

**ST. ROCCO'S HOSPICE**

**(A company limited by guarantee)**

**Report of the Trustees and Audited Financial Statements**

**For the year ended 31 December 2021**

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**(A company limited by guarantee)**  
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**For the year ended 31 December 2021**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**COUNCIL MEMBERS**

At the date of this report, there are currently twelve Trustees of St. Rocco's Hospice.

Mr A Cannell	Mr Z Clements	Mr I Currie	Mr G Hindle (Chair)
Ms C Hugall	Mr J Monaghan	Mrs M Porter	Dr L Saeid
Mrs L Sanchez	Mr J Stockton	Dr C E Walshe	Ms S Antrobus

**HOSPICE CHIEF EXECUTIVE** Mrs P Massey until 31/03/2021 then Mrs S Currey from 06/04/2021

**SECRETARY** Mr J Stockton

**SENIOR MANAGEMENT TEAM** Mrs P Massey (CEO) until 31/03/2021 and then Mrs S Currey (CEO) from 06/04/2021

Mrs C Vannerem-Martin (Finance Director)

Dr E Sulaivany (Locum Consultant in Palliative Medicine and Medical Director from March 2021)

Mrs L Partridge (Director of Income Generation and Marketing)

**SENIOR CLINICAL TEAM** Mrs T Griffin (Registered Manager, Clinical Lead Outreach Services)

Mrs S Cooke (Clinical Lead IPU)

**REGISTERED OFFICE** Lockton Lane  
Bewsey  
Warrington  
WA5 0BW

**REGISTERED NUMBER** 1565543

**REGISTERED CHARITY NUMBER** 511592

**AUDITORS** Xeinadin Audit Ltd trading as Xeinadin Auditing  
c/o Styles and Co JFC Limited, Heather House, 473  
Warrington Road, Culcheth, Warrington, WA3 5QU  
Registered office of Xeinadin Audit Ltd – Becket  
House, 36 Old Jewry, London EC2R 8DD

**BANKERS** HSBC  
11 Bridge Street Warrington, WA1 2EY

**INVESTMENT MANAGERS** Tilney Investment Management Services Ltd  
Royal Liver Building, Pier Head  
Liverpool, L3 1NY

## **ST. ROCCO'S HOSPICE (Registered Number –1565543)**

### **Trustees' Annual Report**

**For the year ended 31 December 2021**

Hargreaves Lansdown  
Asset Management Limited  
One College Square South, Anchor Road  
Bristol, BS1 5HL

Blackrock Investment  
12 Throgmorton Avenue  
London, EC2N 2DL

#### **SOLICITORS**

FDR Law  
21 Bold Street  
Warrington, WA1 1DG

Watsons Solicitors  
13 Bold Street  
Warrington, WA1 1DJ

The Trustees of St. Rocco's Hospice, who are also Directors of the Charity for the purpose of the Companies Act 2006, submit their annual report and the audited accounts of the Company for the year ended 31 December 2021. The Trustees have adopted the provisions of the Statement of Recommended Practice SORP 2015 (FRS 102) 'Accounting and Reporting by Charities' issued in October 2019 in preparing the annual report and accounts of the charity.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **CONSTITUTION**

St. Rocco's Hospice is a company, limited by guarantee but not having a share capital (Company No. 1565543), and is registered as a Charity under the Charities Act 1960 (Registered Charity No. 511592). The company was set up on 2 June 1981 and is governed by a Memorandum and Articles of Association which were last amended on 8 July 1998. Management of the Company is vested in the Board of Trustees, referred to in the Articles of Association as The Council, which is made up of Trustees. Every Trustee undertakes to contribute to the assets of the company in the event of its being wound up during the time he/she is a Trustee, or within one year afterwards. The amount that may be required will not exceed one pound for payment of the debts and liabilities of the company contracted before the time when he/she ceases to be a Trustee.

### **COMPANY STATUS**

The company is limited by guarantee and the liability of each member is limited to £1. The company has currently 59 members (2020: 70).

### **TRUSTEES**

Getting and keeping the right Trustees is an important part of governing the Hospice. It needs a balance of skills and types of people; the organisation also has to plan for the future as Trustees' appointments are time framed. The organisation follows a policy and procedure which covers the appointment and training of Trustees.

The policy and procedure include:

- Definition of Trustees' duties

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- Size and balance of the Board of Trustees
- How to identify and select people for the right balance
- Formal steps in recruitment, including interviews and references
- Letter of appointment, DBS Checks
- Induction and training
- Education and training to meet their roles

The recruitment of new Trustees follows a process of identifying the skills required, formally or informally, identifying possible candidates through advertising or contacts and then following a more formal appointment procedure, which includes a formal interview, a DBS check and reference requests. New Trustees receive a comprehensive induction pack to acquaint them with St. Rocco's Hospice policy and practice, its aims and activities, management and governance, and also with what is expected of them under charity law, with particular reference to Charity Commission guidance publications. Training covers safeguarding, fire safety and other training relevant to their role. The appraisal process has been developed during 2021 this will be implemented following next AGM is currently being reviewed.

The Board conducts a periodic review of skills, needs and recruitment opportunities and maintains personal competence of Board members through training sessions, usually linked with strategy and objectives. We are in the process of a review of skills and membership to ensure this is reflective of the revised strategic direction this will include a review of the MOU in respect to reflect the strategic direction and changing health and social care context .

The Board of Trustees use a personal review process for Trustees. The charity has an insurance policy covering Trustee Indemnity.

### **THE BOARD OF TRUSTEES**

The Trustees, who served during the year, were as follows:

Mr G Hindle (Chair)	Mr A Cannell	Mr Z Clements
Mr I Currie	Ms C Hugall	Mr J Monaghan
Mrs M Porter	Dr L Saeid	Dr C E Walshe
Mrs L Sanchez	Mr J Stockton	Ms S Antrobus (appointed 20/10/21)

Trustees are appointed by the members at the Annual General Meeting after nomination in accordance with the procedures detailed in the company's Articles of Association.

This year there are five Trustees retiring at the AGM:

Ms C Hugall, Dr L Saeid, Mr J Stockton and Mrs M Porter retire by rotation (art. 47a). Dr C Walshe is retiring permanently (art. 47.b).

No Trustee had any interest in the charity or its subsidiaries during the year.

## **TRUSTEES' VALUES AND PUBLIC BENEFIT**

The Trustees have considered the Charity Commission's guidance on public benefit and, in particular, the guidance on the relief of those in need by reason of ill-health. The Trustees believe that this charity provides a public benefit because its principal activity is to promote the relief of suffering in palliative/terminal illness through a range of in patient and outreach services. In doing this we work closely with our community to increase awareness, support and a community approach to loss, death and dying. People access our services by means of referral by their GP, Hospital Consultant, Clinical Nurse Specialist or other health or social care professionals, as well as by self-referral. Admission to our services is determined only by clinical and psychosocial need without reference to gender, race or faith.

The Hospice's services are free of charge to patients and their families. As we work to redefine our strategy throughout 2022, in line with the 'Living with Covid' direction of travel, we will focus on extending the breadth of our outreach and the ways we interact with our community.

### **The Organisations Vision and Values are:**

**Vision:** "We want everyone in our community who is diagnosed with a life limiting disease to live well and, towards the end of their life, have a dignified death in a place of their choice.  
We care for the whole person and those who matter to them."

Saying thank you – to staff, volunteers and our community

Think – differently and be open to change. We are all ambassadors of St. Rocco's Hospice.

Resilience – physically, psychologically, emotionally and financially

Outreach – trying new ways of working with other organisations and to understand our community

Compassion – to all in all we do

Connection – with our patients, carers, volunteers, staff and our community

Outstanding – to be the best we can be

Standards – of high-quality care in all that we do

Recognising that our values are inextricably linked to the delivery of our future strategy we will during the course of 2022 take the opportunity to refresh and redefine our values.

## **GOVERNANCE AND INTERNAL CONTROL**

The Board of Trustees and its structure has been designed to align reporting and accountability of operational and strategic objectives and meets quarterly.

Five Sub Committees, chaired by a delegated Trustee, review and steer development. The four main Sub Committees cover Quality and Safety, Human Resources and Training, Finance, Income Generation, IT and Information Governance, and Health and Safety. The Chair of each Sub Committee reports to the Board of Trustees key areas of development, risk, success and challenge, together with any recommendations and lists of approved documents and/or policies. Attendance at these meetings is shown on the following pages. We also have a Remuneration Committee consisting of the Chairs of the Board of Trustees, the Finance Sub Committee and the Human Resources Sub Committee together with the Chief Executive Officer.

During 2020, in light of the COVID-19 pandemic, GOLD meetings were set up on 23<sup>rd</sup> March 2020. These weekly meetings were incorporated to review all risks to the business, clinical areas, income generation, health and safety issues and working environments. The GOLD meetings continued until May 2021 and were chaired by the Chair of Trustees. He was joined by four Trustees who represented all areas of the business. The SMT, Clinical Leads' Team and all department managers also attended.

