275	–	2,275
Shop costs - repairs & maintenance	4,345	–	4,345
Shop costs - motor vehicle expenses	3,121	–	3,121
Shop costs - telephone	845	–	845
Shop costs - miscellaneous	725	–	725
Shop costs - bank charges	736	–	736
	<u>47,016</u>	<u>–</u>	<u>47,016</u>

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2023

#### 7. Costs of other trading activities *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Shop costs - wages and salaries	25,586	10,323	35,909
Shop costs - rent	–	–	–
Shop costs - rates & water	–	–	–
Shop costs - light & heat	322	–	322
Shop costs - repairs & maintenance	4,207	–	4,207
Shop costs - motor vehicle expenses	1,161	–	1,161
Shop costs - telephone	1,411	–	1,411
Shop costs - miscellaneous	920	–	920
Shop costs - bank charges	432	–	432
	<u>34,039</u>	<u>10,323</u>	<u>44,362</u>

#### 8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Direct Activity	29,896	135,740	165,636
Support costs	40,116	216,712	256,828
	<u>70,012</u>	<u>352,452</u>	<u>422,464</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Direct Activity	43,268	107,550	150,818
Support costs	42,518	210,031	252,549
	<u>85,786</u>	<u>317,581</u>	<u>403,367</u>

#### 9. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2023 £	Total fund 2022 £
Direct Activity	165,636	253,228	418,864	400,848
Governance costs	–	3,600	3,600	2,519
	<u>165,636</u>	<u>256,828</u>	<u>422,464</u>	<u>403,367</u>

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

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#### 10. Analysis of support costs

	Analysis of support costs activity 1 £	<b>Total 2023</b> £	Total 2022 £
Staff costs	206,334	206,334	185,752
Premises	28,433	28,433	36,670
Communications and IT	2,321	2,321	10,986
General office	14,132	14,132	16,073
Finance costs	2,008	2,008	1,445
Governance costs	3,600	3,600	2,520
	<u>256,828</u>	<u>256,828</u>	<u>253,446</u>

#### 11. Net (expenditure)/income

Net (expenditure)/income is stated after charging/(crediting):

	<b>2023</b> £	2022 £
Depreciation of tangible fixed assets	<u>14,087</u>	<u>11,660</u>

#### 12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	<b>2023</b> £	2022 £
Wages and salaries	208,355	194,347
Social security costs	12,647	10,769
Employer contributions to pension plans	19,125	16,545
	<u>240,127</u>	<u>221,661</u>

The average head count of employees during the year was 13 (2022: 12).

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

#### 13. Trustee remuneration and expenses

No Trustee received emoluments during the year (2022: Nil)

The Trustees' received in total £706 (2022: £1,494) in reimbursement of expenses. The reimbursement is made for cost of travelling on Charity business in relation to their duties as Trustees' and also (as with other volunteers) the reimbursement of costs incurred during support visitations.

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

#### 14. Tangible fixed assets

	Long leasehold property £	Motor vehicles £	Equipment £	Total £
<b>Cost</b>				
At 1 April 2022	293,983	11,000	123,381	428,364
Additions	–	–	5,999	5,999
<b>At 31 March 2023</b>	<u>293,983</u>	<u>11,000</u>	<u>129,380</u>	<u>434,363</u>
<b>Depreciation</b>				
At 1 April 2022	98,117	5,500	102,078	205,695
Charge for the year	5,880	1,375	6,832	14,087
<b>At 31 March 2023</b>	<u>103,997</u>	<u>6,875</u>	<u>108,910</u>	<u>219,782</u>
<b>Carrying amount</b>				
<b>At 31 March 2023</b>	<u>189,986</u>	<u>4,125</u>	<u>20,470</u>	<u>214,581</u>
At 31 March 2022	<u>195,866</u>	<u>5,500</u>	<u>21,303</u>	<u>222,669</u>

#### 15. Debtors

	2023 £	2022 £
Other debtors	<u>900</u>	<u>–</u>

#### 16. Pensions and other post-retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £19,125 (2022: £16,545).

#### 17. Analysis of charitable funds

##### Unrestricted funds

	At 1 Apr 2022 £	Income £	Expenditure £	At 31 Mar 2023 £
General funds	145,312	118,139	(117,028)	146,423
Designated Fund	223,864	–	–	223,864
	<u>369,176</u>	<u>118,139</u>	<u>(117,028)</u>	<u>370,287</u>

# Cancer Lifeline

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2023

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#### 17. Analysis of charitable funds *(continued)*

##### Purpose of Unrestricted Funds

General Fund - This is an operating fund. These are funds that have been received carrying no restriction on their use and are put to the purposes within the objectives of the Charity at the discretion of the Trustees.

Designated Fund - Its purpose is explained in the Trustees Report (Reserve Policy).