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In September 2020, Mrs Pam Massey, the CEO gave notice of her plans to retire in early 2021. A full recruitment process was implemented for a timely replacement and Mrs Sonya Currey was appointed in April 2021.

As we now move forward with our revised strategy, a review for the existing governance structure will be undertaken to ensure continued alignment with our strategic aims and the operational reporting framework. The ultimate aim being to continue to demonstrate clear organisation and clinical assurance.

**Board of Trustees Meetings**

<u>TRUSTEE NAME</u>	<u>26/01/2021</u>	<u>29/04/2021</u>	<u>03/08/2021</u>	<u>28/10/2021</u>
Mr A Cannell	✓	✓	X	✓
Mr Z Clements	✓	✓	✓	X
Mr I Currie	✓	✓	✓	✓
Mr G Hindle	✓	✓	✓	✓
Ms C Hugall	✓	X	X	✓
Mr A Mellor (VP)	✓	✓	✓	X
Mr J Monaghan	✓	✓	✓	X
Mrs M Porter	✓	✓	✓	X
Mrs J Roulston-Parry (VP)	✓	✓	X	✓
Dr L Saeid	✓	✓	✓	✓
Mrs L Sanchez	✓	✓	✓	✓
Mr J Stockton	✓	✓	✓	✓
Dr C E Walshe	✓	✓	✓	✓
Suzanne Antrobus	N/A	N/A	N/A	✓
Mike Coates (VP)	✓	✓	✓	X
Basil Mitchell (VP)	✓	✓	✓	X
Alan Farquharson (VP)	✓	✓	✓	X
Mary Rudkin (VP)	✓	✓	X	✓

**Human Resources Sub-Committee Meetings**

<u>TRUSTEE NAME</u>	<u>JAN 2021</u>	<u>April 2021</u>	<u>July 2021</u>	<u>Oct 2021</u> (cancelled) pending HR Review
Mr J Monaghan	✓	✓	✓	
Mrs M Porter (Chair)	✓	✓	✓	

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**Finance Sub Committee Meetings**

Trustee name	Jan 2021	April 2021	July 2021	October 2021	Draft budget meeting Nov 2021
Mr I Currie (chair)	✓	✓	✓	✓	✓
Mr J Stockton	X	X	✓	X	✓
Mr G Hindle	X	✓	✓	✓	✓
Mr B Mitchel (VP)	✓	X	X	✓	✓

**Quality & Safety Sub-Group**

Trustee name	Jan 2021	March 2021	May 2021	July 2021	Sept 2021	Dec 2021
Ms C Hugall	Chaired	✓	X	✓	X	X
Dr L Saeid	X	X	✓	✓	✓	X
Dr C E Walshe (Chair)	X	✓	✓	✓	✓	✓

**Health & Safety Sub-Group**

<u>TRUSTEE NAME</u>	<u>Jan 2021</u>	<u>April 2021</u>	<u>July 2021</u>	<u>Sept 2021</u>	<u>Dec 2021</u>
Mr A Cannell	✓	✓	✓	✓	Chaired
Mrs L Sanchez (chair)	✓	✓	✓	✓	X
Mr G Hindle	X	X	✓	X	X
Mr J Stockton	X	X	X	X	✓

All minutes from the Sub-Committees, and relevant papers, are available to all Trustees in hard or electronic format. The Sub-Committees have limited delegated authority from the Board of Trustees; they debate key issues and make recommendations to the Board for its consideration and approval.

Transactions or arrangements with related parties are approved by the Board; details are set out in note 30.

Since March 2020, the COVID-19 pandemic has taken full priority within the organisation. GOLD meetings commenced on a weekly basis and carried on until March 2021. The GOLD meetings have continued to review changes in guidance from the Government, NHS England (NHSE) and Public Health England (PHE) and have assessed all areas of hospice business. The aspects covered, risk assessed (including mitigation) and actions implemented include:

- the increase of hospice IPU beds and its impact on the hospice environment.
- impact on clinical staffing levels and redeployment of the Vitality Centre (VC) staff
- reduced volunteer support.
- changes to visiting arrangements at the hospice.

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- the procurement of appropriate PPE.
- messaging and implementation of infection control measures.
- communication to all staff, patients and their families, and our community.
- IT and virtual working/plans.
- review of fundraising events and retail operations.
- implementation of furlough scheme.
- review of all grants, income streams and Hospice UK/Government emergency funding.
- submission of financial reporting and activity data to support increased funding.
- operational plans to return to opening retail services after several lockdowns.
- review of future plans for income generation.
- working groups to identify any single points of failure across the business.
- continued review of our policies, procedures and risk assessments.

The meetings for the Board and Sub Committees continued to run on a quarterly basis in a virtual format, with improved information technology systems in 2021. The Chief Executive Officer, Senior Management Team (representing medical care, finance, income generation and corporate services) and the Clinical Leads Team (representing clinical services), attend the Board of Trustees' Meetings and also the meetings of the relevant Sub Committees. In doing so, they report on strategic and operational issues, developments and assurance methods (including progress reports on meeting standards and CQC inspection requirements), the production of Hospice policies and protocols, and processes to monitor and manage risk. Working groups and newsletters ensure that staff members and all areas of service are kept informed of service pressures, developments and challenges.

The Hospice registered with the Care Quality Commission as an Independent Adult Hospice, providing 12 In-Patient beds until April 2021 and 10 subsequently. The Vitality Centre for day care remained closed due to COVID-19 restrictions. Virtual consultations with Hospice doctors, physiotherapy and occupational therapy have been available alongside telephone support mechanisms with regular monitoring systems in place. It was deemed necessary for some patients to attend the Hospice for a face-to-face outpatient visit, either for examination or assessment of equipment. These patients were able to book appointments following a 'COVID safe checklist' prior to the appointment. Home visiting by therapists continued in a risk assessed approach throughout the pandemic.

At the last full CQC inspection, in November 2019 the Hospice was rated as 'Good'. A subsequent virtual tabletop CQC inspection took place in February 2021, to review infection control measures and patient safety. Verbal feedback was given that the CQC had no further questions and were assured we were meeting all CQC domains.

The Warrington Integrated Palliative Care Hub was set up in May 2020 and has been very successful in 2021. This offers a single point of access for patients, families and professionals. All patients who are referred are prioritised. Care options and support are discussed with the patient and the multidisciplinary team then helps to signpost them to the most appropriate service. This can be either Hospice services or other services working across different agencies.

Like in 2020, St. Rocco's Hospice has been supported in 2021 by Hospice UK, NHS England and the Treasury, in terms of financial assistance, due to COVID-19's impact on the Hospice's ability to operate retail and fundraising income streams. The details can be found in notes 3 and 6.

#### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees (who are also the Directors of St. Rocco's Hospice for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with

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applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Principles).

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

- a. select suitable accounting policies and then apply them consistently.
- b. observe the methods and principles in the Charities Statement of Recommended Practice SORP 2015 (FRS 102).
- c. make judgements and estimates that are reasonable and prudent.
- d. prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and its subsidiaries and to enable them to ensure that the financial statements comply with the requirements of the Companies Act 2006 and Accounting and Reporting by the Financial Reporting Standard SORP 2015 (FRS 102). They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees 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.

#### **STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS**

So far as the Trustees are aware, there is no audit relevant information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each Trustee has taken all the steps that they ought to have taken as a Trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information.

#### **RISK MANAGEMENT**

St Rocco's has developed an approach to risk management that embraces both clinical and non-clinical risks. The Board of Trustees hold overall responsibility for risk management and are involved in the evaluation of the risk environment via a review of the corporate risks register at each Board meeting. Working in conjunction with its sub-committees each committee holds a risk register, again this is reviewed at each meeting and risks escalated and de-escalated accordingly.

During 2021 key identified corporate risks include:

- Maintaining safer clinical staffing levels: this suite of risks recognises the impact of the pandemic on workforce availability, the national workforce deficit and the existing workforce profile and workforce wellbeing.
- Trustee vacancies: to include cross representational capacity and succession planning.
- Long term financial sustainability and income streams: risks here reflect the economic uncertainties induced by an annual (NHS) contracting process, inflation pressures, reduction in disposable income, changes to the investment market.
- IT infrastructure: IT platforms, infrastructure and increasingly cyber-security.

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These risks are considered to be high risk areas with the potential to impact on service delivery. Consequently, these key risks are captured within the hospice business continuity policy and processes.

During 2022 we will continue to build on our Risk Management Strategy by developing our Board Assurance Framework and implementing risk management software. These actions are designed to demonstrate a clear connection between our strategic and operational risks and to improve the user experience for those that interact with our risk registers.

**STATUTORY REGULATION: Care Quality Commission**

In order to provide our services, we need to meet essential quality and safety standards specified in the Health and Social Care Act 2008 (Regulated Activities) Regulations 2014 (part 3) and the Care Quality Commission (Registration) Regulations 2009 (part 4).

As part of provision of the new Warrington Integrated Palliative Care Hub (WIPCH) services, the Hospice applied to the CQC for approval of a new regulated activity "Transport services, triage and medical advice provided remotely". The application relates to activity by WIPCH to contact patients via telephone to monitor their referrals for palliative care and signpost them to the most appropriate service in line with their disease trajectory. In September 2021 the Hospice received notice from the CQC that this application had been approved.

During the year under review the Hospice also responded to the CQC project on "Provider Registrations of Specialisms". The project was undertaken to ensure the CQC website correctly listed the specialisms provided by the Hospice. The Hospice identified that the regulated activity "Personal care" did not need to be shown as this was covered by "Treatment of disease or injury". The correct listing of specialisms for St Rocco's was amended concurrent with the approval and display of the new regulated activity "Transport services, triage and medical advice provided remotely". The latest CQC certification is displayed at the main Hospice reception and also on our website

**SUBSIDIARIES**

St. Rocco's Hospice has two wholly owned trading subsidiaries: St. Rocco's Promotions Ltd and St. Rocco's Shops Ltd. St. Rocco's Promotions Ltd operates St. Rocco's Hospice Lottery. St. Rocco's Shops Ltd includes ten Charity Shops, a Gift Shop and e-commerce. Further details can be found in the "Income" section of this report.

**AUDITORS**

Xeinadin Audit Ltd trading as Xeinadin Auditing have indicated their willingness to accept reappointment as auditors.

**OBJECTIVES AND ACTIVITIES**

Our Memorandum of Association lists four "principal" or main charitable objects, which are summed up in our vision statement as follows:

*'We want everyone in our community who is diagnosed with a life limiting disease to live well and, towards the end of their life, have a dignified death in a place of their choice.  
We care for the whole person and those who matter to them.'*

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The Hospice's care benefits those people in Warrington with life limiting illness, their relatives and carers. Access to our services is normally by referral from a health care professional. We aim to work closely with other health/social care providers, third sector organisations and the Clinical Commissioning Group.

Our Equal Opportunities Policy makes it clear that "Nobody who has contact with the Hospice will receive less favourable treatment or consideration on the grounds of race, religion, national or ethnic origin, gender, disability, sexual orientation, age or marital status".

Throughout 2021 we remained focused on our key strategic aims:

- Be a centre of excellence and support, including education, training and audit
- Widen access to our services in the community
- Develop, improve and provide core services working collaboratively with other organisations
- Involve the Warrington Community

Simultaneous to this, and in recognition of the changes occurring in the health and social care system national, regionally and locally as the Integrated Care Systems moved to their statutory footing, we have taken the time to review our priorities. As we move into 2022 increasingly, we will start to turn our focus to:

- Increasing the reach of our services into our community, by partnering for better outcomes and impact for our community.
- Investing in our people to be a great place to work and volunteer, where skills and needs are recognised.
- Developing our operational excellence through a resilient structure and infrastructure that meets our regulatory requirements.
- Strengthening our financial sustainability and resilience to ensure we can continue to respond to the needs of our community into the future.

Most of our operating resources (in descending order of cost and use of our building) are expended providing our core services, viz.:

1. Specialist in-patient palliative care.
2. Warrington Integrated Palliative Care Hub.
- 3 Hospice at Home services.
- 4 Medical outpatient clinics.

Our operating model has continued to be impacted by the pandemic throughout the year. For the early part services within the Vitality Centre were scaled down, however virtual mechanisms of engaging with our patients were developed. This virtual format was also applied in our Counselling and Emotional Care team. Our in-patient unit remained open throughout, this was achieved with the flexibility of the workforce and support from our local Infection and Prevention and Control team. We also prioritised services such as our medical outpatients and ascites clinic, maintaining this where able due to the direct impact this can have on hospital admissions.

As we have started to emerge, and increasingly align to the Living with Covid government guidance we are gradually starting to increase our face-to-face interactions. We are now seeing an increased therapy offer and our craft group and gardening club has returned.

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## **VOLUNTEERS**

2021 was a very challenging year for the Voluntary Services Team (VST), and we took it all in our stride and continued to recruit, induct, and allocate volunteers to the Hospice services and shops which were open.

Recruitment has been a success and retention remains high, this is demonstrated in the new way of reporting directly from our database. The database data cleansing started in 2021 and should be completed in early 2022.

On the Hospice side, recruitment has been so successful that we now have a waiting list due to the high number of applications for our in-patient unit. We will continue to monitor this.

Regarding Shops volunteers, with many of our shop volunteers not returning we have had an increased demand to recruit. We now have over 260 active volunteers working across our shops, and the recruitment is ongoing.

In December the Voluntary Services moved into their new office, located next to reception where the former Hospice Gift shop was. This move has proved to be a success as we are now visible and accessible to our volunteers and the reception staff.

Unfortunately, the Volunteers Award ceremony had to be cancelled again in 2021; however, all the volunteers did receive their awards, some hand delivered to the volunteers' home. There were 174 in total which included a 35-years award, two 25-years and three 20-years. We will look forward to holding an award ceremony in person in 2022.

Volunteers should be congratulated for their devotion and belief in the Hospice, these have been exceptionally difficult times, yet our volunteers have remained loyal.

## **EMPLOYEES**

Our workforce has again shown an exceptional amount of commitment, dedication and motivation again throughout this year. We have been in a position to maintain and grow our total workforce, which is an achievement in the current recruitment market. Recognising that our people are our most valuable asset we have identified this area as a key priority in our current strategic work. We have therefore recently invested in our people function and over the course of the next year we will prioritise the following:

- Developing our workforce plan to support us to forecast our future workforce needs. This is essential to help us utilise our resources wisely to support the development of our staff but also to ensure our future sustainability.
- We will also evaluate our current health and wellbeing offer. This will provide the opportunity to refresh and re-launch our existing health and wellbeing strategy.
- We will draw the clear synergies between work we have undertaken in and around our clinical services for example, our patient safety and just culture work, by ensuring these principles are reflected in our people policies and procedures.

The Human Resources Sub Committee meetings have continued throughout the year providing appropriate governance to decisions around people issues. This Sub-Committee has maintained oversight of workforce performance indicators including, recruitment and retention, sickness and absence and education and training.

## **REMUNERATION**

During 2020 a working party was established focusing on recruitment and retention. Here it was established that although turnover was not high the workforce profile was such that talent management and succession planning needed to be a future priority. The outcomes of this scoping work are reflected in the revised strategic principles as detailed in section related to our Plans for Future Periods. Work will continue during 2022 and beyond to develop our workforce plan and our terms and conditions to ensure we reflect the market position.

The outcomes of this programme of work will be overseen by the HR and Finance Sub- Committees primarily and outputs will be drawn up on by the Remuneration Committee as required.

In line with the delegated authority from the Board of Trustees currently all staff pay is reviewed annually by the HR and Finance Sub Committees, before recommendations are made by the Remuneration Committee to the Board of Trustees for approval. The same benefits, including pensions and terms and conditions, apply to the Chief Executive Officer and other senior managers. We do not apply any form of performance-related pay, nor do we have a bonus scheme. In the period to 31 December 2021, the organisation issued a cost of living pay award for all staff of 2.5%

We have a remuneration process, which includes a Remuneration Committee operating within the agreed Remuneration Policy. The Senior Management Team pay is considered by the Remuneration Committee if there are significant changes to the role. This includes benchmarking with other hospices.

## **STRATEGIC REPORT**

### **ACHIEVEMENTS AND PERFORMANCE**

This year has again proved a significant challenge. The impact of COVID-19 has remained ever-present, however despite this the St Rocco's team have continued to pull together to continue to provide our services.

#### In-Patient Unit

Through careful adherence to infection prevention and control measures and collaborative working with our local Infection Prevention and Control (IPC) team we have been able to maintain open status throughout the course of the pandemic. This does not mean that at times we have not had to close to admissions, however where this has been the case this has been short term and as a result of staffing pressures or enhanced IPC surveillance measures. As the profile of the pandemic changed, we reverted to 10 In patient unit (IPU) beds, undertaking some remedial work on our 11<sup>th</sup> room to allow us to operationalise this during further escalations in line with CQC guidance. This is in addition to a full programme of refurbishment that has seen all rooms and the patient lounge re- decorated.

Throughout the year we have continued to implement the IPC measures set out in national guidance. This has required us at times to change our approach to IPU access and visiting, however, we have continued to facilitate visiting throughout the year using a variety of mitigations to reduce the potential transmission risk. As part of our risk management strategy here we have maintained the use of PPE for all those entering a clinical area, mask wearing in clinical areas and communal spaces, social distancing and hand

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washing/cleansing. In addition to this we have introduced carbon dioxide monitors to our communal spaces to monitor the effectiveness of our ventilation.