##### Restricted funds

	At 1 Apr 2022	Income	Expenditure	At 31 Mar 2023
	£	£	£	£
Restricted Fund(s) - Operating Fund	36,985	344,015	(352,452)	28,548
Restricted - Property Fund	161,996	—	—	161,996
	<u>198,981</u>	<u>344,015</u>	<u>(352,452)</u>	<u>190,544</u>

##### Purpose of Restricted Funds

Operating Fund(s)- are funds subject to specific trusts, which are declared by the donor(s) are expendable by the trustees in furtherance of some particular aspect(s) of the objects of the charity. These funds are subject to restriction (as to their use) imposed by those from whom the funds are obtained. Resources received but not yet expended at the end of the financial year are retained as a reserve.

The Property Fund - represents the purchase of the Project base (44 Alliance Avenue, Belfast) part of which was funded by a grant of £105,000 from the Department of Social Development and part by Donations.

#### 18. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Tangible fixed assets	58,465	156,116	214,581	222,669
Current assets	330,057	34,428	364,485	359,069
Creditors less than 1 year	<u>(18,235)</u>	—	<u>(18,235)</u>	<u>(13,581)</u>
<b>Net assets</b>	<u>370,287</u>	<u>190,544</u>	<u>560,831</u>	<u>568,157</u>



**Cancer Lifeline**

Northern Ireland - Charity number 100002

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# Annual report

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# **Cancer Lifeline**

**(a company limited by Guarantee)**

## **Trustees Report**

**For the year ended 31 March 2023**

# **Cancer Lifeline Company Limited by Guarantee**

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

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### **A warm welcome to our Annual Report for 2022 / 2023.**

2022/23 has been a challenging year for the organization. The sharp rise in the cost of living coupled with reduced funding opportunities has meant Cancer Lifeline, like many other community organisations, has faced financial pressures, exacerbated by the rapid growth in demand for support services.

All face-to-face services were fully operational as Cancer Lifeline made a return to pre-pandemic service delivery. Funding through the Department of Health's (DoH) Cancer Charities Support Fund has been key to enabling Cancer Lifeline to develop key areas of support service delivery to include: -

- Provision of psychological support / counselling.
- Services to support physical and mental health and wellbeing.
- Improved access to information and support services.
- Enhanced provision of and access to practical support for people with cancer.

The COVID-19 pandemic had a devastating impact on cancer patients. Some experienced extreme anxieties, stress, worry and isolation. Many are still facing difficulties because of its impact. Tailored support services delivered throughout 2022-2023 have been critical in helping some of the most vulnerable individuals and families address their physical and mental, health and wellbeing being concerns.

Carers NI's annual State of Caring Survey most recent report paints a bleak picture of issues facing carers, showing the extent to which, many are sacrificing their own health, wellbeing, and life chances in order to care. Thanks to crucial support from The National Lottery Community Fund through the People and Communities programme, Cancer Lifeline continues to develop our range of support services to carers as well as people living with cancer, recognising the very important role of the carer in the cancer journey of individuals. Cancer is a 'family illness' as it affects the whole family. We look forward to sharing our evaluation findings of our Cancer Carer support services in May 2022

On a more positive note, In October 2022 the local community, schools and a range of allied health professionals came together to celebrate Cancer Lifeline's newly extended premises. The Right Honourable Lord Mayor Counsellor Christina Black was guest of honour on the fantastic day of

**Cancer Lifeline  
Company Limited by Guarantee**

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

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community celebration and pride. The refurbishment work was funded through the Belfast Investment Fund (via Belfast City Council) and the Department for Communities.

Demand for support services has more than doubled throughout the year. Access to face-to-face support again has been a lifeline to many. We hope this report gives you an overview of the work delivered throughout the year, supporting cancer patients and their families throughout North Belfast.

Our sincere thanks to all the volunteers, staff, funders, allied health professionals, community organisations who without their support we would not have been able to deliver our services to individuals and families in North affected by cancer. Many of whom have faced some of the most difficult times in their lives. Their strength, dignity, and resilience, humble us each day.

We look forward to working with you in the year ahead to ensure this vulnerable target group continue to be supported as we continue to put our best foot forward.

***Board of Directors and Staff***

**Cancer Lifeline**  
**Company Limited by Guarantee**

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

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**Reference and administrative details**

**Registered Charity name**

Cancer Lifeline

**Charity registration number**

NIC1000002

**Company registration number**

NI055010

**Principal office & registered address**

44 Alliance Avenue  
Belfast  
BT14 7PJ

**The Trustees:**

Bernadette Montgomery  
Breige Petticrew  
Gloria Mathews  
Rosemary McGuigan

# **Cancer Lifeline Company Limited by Guarantee**

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

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### **Structure, governance and management**

#### **Governing Document:**

The organization is a charitable company limited by guarantee, incorporated on 14th April 2005. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

#### **Appointment of Trustees:**

The Trustees of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period from one Annual General meeting to the next.

#### **Trustee Induction and Training:**

New trustees are invited to an induction meeting to familiarise themselves with the charity and the context within which it operates. These are facilitated by Development Staff and Management Committee, they cover:

- The obligations of the Board of Trustees.
- The content of the Memorandum and Articles of Association.
- The Committee and decision-making processes.
- Current financial position.
- Future plans and objectives.

Potential Trustees are encouraged to attend a series of business committee meetings as a trial period to familiarise themselves with the work before committing themselves to the role, if this is agreed as appropriate. Trustees are encouraged to attend appropriate training events in-house and external, where these will facilitate the undertaking of their role.

#### **Organisational Structure:**

Cancer Lifeline has a Board of Trustees not less than 3, who meet fortnightly and are responsible for the strategic direction and running of the charity. In delivering the objectives of the charity a Co-ordinator is appointed by the Trustees along with the Development Manager to manage the day-to-day operations of the charity and they are supported by other members of staff.

# **Cancer Lifeline Company Limited by Guarantee**

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

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### **Objectives and activities**

The Trustees have regard to the Northern Ireland Charity Commission's Public benefit requirements. The statutory guidance state the objects and principal activities of the charity are to:

- Foster an atmosphere of mutual support among people suffering from cancer and their families / carers and to encourage them to provide mutual support and encouragement to each other
- To provide support services for those living with cancer and their families / carers
- Benefitting the public through cancer prevention and health awareness programmes
- Striving for improved cancer services acting as a voice for user views

The main activities undertaken to further these aims are detailed in the "Achievements and performance" section of this report.

### **Trustees' responsibilities statement**

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

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

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

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the applicable Charities SORP.
- Make judgments and accounting estimates that are reasonable and prudent.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity 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 auditors are unaware; and

# **Cancer Lifeline Company Limited by Guarantee**

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

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•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 auditors are 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.

### **Financial Review**

The total income for the year 31st March 2023 was £450,411 of this, £359,997 was restricted and the total expenditure for the year was £447,728. of this, £327,904 was restricted

Due to the difficult times, we are facing we have to highlight the importance of maintaining our fundraising activities, and the continuance of voluntary donations, to enable our charity to do its work.

It is also very important that you continue to support our charity shop with any clothes or furniture you may have. We would also like to thank Colm, staff and our volunteers for the great work they do down there as this is a critical source of funds due to the shortfall.

Many thanks for all your support and we look forward to your support in the future.

### **Reserves Policy**

The management committee has examined the charity's requirements for reserves considering the main risks to the organisation. It has established a policy whereby the unrestricted funds, not committed or restricted by the provider (restricted funds) should be separated between general funds and designated funds, the latter ideally representing 6 months of the expenditure. The reserves are needed to meet the working capital requirements of the charity and the Management Committee are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding until alternative funding resources are found. The present level of designated reserves therefore falls short of the target level. The strategy is to continue to build reserves through operating surpluses.

## **Achievements**

### **PROVIDING VITAL SUPPORT SERVICES IN CHALLENGING TIMES.**

Cancer Lifeline is based on Alliance Avenue in North Belfast, in the Ardoyne ward and targets North Belfast an area of significant deprivation, with extensive health inequalities aligned to deprivation. The area has significant need and high levels of cancer within the population, as demonstrated by the following key statistics.

- Life expectancy in Belfast North Assembly Area (AA) is 4.4 years below the regional average for men and 2.1 years below the regional average for women.
- The standardised ratio of people registered as having cancer (excluding non-melanoma skin cancers) is 115.8 in Belfast North AA, the second highest rate in NI, behind West Belfast.
- The standardised death rates (per 100,000 population) in respect of cancer for people under 75 years of age, during the five-year period, 2015 – 2019 in NI is 143.3. The corresponding figure for Belfast North AA is 193.6.

The numbers of people on the cancer register from North Belfast has been growing annually and between 2013 and 2022 there has been an increase of 54% in the numbers of people living with a cancer diagnosis.

A report by the Cancer Registry in November 2020 estimates that the number of cancer cases diagnosed is projected to double by 2040 (45% for males and 58% for females).

The need and demand for Cancer Lifeline's services in North Belfast is evident from the growing numbers of service users registering annually. Cancer Lifeline is a membership-based organisation. Membership is free but upon making contact, individuals are asked to register and engage in a one-to-one meeting with a member of staff to discuss how best Cancer Lifeline can meet their needs. There has been a 70% growth in registered service users since the Covid pandemic.

During 2022-2023 a total of **8,121 ONE TO ONE SUPPORT INTERVENTIONS** were facilitated. This included: -

2359 sessions of counselling have been delivered to 276 beneficiaries.