Outreach Services

Our Integrated Palliative Care Hub (IPCH), soft launched in March 2020 at the outset of the pandemic, has continued to grow and contribute to the wider health and social care system acting as a central point of referral. The IPCH is founded on a multi-disciplinary model where nurses, specialist nurses, a social worker and the hospice at home team are co-located to optimise communication and collaboration. We have been successful in year in securing an NHS England grant, administered through Hospice UK, to now evaluate the impact the IPCH is having on the patient population from a patient flow and service user experience perspective. This will enable us to consolidate effective service elements whilst identifying areas for improvement.

Additionally, we have, as part of a collaborative bid led by our Clinical Commissioning Group, been successful in securing funding to commence a pilot programme. In response to this opportunity, facilitated by NHS Digital, a bid to develop and implement a Palliative Virtual Ward was submitted. Although a number of virtual models have been launched in the sector to date, this is one of the first modelled on the use of a digital patient monitoring solution. More usually utilised to monitor physical health conditions for example those with respiratory or heart conditions, development of this approach for both the physical and psychological needs of palliative and end of life patients is generating a significant amount of national and regional interest. The pilot programme launched in April 2022 and will run until March 2023 with oversight through a steering group led by the CCG with representation from all partners. Work undertaken to date is now being looked to inform the development of the virtual ward model across Warrington. This care model is seen to form a growing part of the health and social care system over the course of the next 5 years. The PVW pilot will provide the opportunity to explore and understand the value of such an approach when applied to a non-conventional cohort of patients.

From our Vitality Centre we have continued to provide a range of services supporting patients to stay as well as possible for as long as possible. Services include complementary and activity therapies, dedicated symptom control clinics, counselling and emotional support and medical outpatients. A return to face-to-face attendance and home visiting has been seen over the course of the year in line with the various iterations of the national guidance for COVID-19. Our Physiotherapy and Occupational Therapy team have continued to deliver home visits when other services in the system ceased. Due to this they have expanded their reach to maximise their support to patients and the health and social care system response. The use of virtual technology specifically in our counselling and bereavement and outpatient clinics has been a helpful addition to our communication mediums. Consequently, we intend to continue to offer such approaches to maximise patient choice and accessibility.

Activity and Performance

To support us to monitor the demand and responsiveness of our services we have continued to collect data against a range of metrics, the table below illustrates our activity for the period January – December 2021 against a previous year baseline. We report this data quarterly to our Quality and Safety Committee and Clinical Commissioning Group, the latter being a requirement of our NHS contract terms. We also use this data when evaluating existing or developing services.

Over the course of the year, and in line with the changes to COVID-19 government guidelines, the profile of our data has changed. During January to December 2021 inclusive, contacts with 1019 (prior year 801) individual patients were achieved. The easing of restrictions facilitated more personal contact with patients (almost 50% more than the prior year) and less non-personal contact (email etc., reduced by almost 80%) while the number of patients provided with a service increased by more than 25%.

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As we moved through the peaks of the pandemic, we reduced our in-patient unit bed base to our registered capacity of 10 and this is reflected in a reduction in our admission data. During this period our length of stay increased, this is due to a number of reasons to include the complexity of patient need, increasing demand for and reduced capacity of home care services. However, an increase in our medical outpatient activity increased over this period. Although a reduction can be seen in our outreach services activity this reflects the shift in our service delivery, described above, from virtual to face to face contacts, this signifies a return to our more traditional form of care provision.

		<b>2021</b>	<b>2020</b>
<b>Medical Outpatients</b>	Consultations	204	184
	Ascites	21	43
	<b>Total</b>	<b>225</b>	<b>227</b>
<b>In patient</b>	Admissions	200	264
	<i>Average length of stay</i>	<i>13.3</i>	<i>11.4</i>
	<b>Total</b>	<b>200</b>	<b>264</b>
<b>Hospice at home</b>	Number of nurse assessment visits	74	78
	Number of sits	344	364
	<b>Total</b>	<b>418</b>	<b>442</b>
<b>Outreach services</b>	Personal contact	2846	1927
	Telephone	7506	7747
	Email/text	369	1621
	<b>Total</b>	<b>10721</b>	<b>11301</b>

In addition to the activity set out above, the Rocco's On Your Doorstep project provided a total of 110 [prior year 223] visits providing 275 [prior year 560] hours of assistance to people through the dedication of volunteers enabling people to remain as independent as possible. This service has been affected by the pandemic which has restricted the ability of volunteers to make home visits.

There were also a total of 946 [prior year 2140] contacts with those who needed counselling or bereavement sessions.

Quality

In addition to our activity and performance data we produce and analyse a range of quality measures. Published annually in our Quality Account these focus on incidents, safeguarding reports and service user experience (compliments and complaints).

During 2021 we have maintained a positive incident reporting trend with an increased number of incidents of low or no harm. One incident of moderate harm was reported to our Clinical Commissioning Group and investigated to include the identification of lessons learned and improvement actions. We have developed our reporting processes and are now focusing increasingly on trend analysis of our incidents to support us to focus our improvement actions to the areas of highest risk/ most frequent occurrence.

Patient feedback regarding our services is a priority quality indicator for St Rocco's. Initially reduced at the outset of the pandemic, we are now seeing a return to previous levels. Responses are more weighted to compliments with patients strongly agreeing that they are treated with dignity and respect and are receiving the care that matters to them. They also felt strongly that they are receiving clear explanations about their care and that they are as involved as they wish to be in decisions about their care. The total

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complaints clinical complaints received during 2021 totalled six, five informal and one formal. All complaints are logged and investigated to ensure remedial actions are identified and areas of learning, this supports our teams to continuously improve. Actions identified are monitored through the relevant sub-committee, in this instance, Quality and Safety, until the point of closure.

The clinical Audit Group, which reports to the Quality and Safety Sub Committee, identifies areas for audit within the Hospice and receives results of external audits. We participate annually in external audit. During 2020, audits included: Blood Transfusion, Infection Control, Accountable Officer, Drug Kardex, Pressure Ulcers, NEWS Chart, Paracentesis, IPOC, Safeguarding and the FAMCARE User Satisfaction Survey. St. Rocco's Hospice is also a member of the Pallaborative NW Audit Group, a collaboration of health care professionals working in specialist palliative care, patients and members of the public from across the North West of England. The Hospice contributes to the Warrington-wide membership subscription to this NICE accredited programme and regularly takes part in, and leads on, the Pallaborative north-west regional audit programme. There are two educational sessions and four regional audits per year. The Medical Director for St. Rocco's Hospice is leading on one of these audits.

As part of our quality monitoring processes, we maintain close oversight of our training and education monitoring our mandatory and statutory training compliance monthly against our 95% standard. Compliance as at the close of the year was 94.16%. This is a significant achievement based on the continued pressures induced by the pandemic.

For our Clinical training and education, we have a core training programme, this is an enhancement to our E-learning and is overseen and delivered by our clinical educators. Throughout the course of the year a return to face-to-face sessions has been seen and we are building our compliance levels to again meet the 95% target.

The medical team also play a large role in improving knowledge, education and training of clinical staff both internally and externally providing opportunities to community nurses, GPs, nursing home staff and hospital nursing staff and medical students. Our Medical Director leads on the education and training of medical students, GP specialty trainees and F2 doctors.

The medical team leads on the medicine management group in the Hospice which looks at all issues around medications, including drug stock issues, costs, changes in national and regional prescribing guidance, incidents, policy and protocol. This is chaired by the Medical Director.

The hospice continues to be recognised as an approved training placement by Health Education England and the General Medical Council. The medical team support the general development and training of medics, including both undergraduate and post graduate training. Nursing placements are offered for pre-registration registered nursing and nursing associate programmes.

## **INVESTMENTS PERFORMANCE**

The total fixed asset investments were valued at £2,764,441 at 31 December 2021 (31 December 2020: £2,228,885).

Total investment income during the year was £46,223 (2020: £54,639), which the Trustees consider to be satisfactory. There was an unrealised gain on the revaluation of investments fixed assets during the year of £206,004 (2020: £4,105).

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**FINANCIAL REVIEW**

The reviews below relate to the three entities separately. The consolidated Statement of Financial Activities on page 34 summarise the aggregate position.

**REVIEW OF ACTIVITIES AND FINANCIAL POSITION**

The Hospice shows a healthy surplus this year, thanks to increased income received during the Coronavirus pandemic from the Warrington CCG for the 4 "COVID" beds we provided to help the NHS effort, NHS England funding through Hospice UK to support hospices' sustainability, retail grants from the Government following the lockdowns and better than anticipated fundraising activities.

Details of the results for the year are shown in the Statement of Financial Activities and Notes forming part of the financial statements. The Trustees are satisfied with the results of the year. The Company Statement of Financial Activities is set out beginning on page 35 of these accounts. The Trustees report a consolidated surplus for the period, including unrealised gain on investment portfolio, of £354,086 (31 December 2020: surplus £889,533) and Hospice accumulated funds of £9,653,112 (31 December 2020: £9,299,027).

**Coronavirus – COVID-19 impact**

Along with the rest of the world, we have continued to be affected by the Coronavirus pandemic. This has been and still is an unprecedented event, affecting almost every aspect of the Hospice's operations, both clinical and non-clinical. The health and safety of our patients, staff and volunteers has been paramount. Our goal has always been to remain open to serve our community throughout the outbreak, and to remain financially sustainable to be able to serve our community in the future.

To enable the Hospice to manage the effect of the crisis on our operations, the Chair created a Crisis Management process, based on that used by the civil authorities. This has necessitated the creation of a Gold Team chaired by Chair of the Board and consists of the Chairs of the Board's sub committees, the Chair of the Shops and Promotions subsidiaries, the Senior Management Team of the Hospice and other Hospice staff members as required. Whilst the normal lines of authority remained unchanged, the presence of the Gold Team has allowed for effective and expeditious raising of issues and decision making, whilst still involving the full Trustee Board in decision making where required. The Gold meetings were in place until April 2021.

We kept revising our clinical services to reflect the prevailing conditions and restrictions. We maintained and increased the In-patient Unit (IPU) capacity and we are pleased to say that we have been able to slowly reopen our Vitality Centre. The current bed base is ten beds. Staffing has transferred to the IPU during the crisis times. In parallel, the palliative care hub has developed and thrived along with our Hospice at Home service. Patients on the Vitality Centre caseload who were previously monitored via telephone contact mainly, started to return to the hospice building slowly but safely. We review regularly PPE and infection control guidelines are all in place and in line with the latest guidance.

From a financial perspective there have also been impacts.

Our fundraising team reorganised most of our previous fundraising events in 2021, despite the uncertainty brought by the pandemic. Our shops were closed until 14 April 2021 due to the third lockdown and slowly reopened, always following Government and Retail Association guidelines. Unfortunately, not all shops could reopen every day, due to the loss of volunteers during the pandemic. We have again this year successfully applied for applicable government grants in relation to the shops. Our online presence has continued to increase during 2021 to the point where we now need new premises to host the growing

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team. Like last year, our lottery canvassing, and collections were paused during the third lockdown and resumed in April 2021.

Due to the amount held on bank deposits, we have a low-risk investment strategy and, although we were not immune to the world-wide market movements in 2021, the portfolio at year-end showed a welcome increase compared to the previous year. However, with the war in Ukraine and the global inflationary pressures and potential stagflation in the UK, we expect volatility to continue. The Investment Sub-Group, along with the Finance Sub Committee reviewed our investment strategy, which has remained unchanged. This has been approved by the Board of Trustees.

All aspects of expenditure continue to be regularly reviewed, including carefully managing recruitment and overtime. However, there has also been an increase in costs due to an expected increase in absences, due to the pandemic.

We are constantly reassessing the overall impact on our financial position, in particular monitoring and forecasting our cash and reserves positions using the best information available. Our reserves are there to provide financial stability in times such as these, and so far, we have managed to have sufficient cash and reserves to provide our services through the crisis. We have reviewed both Investment and Reserves policies. These are detailed in the Investment Policy and Reserve Policy sections of this report.

We have also taken the decision to increase our Designated Funds to ensure that we can continue operating during and after this pandemic crisis.

During the pandemic crisis in 2021, the Government announced more support for the Hospice movement. NHS England awarded funding for hospices to provide bed capacity to the NHS and community support from November 2020 to March 2021 Hospice UK managed the process with the government (NHS England), and they allocated the cash to individual hospices on a monthly basis, following financial reports and daily activity tracking reports. "NHSE also awarded funding to allow the hospice to make available bed capacity and community support from December 2021 to March 2022 to provide support to people with complex needs in the context of the COVID-19 situation." We received £316,228 up to the end of December 2021 through this support and the details are shown in the restricted funds.

The annual NHS Funding from the Warrington Clinical Commissioning Group also increased substantially in 2021 thanks to the 4 extra "COVID" beds provided by the hospice and the new Palliative Care Hub, combined with additional funds received in relation to beds provided for patients out of area. The Trustees are grateful for the support given by Warrington Clinical Commissioning Group and recognise the excellent working relationship that exists between the organisations.

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

## **INCOME GENERATION – HOSPICE**

Although 2021 saw increased activity, securing fundraised income was still challenging due to intermittent lockdowns and some hesitancy amongst the public to engage as they have done pre-pandemic. Despite the challenges faced, fundraised income reached 116% of budget.

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Lottery income also exceeded budget due to savings made in canvassing spend. A new recruitment/canvassing provider is being sourced to ensure we grow the lottery moving forward.

Income from legacies in the year amounted to over £477,000. Although unpredictable, and therefore not entirely to be relied on, legacy income is always welcome, and the Trustees are grateful to those who wish St. Rocco's to benefit from their lifetime savings. Work is underway to produce a new Legacy strategy to ensure we secure such gifts for St. Rocco's many years into the future. A benchmarking exercise is also to be carried out to inform future forecasting.

## **FUNDRAISING – HOSPICE**

The new structure has been implemented and continues to evolve to support St Rocco's Hospice ambition of increasing voluntary income by £500,000 per year within 5 years.

Work has begun in the Insight and Experience Team to better understand our supporters so we can work in a more intelligent and efficient way. This will maximise supporter experience and associated income.

Community and Corporate income streams are continuing to grow, and new relationships and stewardship is paying dividends. Elf Run has attracted 23 schools and £24,900 of income was achieved, a record amount for this event. The brand new virtual 'Step into Spring' campaign introduced due to Covid-19 raised more than £6,800.

Corporate Fundraising targets were exceeded by £19,000 and new Charity of the Year partnerships were established reaching more than £22,000. The trend by Corporate supporters to engage via staff-led activities, rather than businesses giving donations, continues and we see great willingness to participate in hospice events both as volunteers, sponsors or taking part.

Grants and trusts fundraising was widely accepted to be significantly difficult in 2021; emergency funding was made available during the previous year leaving fewer funds with reduced amounts from many trusts and foundations. Despite this, we were successful in 16 bids (with a 64% success rate). Money received was used to recruit a new counsellor to the Counselling And Emotional Care (CEAC) team, deliver loss and resilience training in a local school and purchase safety equipment to help us reopen shops, as well as contributing to core funds. Grants were received from: ASDA Foundation, Albert Hunt Trust, Arnold Clark Community Fund, Blue Orchid, Bothwell Charitable Trust, Cash4Kids, Cecil Rosen Foundation, Cheshire Community Foundation, Mark Benevolent Fund, Martyn Bracegirdle Charitable Foundation, Masonic Charitable Fund, ShareGift, The February Foundation and Turley Associates. The grants totalled over £45,000.

Although most of our 2021 hospice led fundraising events were cancelled due to government restrictions, a brand-new event, Sunset Walk, achieved £29,000 of income. The Strictly St Rocco's event proved ever popular through tough times and raised a record breaking £86,000 income. Tree collection continues to grow year on year, increasing in number of trees collected and securing £42,000, also exceeding target by £12,000 and achieving the highest figure on record.

Many supporters fundraise to remember a loved one. Tribute pages continue to grow each year with 25 pages now created in total which raised a total of over £29,000 in 2021. We also experienced an increase in Funeral Donations during 2021. Online funeral donations continue to grow as the Funeral Directors utilise online platforms. We now have a bespoke funeral donation box that has been made which can be personalised for each funeral. The Supporter Care team have built up a good relationship with funeral directors in the community, who are always happy to support the hospice.

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Campaigns and appeals continued to be successful. A new campaign - Forget Me Not - was introduced. This provided the people of Warrington with the opportunity to dedicate a decorative keepsake flower to a loved one. The flowers were displayed at Warrington Town hall and the initiative was very well received by the local community. The campaign raised over £35,000. In addition, the well-loved Light Up A Light service took place online once again and raised over £34,000.

Those who give a regular gift to support patient care at St. Rocco's contributed over £64,000 in 2021.

'Tap to Donate' devices have been introduced and we are exploring new ways that these devices can be used to generate more income.

During 2021 communications and supporter engagement were increased by focus on two main areas – the introduction of monthly email newsletters to donors and social media engagement.

The donor newsletters contributed greatly to increased website traffic of 65,000 visits in the year, up 4% on 2020, whilst social media traffic to the site more than doubled (105% increase) to 15,801 visits.

### **How fundraising activity is monitored**

We are grateful for the support of the many people and organisations within our community who raise funds on our behalf. The fundraising team provide advice, support and guidance to those who notify us of their plans to raise funds. This advice includes statutory requirements and best practice recommendations where relevant.