164 pre-assessment counselling sessions were delivered to 164 individuals.

2199 sessions of Complementary Therapies have been delivered (1104 were delivered inhouse to 279 beneficiaries and 1095 were delivered via outreach to 525 individuals.)

## **Cancer Lifeline Company Limited by Guarantee**

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

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2205 advocacy /support calls have been made to 557 individuals.

292 assessments were carried out with 292 individuals.

646 peer support sessions were delivered to 217 individuals.

79 Welfare Benefits advice sessions have been facilitated on behalf of 63 individuals.

177 Foodbank referrals.

#### **GROUP SUPPORT SERVICE PROVISION DURING 2022-2023**

**1731 attendances by 191 individuals in a range of health and wellbeing workshops and courses.** This included: -

708 attendances in Yoga classes.

407 attendances in Walking Group sessions

92 attendances in Vital Nutrition workshops

46 attendances in Relaxation workshops

94 attendances in Stress Management workshops

121 attendances in Craft workshops

31 attendances in Fatigue Management workshops

75 attendances in Pop Chats (informal opportunities to meet and connect with others)

33 attendances in Bereavement Support group sessions

71 attendances in Female Support group sessions

43 attendances in Male Support group sessions

10 attendances in a Money Talks workshop

# **Cancer Lifeline Company Limited by Guarantee**

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

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**145 referrals to other sources of support were also facilitated for 93 individuals.** This included referrals to a wide range of allied health professionals, community organisations, other cancer charities etc.

### **SERVICE IMPACT**

#### **WHAT OUR MEMBERS HAVE TOLD US?**

(An independent interim evaluation completed in December 2022 of support services delivered as part of the DOH Cancer Charity Fund highlights the positive health outcome of the work)

As a user led model, Cancer Lifeline Committee members and volunteers are themselves living with cancer and this is a critical strength. Provision of peer support and understanding is a unique aspect to the support services of Cancer Lifeline.

It is important to highlight the effectiveness of Cancer Lifeline's model of delivery. Service users consistently referenced the excellent support and proactive approach of staff and volunteers. Specifically:

- Reminder calls for complementary therapy and counselling sessions.
- Staff contact when cancelled sessions become available to ensure all service slots are filled.
- Understanding when appointments have to be cancelled at the last minute due to illness and medical appointments.
- Sign posting and referral to additional services and support organisations.
- Staff / volunteer contact at difficult times, checking in with service users to see if there is anything they need. The compassion and empathy of staff and volunteers was frequently referenced.

#### **Provision of Psychological Support / Counselling**

As a result of counselling support, the numbers of service users reporting their sense of stress, anxiety and fear as being very poor / poor was reduced from 88% to 17%. 91% of Support Group participants surveyed report their attendance has helped reduce their stress, anxiety and fear. Focus group discussion has highlighted that counselling support and peer support has been critical for both those living with cancer and family and friends supporting cancer patients. Counselling beneficiaries report the benefits of counselling with respect to:

- Enhanced self-care

# Cancer Lifeline

## Company Limited by Guarantee

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

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- Applying new coping strategies / skills
- Better managing their emotions
- Having a more positive and confident mind set
- Communicating better and being more open about their emotions

Evaluation sheets asked beneficiaries to self-assess their perception of a variety of health outcome indicators which counselling is seeking to address. These indicators were assessed as part of the initial counselling meetings and again at the end of the period of counselling. Impact indicators assessed included:

- Mental health and wellbeing
- Stress, anxiety, and fear
- Emotional resilience and coping skills
- Knowledge about cancer support services
- Self confidence
- Quality of life
- Family relationships
- Connections with others
- Isolation / loneliness
- Self-care

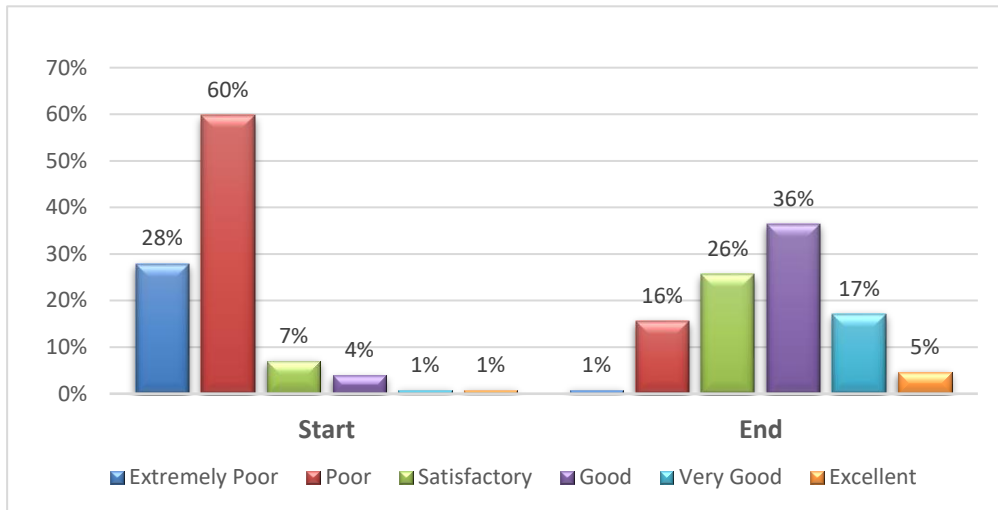
Analysis of findings shows.