The fundraising team will report back to the GDPR Sub-Group for queries and guidance relating to the processing/use of data.

The Finance Sub Committee (FSC), which meets every quarter, monitors the activities of the Income Generation Team, on behalf of the Board of Trustees. The Director of Income Generation and Marketing attends each quarterly meeting of the FSC and reports progress on income raised from fundraising, shops and lottery.

### **Fundraising Complaints**

How we protect the public, including vulnerable people, from unreasonably intrusive or persistent fundraising approaches.

In order to ensure that we protect the interests of those who are vulnerable and that we fundraise in an ethical manner, we commit to:

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

St. Rocco's Hospice is committed to practicing the highest standards of fundraising, taking care to ensure all income generation activity reflects the wider Hospice values.

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St. Rocco's Hospice is registered with the Fundraising Regulator and has made a commitment to adhere to all recognised standards in relation to fundraising.

The fundraising team works hard to ensure fundraising activity complies with the Institute of Fundraising Code of Fundraising Practice - the recommended practices of which have now been adopted by the Fundraising Regulator and embedded in the Fundraising Promise made by every charity on joining the Regulator.

**ST. ROCCO'S SHOPS LTD**

St. Rocco's Shops Ltd is a wholly owned subsidiary of the Hospice. During the year, the company's total contribution to the hospice including transfer of Gift Aided donations and Gift Aid tax recovered, was £138,269, compared to 2020 income of £149,505.

England's third lockdown was announced on 4<sup>th</sup> January 2021, resulting in the closure of all non-essential retail until 12 April 2021. E-Commerce was not affected by the closure of non-essential retail and continued to trade during this period. As lockdown restrictions were relaxed, we managed to gradually reopen 8 of our 10 shops with reduced trading hours due to a shortage of available volunteers. The reduction in volunteer numbers, accelerated the need for us to recruit Shop Managers for all our shops. This recruitment process proved difficult, but significant progress made towards the end of the year. The recruitment has continued in 2022.

During the year we continued to have stock storage space issues and as a result, we retained the temporary 3,000sq.ft. warehouse in Latchford, and the additional FOC furniture storage unit in Long Lane to accommodate a quarantine process and storage for furniture donations.

The aims of St. Rocco's Shops strategy, as ratified in 2015, continue to be achieved this year. All the shops are fully Gift Aid compliant and operating the Azurri EPOS till system, which facilitates Gift Aid administration and maximises income on donated goods. Our staff and volunteers are to be congratulated for their enthusiasm in embracing the new technology which also offers contactless payment options to our customers

Our e-Commerce operation is currently operating from space on the first floor of our Longford Street shop. Following the success of our eBay operation during lockdown, when we utilised our shop management team to list items for sale from their shops, we won the eBay Community Hero's Award, and were also declared eBay Small Business of The Year. We are the first Charity to have won this accolade. As well as receiving trophies for both awards, eBay provided prize funding of £20,000 to help us to grow our business. We are also benefiting from being included in national promotional campaigns and have support from eBay business consultants free of charge for 12 months.

Despite all of the restrictions in place for much of 2021, we have been very well supported by the people of Warrington with their donations to our shops and by our shop volunteers, helping to generate income to care for patients at the Hospice. Their generosity and dedication, whether in donations or time, is invaluable.

**ST. ROCCO'S PROMOTIONS LTD**

St. Rocco's Promotions Ltd is a wholly owned subsidiary of the Hospice. During the year, the company's net income was £271,099, compared to a 2020 figure of £271,917. This unrestricted income represents 6% of total Hospice income. The weekly Hospice Lottery pays out an average of £2,375 in prizes each week, including a rollover prize, which can reach up to £5,000.

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Lottery membership in the year to 31 December 2021 has consolidated 10,359 members, a decrease of 957 since the beginning of the financial year, as the outsourcing of the membership recruitment to a third-party canvassing company unfortunately had to stop during the lockdown. All new members are now paying by Direct Debit; a more cost-effective way of promoting and playing the lottery. 3,566 members of St. Rocco's Lottery were registered to pay by this method as at 31 December 2021, a similar number as in December 2020. The efficiency of collection of Lottery subscriptions has increased during 2021 and there are now around 9,600 Lottery players paying to be in the draw each week, an increase of around 600 on the previous period.

**How we work with and oversee any commercial participators/professional fundraisers.**

We currently have arrangements with the following commercial participators/professional fundraisers:

Organisation	Type	Nature of relationship	How we oversee their work
SEC Fundraising	Professional Fundraising company	Lottery member recruitment	Adherence to recognised fundraising policies and procedures. Members of the Fundraising Regulator Contract in Place Regular feedback Quality and monitoring

**How we protect the public, including vulnerable people, from unreasonably intrusive or persistent fundraising approaches.**

In order to ensure that we protect the interests of those who are vulnerable and that we fundraise in an ethical manner, we commit to:

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

St. Rocco's Promotions is committed to ensuring that the Lottery is operated in a secure, fair and socially responsible way and to endorsing responsible gambling amongst its members.

The Gambling Commission regulates gambling in the public interest. The regulatory framework introduced by the Gambling act 2005 is based on three licensing objectives:

- Preventing gambling from being a source of crime and disorder, being associated with crime and disorder, or being used to support crime.
- Ensuring that gambling is conducted in a fair and open way.
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

Our Social Responsibility in Gambling Policy, and other related policies, set out the Hospice Lottery's procedures to ensure we approach gambling activities in a socially responsible way. All Lottery staff are trained in how to implement these policies.

Collectively, our thousands of loyal, regular lottery players in the community who make their £1 payment each week contribute a large sustainable income, which helps provide Hospice services. Our thanks go to everyone.

**COVID-19 Response**

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COVID-19 has had a significant impact on the 'normal' income generating activities executed by St. Rocco's Hospice. The pandemic has seen charity shops closed, lottery collections paused, and events cancelled. In response, the Income Generation team has developed and actioned new plans including virtual events, grant applications and increased mailing campaigns. Moving forwards, plans have been drafted to continue to engage community activity and re-instate face to face events, including a number of new events, in 2022.

**INVESTMENT POLICY**

The Investment Sub-Group, which consists of at least one Trustee, one Vice President, members of staff, external advisors and expert volunteer advisors, meets twice a year to review the reserves of the charity (Total Reserves).

The Total Reserves of the charity are split between the Free Reserves as set by the Reserves Policy and the excess cash reserves. There is a further allocation of the reserves between (a) the cash and deposits held and (b) the investments and other funds held with discretionary managers (the Fund).

The allocation of the reserves and investments is set out as follows:

**1. Cash and deposits – the percentages in this section relate to the Total Reserves**

Cash deposits on up to 3 years notice	Up to 20%
Cash deposits on up to 2 years notice	Up to 20%
Cash deposits on 2-3 months' notice	Discretionary
Cash deposits on one month's notice	Discretionary

The Board of Trustees agreed that up to £2m of the cash deposits can be invested in short term Government Stocks as an alternative to Bank Deposits at the discretion of the Investment Sub-Group.

The Investment Sub-Group has agreed that if more than £500,000 in cash is to be invested in any one financial institution, prior agreement is sought from another member of the Sub-Group and the institution needs a rating of at least 'BBB'. Staggered expiry dates for the cash deposits are sought, bearing in mind the timescale of any capital projects for the Hospice or any other funding needs.

**2. Investments Fund - the percentages in this section relate to the Fund only**

**Asset Class Parameters:**

Part of the reserves is held in an investment portfolio through Investment Managers. Their policies for investments, agreed with the Investment Sub-Group, are as follows:

UK Equities	25% - 50%	} Subject to max 75% in equities
Overseas Equities	10% - 30%	
Bonds	10% - 45%	
Alternative Assets	5% - 25%	(including hedge funds, property, infrastructure and commodities) Of which no more than 15% can be illiquid
Cash	0% - 15%	

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The policy is that the Fund will not exceed 65% of the Free Reserves but will be limited to 50% of the Total Reserves.

The Trustees employ the services of an Investment Manager to manage the Fund of the Charity, under a Discretionary Client Agreement. The Investment Managers have full discretion to operate within the limits of a strategy agreed with and regularly reviewed by the Trustees.

Performance of the Fund is measured quarterly by reference to benchmarks agreed between the Investment Sub-Group and the Investment Manager. The Hospice's investments are registered in the name of the nominees of the Investment Manager.

The Investment Manager attends a meeting with the members of the Investment Sub-Group at least twice each year to both report on progress and to ensure that the investment strategy remains relevant and to determine the total amounts to be retained or added to the Fund.

The Fund is managed on the basis that although income is a key requirement of the portfolio, the overall need is for a balance of capital growth and income sufficient to meet the Hospice's revenue commitments and to provide long term growth in the value of the investments. Therefore, a "total return" strategy has been agreed in relation to the assets.