- The top three reported indicators which service users ranked as very poor / poor at the outset of counselling were stress, anxiety, fear (88%), self-confidence (62%) and mental health and wellbeing (60%).
- The positive impact of counselling on stress, anxiety and fear is the highest reported change, with 88% reporting at the outset this was very poor , and this had reduced to 17% after counselling sessions.

**Cancer Lifeline  
Company Limited by Guarantee**

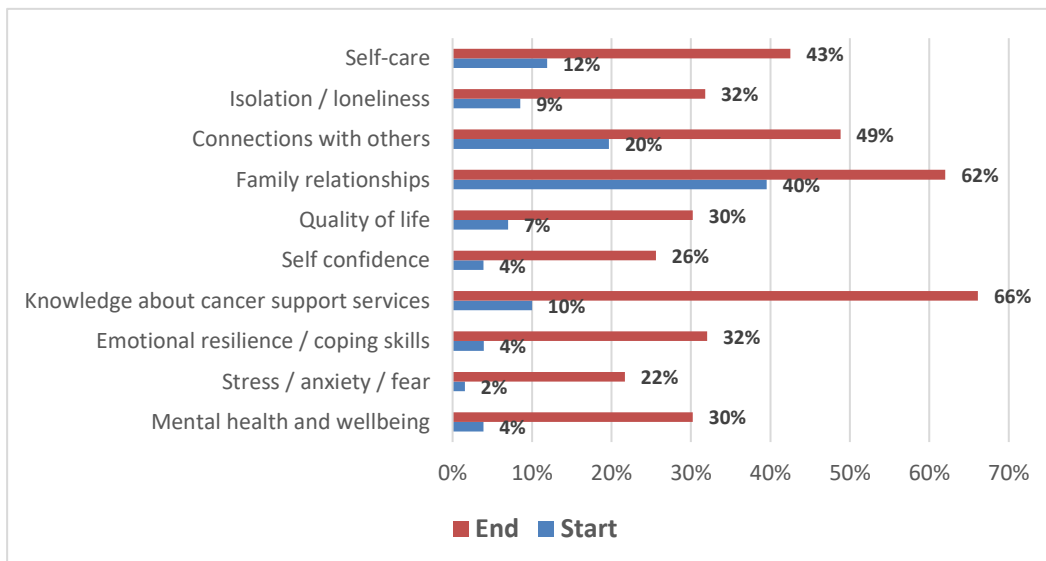
**Trustees Report and Financial Statements  
For the year ended 31 March 2023**

The graph below shows Counselling Service User Self-Assessment of Stress, Anxiety, Fear



- The highest reported indicator at the end of counselling which service users' rate as excellent or very good is knowledge about cancer support services (66%). At the outset of counselling the corresponding figure was 10%.

The graph below shows Counselling Service User Self-Assessment Rating - Very Good / Excellent



# Cancer Lifeline Company Limited by Guarantee

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

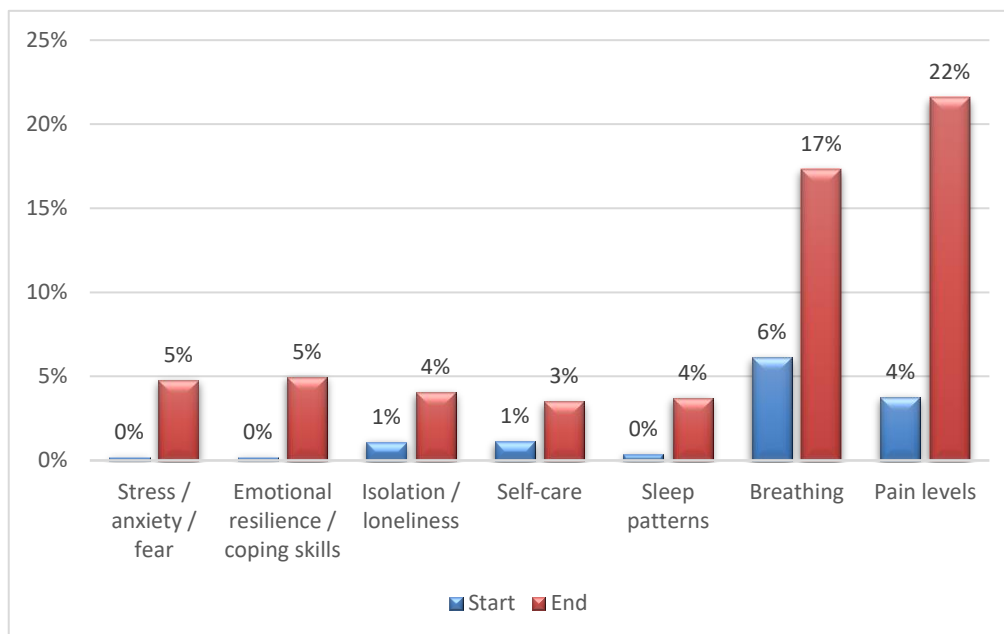
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Support Group participants reported the positive impact of engaging with others on a cancer journey and the positive impact this has on reducing their sense of isolation and loneliness.

### Services to Support Physical and Mental Health and Wellbeing

Complementary Therapy is contributing to physical wellbeing with participants reporting pain levels before complementary therapy as very poor / poor falling from 72% at the outset of accessing the service, to 14% after five sessions. The expertise of the therapists employed and their experience in adapted techniques, supplemented by the availability of aromatherapy oils and Bach Flower remedies, have all contributed to enhanced physical wellbeing. In-house complementary therapy sessions were reported to be excellent in terms of helping relaxation, aiding sleep and providing pain relief while the oils and remedies help with stress, anxiety, nausea, sleep and skin conditions.

**The graph below shows Complementary Therapy User Self-Assessment Rating –Very Good / Excellent**



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Focus group and 1:1 consultation highlighted the benefits of complementary therapy and participants reported that treatments help them to relax, aid better sleep and for those with neuropathy, as a result of their treatment, provides pain relief. Comments included:

*"After my session I feel like I am walking on air"*

*"It calms my mind"*

*"I had terrible pain in my feet and joints and the reflexology helped ease the pain."*

The cancer experience of therapists and the adaptive techniques used was referenced and their 'gentle' approach was welcome for those who availed themselves of therapy while going through treatment. Bach Flower Remedies and aromatherapy blends were reported to help with anxiety, nausea, sleep, scarring and skin conditions because of treatment.

Participants spoke positively about access to complementary therapy. Initial discussions upon joining Cancer Lifeline make members aware of the services on offer and the availability of both in-house massage and reflexology as well as BFR and aromatherapy blends, mixed to suit their needs, is a valued service.

#### **Enhanced provision of and access to practical support for people with cancer**

The workshops and short courses delivered have provided service users with practical tips and strategies for managing their health and wellbeing during their cancer journey. Nutrition workshops have provided practical advice and guidance on foods that should be included in diets and those that should be avoided. The fatigue workshop has been helpful in reinforcing the need for cancer patients to recognise their fatigue and the need to listen to their body and its limitations. Service users report they have made changes because of the workshops and feedback demonstrates the very positive impact this has had on overall health and wellbeing, individual self-confidence in managing their illness and their emotional resilience.

#### **Improved Access to Information and Support Services**

The availability of a local cancer support service in North Belfast was consistently referenced during the focus groups as a much needed and valued resource. Service users welcomed the 'drop in' ethos of Cancer Lifeline and the relaxed and homely style of the centre encourages service user participation in activities. Staff were also praised in terms of their communication with members, their interaction with all those visiting Alliance Avenue, their empathy with service user needs and the quality of the services provided. All of this encourages access to cancer support services in North Belfast, demonstrated by the growing number of people registering with Cancer Lifeline.

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Monitoring data also confirms the role of Cancer Lifeline in raising awareness of support services and thus health literacy of service users.

- Only 10% of service users engaging in counselling support reported their knowledge of cancer support services initially was excellent or very good. After counselling this figure had increased to 66%, with two thirds reporting their knowledge was excellent or very good.
- The corresponding figures for Support Group participants were 35% at the outset, with 91% reporting their participation in Support Groups had helped to increase their knowledge of cancer support services.
- 89% of workshop participants report that their engagement in events has helped to increase their knowledge of cancer support services.

The newsletter is an important source of information on services available at Cancer Lifeline as well as other important supports such as the local hospitals, Cancer Centre, Public Health Agency, Breast Care Team, Chemo Helpline, Bridgewater Suite, and Covid Helpline.

### STRATEGIC CONTEXT

There are many health-related strategies and initiatives which the work of Cancer Lifeline has aligned to during the year, in terms of contributing to the attainment of the vision and aspirations in respect to health and wellbeing, addressing health inequalities and tackling deprivation at a local level. Specifically, the following strategies, plans and initiatives are important.