The Trustees accept that the attainment of the long-term investment objectives requires the acceptance of a level of investment risk. A medium risk approach has been adopted currently, which is kept under review in the light of market and economic circumstances. The risk manifests itself primarily in the fluctuation of the capital value and the risk of loss of value periodically. The Trustees wish to minimise the risks in a manner which is consistent with the attainment of those investment objectives. Further risks and the mitigation of them are considered below.

The Investment Manager creates and maintains a balanced portfolio invested in a broad range of assets. The asset allocation framework is agreed annually with the Trustees and reflects the agreed principle of broad diversification.

There is a need for the portfolio within the Fund to be adequately diversified and the asset allocation parameters are illustrated above.

The Investment Manager will not invest directly in sub-investment grade corporate bonds (i.e. bonds with a credit rating below BBB). However, the Investment Manager is permitted to include collectivised funds investing primarily in sub-investment grade bonds, provided such investments do not form more than 10% of the total portfolio value.

The Trustees have decided not to invest in any tobacco companies. There are no other social or ethical restrictions governing the choice of investments held within the portfolio.

All the investments held in the Fund are held by the Investment Manager's nominee company. The nominee is regulated by the FCA and is required to comply with the FSA's Client Asset Rules which help protect the investor, including rules on asset segregation and the verification of asset records and instructions. The nominee is obliged to meet a number of global regulatory requirements in the areas of risk management, capital adequacy and financial reporting. Should the nominee become insolvent, assets are ring-fenced and would be allocated to the beneficial owner. These assets would not be considered as belonging to the nominee company and would not be used to repay the nominee company's creditors in the event of a liquidation.

In the event of the Investment Manager's insolvency assets would remain in trust with the nominee company and would not be impacted by the insolvency.

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The Investment Manager invests in securities which are quoted on a recognised Stock Exchange (including the Alternative Investment Market (AIM)) and recognised collective investment vehicles. Such assets are considered to be readily realisable at the time of investment. The Investment Manager may invest in alternative assets such as hedge funds, property funds, structured products etc. which maybe illiquid. However, such investments will not form more than 15% of the portfolio. For this purpose, "illiquid" is defined as any security which, at time of purchase, can be expected to take more than one calendar month to realise.

Unquoted stocks will not be purchased but may be held within the portfolio if acquired as part of a donation.

Exposure to currency risk is considered as part of the investment selection process and the Trustees may be exposed to currency movements where overseas investments are made. However, currency-hedged vehicles may also be used when deemed appropriate by the Investment Manager.

Following the Coronavirus pandemic (COVID-19) which has changed the environment within which the Hospice operates, the investment and reserves policies have again been reviewed and adapted to reflect this change and hold sufficient cash reserves to protect the Hospice. We decided that our investment policy should be set with our operational cash requirements in mind i.e. hold sufficient cash or cash equivalents for working capital. Risk Capital and Wind-Up Capital could be held in other forms, however, at this time it would be prudent to maintain our minimum reserves in cash, or equivalents.

## **RESERVES**

At St Rocco's Hospice, the Finance Sub-Committee has traditionally reviewed our Reserves Policy on an annual basis. In these uncertain times, the ICAEW has recommended that Charities review their reserves policy on a more regular basis in order to ensure we have a Reserves Policy that reflects the environment and effectively addresses the hospice's emerging risks and financial situation.

The current Reserves Policy, first amended in April 2020, to reflect the uncertainty at the onset of the COVID 19 pandemic was reviewed again and approved by the Board in January 2021. The change reduced our minimum reserves requirements to better reflect the short-term position and took into account our expected income from the CCG. Our Investment Policy was also amended to reflect our expectation that our income would reduce substantially, and we would require more cash.

### The situation developed over 2021:

- COVID-19 Hospice Grant: We have received over £316k in grants through the Hospice UK administered scheme through central government until December 2021 and a commitment for a further 3 months to March 2022.
- COVID-19 beds Additional Income: We received over £189k, in income from the CCG providing additional bed capacity to March 2021.
- Halton: We received over £189k from Halton CCG for the provision of 2 bed capacity for Halton patients to support our neighbouring Halton Haven Hospice until March 2021.
- Fundraising events resumed in 2021, following Covid rules. They were popular and raised the necessary funds for the hospice.
- Shops Income: The shops were closed until 14 April 2021 due to the third lockdown. They reopened gradually but were operating below pre pandemic levels until December. We have, however, again received grants relating to the shops of over £153k in 2021 from Warrington Borough Council.
- Lottery: Income has remained steady, despite stopping door to door cash collections during the lockdowns, thanks to reduced costs.
- Costs: Costs have remained steady and under budget with additional workloads being absorbed by redeployment from non-operational clinical areas.
- Investments: Our managed investment portfolio has increased to £2m at 31 December 2021

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- Our legacy income has showed a substantial increase.

This has meant that our financial performance at year-end has been significantly better than we initially thought.

It has also meant that our cash reserves are strong, with over £2.7m in cash or cash equivalents and a further £2.8m in investments at 31 December 2021.

Our prospects for 2022 and beyond do not look as healthy following the pandemic and the war in Ukraine. With the prospect of potential stagflation, we expect our income challenges to continue, whilst additional central funding has now ceased. This means our potential deficit for 2022 could exceed £500,000. This would put a considerable strain on our reserves, and, if uncorrected could mean we breach our new Reserve Policy in 2024.

Therefore, we decided to withhold our new Reserve Policy in December 2021, in both the rationale for holding reserves and the amount of reserves we need to hold.

Winding Up reserve: Absolute Minimum

As trustees and directors, we are obligated to ensure that the hospice has the ability to continue to pay its obligations. It is proposed that the absolute minimum level of reserves required should be equal to the funds required to close down the hospice whilst being able to fulfil all our financial obligations, including staff notice and redundancy, lease obligations, and monies set aside to organise the closure should that decision be made. This has been estimated at £2.9m at year-end.

Working Capital

Over and above the costs to close, the Hospice requires working capital. The amount required will vary from time to time, and there is no absolute value. However, 3 months working capital should be sufficient in most circumstances, i.e. £1m.

Risk Capital

Further capital should be held to mitigate against other risks, e.g. risk of investment performance, risk of loss of income. Investment Risk can be assessed as that relating to the managed portfolio, and as we have already seen a temporary loss of £0.3m in 2020 alone, since recovered, that must be our minimum.

In total this would require Free Reserves of £4.2m, with an Absolute Minimum of £2.9m

As mentioned in the Investments Policy section above, we also decided that our investment policy should be set with our operational cash requirements in mind i.e. hold sufficient cash or cash equivalents for working capital. Risk Capital and Wind-Up Capital could be held in other forms, however, at this time it would be prudent to maintain our minimum reserves in cash, or equivalents.

In Conclusion:

- A change in Reserves Policy was recommended to and approved by the Board on 26 January 2021 and withheld throughout the year.
- The new Reserves Policy should be set with an Absolute Minimum equivalent to winding up costs.
- A further minimum reserves should be set to include working capital and to cover material risks.
- The Investment Policy was amended and approved by the Board on 26 January 2021 to ensure we retain sufficient working capital and capital for wind up costs.

Funds are invested in order to produce reasonable income and capital appreciation over time, whilst following the Investment Policy guidelines.

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During the year, the charity's total consolidated reserves increased from £9,299,027 to £9,653,108 of which £3,608,644 is held in tangible fixed assets. At 31 December 2021, the amount of restricted reserve was £891,351 and the amount of free reserves was £ 3,773,017

Due to the exceptional results in 2020 and 2021, the board has committed at the AGM to recognise the need to invest staff and in adequate up-to-date systems, so this would be in line with strategic goals. Any unrestricted General Funds surplus to the minimum reserves policy will be used for the continued provision of Hospice Services. These include, for example, the charitable net investment in the non-commissioned services of beds, Hospice at Home, strategic development, medical equipment renewals, improvement of patient areas and general refurbishment, training costs, IT hardware and software upgrades and the development of shops.

Considering the unpredictability of legacy income, we have also decided to add a "legacy equalisation reserve" which represents a fund made out of excess legacy income over the 21-year £230,000 average, to be released in periods of less than average legacy income. This will smooth out the cycle of highly unpredictable and irregular legacy income.

## **PLANS FOR FUTURE PERIODS**

### **Our goals for 2022**

As we enter a period of, perhaps the most significant, change since the inception of the health system we recognise that St Rocco's has a part to play and an essential contribution to make to the new Integrated Care System. Although systems take on their statutory responsibilities as from July 2022, we have already started to see significant changes regionally and locally. At "Place", one of the biggest changes will be that NHS and Local Councils will work together as part of a new organisation. Operating under the previously developed Warrington Together brand a Place Based Partnership Board will be formed. Operating under the Cheshire and Mersey Integrated Care Board (ICB), arrangements will start to come into place to facilitate some functions initially delivered at regional level to start to be delivered and decisions in relation to funding to be made by the partnership board.