- NI Programme for Government Draft Outcomes Framework
- Health and Wellbeing 2026: Delivering Together
- Cancer Strategy for Northern Ireland 2021 - 2031
- Cancer Recovery Plan Building Back Rebuilding Better (2021-2024)

#### NI Programme for Government Draft Outcomes Framework

In 2021 the NI Executive consulted on a proposed strategic framework of nine outcomes for a new Programme for Government (PFG), presenting a picture of NI having *“an inclusive society in which people of all ages and backgrounds are respected and supported. A society which has no barriers to people living prosperous and fulfilling lives”*. The consultation document references an Outcomes-based PFG in which government, partnering with civic society will respond to the needs of people and

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communities everywhere to ensure an inclusive society where outcomes of individual and collective wellbeing are the drivers for the government agenda.

Two of the nine outcomes are particularly relevant to the work of Cancer Lifeline

- a) We all enjoy long, active, healthy lives - This Outcome is about enabling and supporting people to maintain their health and lead healthy, active lives, addressing the factors which impact on mental and physical health. The Executive is committed to ensuring everyone has access to high quality care when they need it throughout their lives. Priorities include:
  - Inclusion and tackling disadvantage.
  - Mental health and wellbeing.
  - Older people.
  
- b) We have a caring society that supports people throughout their lives - It is important that society cares for those who need support. This Outcome is about enabling everyone to live their life in a fulfilling way as valued members of an inclusive society and acknowledges a need to tackle the issues that lead to disadvantage and provide the services and support, people need, when they need it.

Cancer Lifeline is an important service provider in North Belfast for people living with cancer. North Belfast is an area with some of the most deprived areas in Northern Ireland and an area experiencing significant health inequalities. Cancer Lifeline has been responding to the health inequalities in the area through a community-based response and the work of the organisation is clearly aligned to the priorities and intended outcomes of the NI Programme for Government.

### Health and Wellbeing 2026: Delivering Together

The Department of Health's Delivering Together report presents the out workings of an expert panel led by the internationally recognised expert, Professor Rafael Bengoa on tackling the challenges in Northern Ireland's Health and Social Care system. The report outlines challenges and the opportunities facing the sector and puts people at the forefront, with a focus on enabling people to stay well for longer and where care or support is needed, it will be wherever possible, provided in the community setting.

Of particular relevance to Cancer Lifeline and its work in the community is the identified opportunity to *"promote a new way of working with the community and voluntary sectors through the innovative use*

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

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*of social procurement clauses, and commissioning services based on social value rather than simply on the basis of lowest cost".* The report outlines an ambition for a future in which:

- People are supported to keep well in the first place with the information, education, and support to make informed choices and take control of their own health and wellbeing.
- When they need care, people have access to safe, high-quality care and are treated with dignity, respect, and compassion.
- Staff are empowered and supported to do what they do best; and
- Our services are efficient and sustainable for the future.

The report refers to a new model of person-centered care focused on prevention, early intervention, supporting independence and wellbeing and towards a model underpinned by a more holistic approach to health and social care.

One of the explicit changes outlined in the report is the need to build capacity in communities. The report states *"We will work with communities to support them to develop their strengths and use their assets to tackle the determinants of health and social wellbeing. We will support the development of thriving and inclusive communities. In particular, the HSC will become better at tapping into the innovative ideas and energies in communities themselves, and in the community and voluntary sectors.*

Cancer Lifeline is an important community resource, which puts people living with cancer and their families at the forefront of their service delivery. The availability of easily accessible services in North Belfast, an area of health inequality, is extremely important to ensuring that the high level of need and demand is met. There is evidence that the services provided enable beneficiaries to keep well, providing them with information, education, and support to make informed choices and take control of their own health and wellbeing and their model of working collaboratively with others is an excellent example of 'delivering together'.

### Cancer Strategy for Northern Ireland 2021 – 2031

The publication of a 10-year Cancer Strategy was identified as an immediate priority of the Northern Ireland Executive in New Decade, New Approach and in August 2021 the Department of Health (DoH) published the draft strategy for public consultation. The aims of the strategy are threefold;

- to reduce the number of people diagnosed with preventable cancers,
- to improve survival and
- to improve the experience of people diagnosed with cancer

Cancer Lifeline has a role to play with respect to the aim of improving the experience of people diagnosed with cancer and their carers.

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Support for carers is unique to Cancer Lifeline and the strategy references *“Support and care provided by families and informal carers is vital to the wellbeing of patients given their assistance in managing medications, treatment regimes, symptom management, personal care, social and psychological support. However, providing informal care is challenging for many and can have a negative impact on both physical and mental health. Evidence has shown that there is a need to deliver improved services for informal carers of patients with cancer in Northern Ireland.”*

The strategy also references the importance of access to bereavement support, an important service offering at Cancer Lifeline – *“Most bereavement services in Northern Ireland are provided by the community and voluntary sector. Capacity is an issue, with long waiting lists in many areas. Capacity issues are also preventing Trust social work teams from offering greater levels of bereavement support, including follow-up services with carers and loved ones.*

*Access to pre-bereavement and bereavement support is crucial to meeting the holistic needs of carers and loved ones. It is vital that we adopt a wider approach and ensure that those important to the person living with cancer, including children, are not forgotten. This type of early intervention and support can be helpful in preventing mental health issues connected to early/traumatic loss and complex grief reactions.”*

Overall, the services of Cancer Lifeline have an important role to play in supporting the mental health of people living with cancer and their carers. The Cancer Strategy recognised that mental ill health cross cuts the entire cancer pathway and identifies that some services are offered by the voluntary sector but outside of this provision, formalised pathways do not exist for cancer patients. This reinforces the importance of Cancer Lifeline services. The strategy states *“preventing mental health conditions from developing amongst those living with cancer, as well as ensuring adequate management of conditions should they occur are important in the provision of holistic cancer care. The numbers of people needing help with their mental health is likely to grow as more people are living longer following a cancer diagnosis. There are significant gains to be realized, both in patient quality of life and savings in health care costs.”*

Lastly the Cancer Strategy references the need to improve health literacy with respect to addressing health inequality. *“Low levels of health literacy are associated with poorer access to health services, poorer communication with health-care professionals, lower adherence to treatment and poorer self-management of health conditions. Better health literacy could therefore contribute to reducing health inequalities, strengthen health and improve health-care efficiency.”* Cancer Lifeline services are strongly focused upon increasing the health literacy of users, ensuring they are connecting to other support services and have improved self-management skills with respect to their cancer diagnosis.

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**Cancer Recovery Plan, Building Back; Rebuilding Better**

A Cancer Recovery Plan, Building Back; Rebuilding Better has been developed to address the immediate issues in adult cancer services with the aim of getting to a place where services are stronger than before, providing a solid foundation for the world class service envisaged in the strategy. In June 2021 the Minister for Health published a three-year blueprint for rebuilding cancer care in Northern Ireland – The Cancer Recovery Plan. Objectives detailed in the Cancer Recovery Plan which Cancer Lifeline are contributing to include:

- Ensuring all patients living with cancer feel supported across their pathway and have access to a Clinical Nurse Specialist, appropriate psychological support, information, and signposting to other services.
- Creating smoother and more efficient patient pathways from initial referral, through diagnosis and treatment encompassing the appropriate care and support during and after treatment with the aim of improving cancer waiting time and patient outcomes and patient experience.

From the above it is evident that Cancer Lifeline is successfully delivering against the strategic priorities of the Department of Health.

The trustees' annual report was approved on 4<sup>th</sup> September 2023 and signed on behalf of the board of trustees by:

  
Bernadette Montgomery

  
Gloria Mathews

## Acknowledgements

Cancer Lifeline would like to acknowledge all the Funders, Committee, Staff, Therapists, Counsellors, Steering Group members, Statutory, Community and Voluntary agencies, Friends of Cancer Lifeline, Shop staff, Volunteers, Individuals and Families, the Business Community and Political Representatives for their support during 2022 / 2023.

Our heartfelt and genuine thanks to everyone who has helped us throughout this challenging year to make a real difference to the lives of those coping with cancer. We look forward to your continued support.



Via  
The Comic Relief Empower  
Change Core Programme

Department of Health  
Cancer Charity Fund



**Cancer Lifeline**

Northern Ireland - Charity number 100002

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# Annual return

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# Cancer Lifeline

## Company Limited by Guarantee

### Financial Statements

Year ended 31 March 2023

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#### Examiner's Report

I report to the trustees on my examination of the financial statements of Cancer Lifeline ('the charity') for the year ended 31 March 2023.

#### **Responsibilities and basis of report**

As the trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of Charities Act (Northern Ireland) 2008 (the '2008 Act') and the Companies Act 2006 ('the 2006 Act'). You are satisfied that the accounts of the company are not required by charity or company law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements as carried out under section 65 of the 2008 Act. In carrying out my examination I have followed the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the 2008 Act.

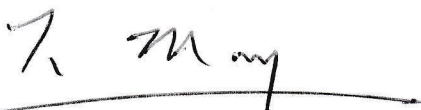
#### **Independent examiner's statement**

I confirm that I am qualified to undertake the examination because I am a member of the Chartered Association of Certified Accountants which is one of the listed bodies so qualified.

I have completed my examination. I confirm that no matters have come to my attention in connection with my examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



Independent Examiner  
Ian Murray FCCA, on behalf of Ian Murray & Co.

5<sup>th</sup> September 2023

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