Founded in response to an escalating demand for health and social care services and the recognition that our health is affected by many factors to include housing, unemployment, poverty and lifestyle choices, the need to work in partnership has never been greater. Such is the magnitude of the need and the change that changes to Health and Social Care Legislation have been made to effect integration. For St Rocco's this change to legislation has also placed an increased focus on the provision of Specialist Palliative and End of Life care with this, for the first time, becoming a statutory requirement.

During 2021 we committed to reviewing our values, mission and strategy. Increasingly we recognise that our strategic direction must align to the changes described above. Slightly later than anticipated this work is now in progress and we have been in a position to affirm our commitment to our mission and are in the process of finalising our revised strategic direction. As a result, to ensure we can engage with and play our part in the future Warrington Together system aspirations, we will during 2022 turn our focus to:

Working in collaboration with our partners to provide compassionate, accessible, and inclusive care to our community. To respond to and develop services to meet the needs of the community.

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We will achieve this by:

- Strengthening our capacity and resilience to provide care closer to home for our community, increasingly extending beyond the hospice walls.
- Deepening our relationships with our community and understanding the needs from their perspective and identifying gaps in our current provision.
- Promote equitable access to hospice care for all with a life limiting illness working with local partners to ensure inclusivity for diverse communities.
- Supporting carers within our community through the delivery of education and wellbeing support

**Investing in our people to be a great place to work and volunteer, where skills and needs are recognised.**

We will achieve this by:

- Operating in an honest and participative way.
- Celebrating individual and collective success, whilst always striving to improve.
- Respecting and valuing the contribution of all.
- A rewards-based system based on skills and experience.
- Building on our mechanisms to support the wellbeing of our people.
- Developing, growing and refining our internal communications processes.

**Developing our operational excellence through a resilient structure and infrastructure that meets our regulatory requirements.**

We will achieve this by:

- Developing our assurance processes to clearly demonstrate our compliance with regulatory standards.
- Refining our systems and processes to generate value added information that as an organisation we can understand our progress and areas that we need to further improve.
- Ensuring the voice of our patients and those important to them is heard in how our services are developed and delivered.
- Adhering to local and national strategy, policy and best practice initiatives
- Working in partnership to optimise best practice across our community
- Fostering the innovation of our people, supporting with skills development to grow our resilience
- 

**Strengthening our financial sustainability and resilience to ensure we can continue to respond to the needs of our community into the future.**

We will achieve this by:

Working to grow our statutory and voluntary income, investing in innovative and sustainable sources of new income

- Developing our oversight and cost effectiveness processes to ensure the best use of our resource.
- Streamline processes to eliminate any unnecessary duplication, simplifying operations and removing non-value-added elements.
- Supporting an increased financial insight and autonomy for our managers to achieve cost-effective high-quality delivery of our corporate and clinical services.

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- Investigating new partnerships and collaborations with like partners and providers to collectively optimise costs and resources.

The strategic principles and commitments described above are designed to support us to operate within a transforming system, our expectation is that the strategic principles and commitments described above will ensure we can play our part and continue to provide excellent specialist palliative care to our community in a sustainable way. However, as in any changing landscape we equally recognise we must continuously monitor our position and be prepared modify our approach to ensure our contribution remains consistent with the needs of our populations. We will continue to draw on our governance and oversight processes to inform this requirement.

Report of the Trustees, incorporating a strategic report, approved by order of the Board of Trustees, as the Company Directors, on 26 July 2022 and signed on the Board's behalf by:



Guy Hindle  
Chair  
26 July 2022

**REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF  
ST ROCCO'S HOSPICE  
(A COMPANY LIMITED BY GUARANTEE)**

**Opinion**

We have audited the financial statements of St Rocco's Hospice (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 December 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

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

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2021 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Basis for opinion**

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

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the directors' 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 company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

**Other information**

The directors are responsible for the other information. The other information comprises the information in the Strategic Report and the Report of the Directors, but does not include the financial statements and our Report of the Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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 this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

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

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

- the information given in the Strategic Report and the Report of the Directors for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Strategic Report and the Report of the Directors have 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 company and its environment obtained in the course of the audit, we have not identified material misstatements in the Strategic Report or the Report of the Directors.

We have nothing to report in respect of the following matters where 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 directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

## **Responsibilities of directors**

As explained more fully in the Statement of Directors' Responsibilities set out on pages seven and eight, the directors 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 directors determine necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

## **Auditors' 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 a Report of the Auditors 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:

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 are set out below.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud

and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management and those charged with governance, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
  - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
  - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
  - The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
  - We inspected the minutes of meetings of those charged with governance.
  - We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.
  - We communicated applicable laws and regulations throughout the audit team and remained alert to any indications of non-compliance throughout the audit.
  - We reviewed any reports made to regulators.
  - We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
  - We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
  - In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.
- Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud often involves intentional concealment, forgery,

collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Auditors.

**Use of our report**

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



Mr Mike Caputo FCA (Senior Statutory Auditor)  
for and on behalf of Xeinadin Audit Limited  
Statutory Auditors  
Becket House,  
36 Old Jewry,  
London  
EC2R 8DD

**St Rocco's Hospice (Registered number – 01565543)**  
**Consolidated Statement of Financial Activities**  
**(Incorporating a Consolidated Income and Expenditure Account)**  
**For the period ended 31 December 2021**

	Note	31.12.21			31.12.20	
		Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £	Total £
<b>Income and endowments from:</b>						
Donations and legacies	2	1,284,536	-	-	1,284,536	1,181,769
Charitable activities	3	1,545,725	326,088	-	1,871,813	2,725,338
Other trading activities	4	1,337,840	-	-	1,337,840	1,189,398
Investments	5	46,124	-	99	46,223	54,639
Other	6	202,013	11,239	-	213,252	222,711
<b>Total income and endowments</b>		<b>4,416,238</b>	<b>337,327</b>	<b>99</b>	<b>4,753,664</b>	<b>5,373,854</b>
<b>Expenditure on:</b>						
Raising funds	7	(1,209,695)	-	-	(1,209,695)	(1,157,561)
Charitable activities	9	(3,045,207)	(319,877)	-	(3,365,084)	(3,271,492)
Other	10	(19,567)	(11,239)	-	(30,806)	(59,373)
<b>Total expenditure</b>		<b>(4,274,469)</b>	<b>(331,116)</b>	<b>-</b>	<b>(4,605,585)</b>	<b>(4,488,426)</b>
Net gains / (losses) on investments	18	206,224	-	(220)	206,004	4,105
<b>Net income / (expenditure)</b>		<b>347,993</b>	<b>6,211</b>	<b>(121)</b>	<b>354,083</b>	<b>889,533</b>
<b>Transfer between funds</b>	24	-	-	-	-	-
<b>Net movement in funds</b>	24	<b>347,993</b>	<b>6,211</b>	<b>(121)</b>	<b>354,083</b>	<b>889,533</b>
<b>Reconciliation to funds:</b>						
Total funds brought forward	24	8,392,441	903,327	3,258	9,299,026	8,409,494
<b>Total funds carried forward</b>	24	<b>8,740,434</b>	<b>909,538</b>	<b>3,137</b>	<b>9,653,109</b>	<b>9,299,027</b>

All income and expenditure derive from continuing activities.

All gains and losses recognised in the year are included above.

The Funds comprise Unrestricted, Restricted and Endowment Funds.

**St Rocco's Hospice (Registered number – 01565543)**  
**Statement of Financial Activities**  
**(Incorporating an Income and Expenditure Account)**  
**For the period ended 31 December 2021**

	Note	31.12.21			31.12.20	
		Unrestricted	Restricted	Endowment	Total	Total
		Funds	Funds	Funds	£	£
		£	£	£	£	£
<b>Income and endowments from:</b>						
Donations and legacies	2	1,274,863	-	-	1,274,863	1,173,438
Charitable activities	3	1,545,725	326,088	-	1,871,813	2,725,338
Other trading activities	4	353,126	-	-	353,126	264,014
Investments	5	289,336	-	99	289,435	325,220
Other	6	255	11,239	-	11,494	28,029
<b>Total income and endowments</b>		<b>3,463,305</b>	<b>337,327</b>	<b>99</b>	<b>3,800,731</b>	<b>4,516,038</b>
<b>Expenditure on:</b>						
Raising funds	7	(336,122)	-	-	(336,122)	(261,789)
Charitable activities	9	(3,032,250)	(319,877)	-	(3,352,127)	(3,293,449)
Other	10	-	(11,239)	-	(11,239)	(28,029)
<b>Total expenditure</b>		<b>(3,368,372)</b>	<b>(331,116)</b>	<b>-</b>	<b>(3,699,488)</b>	<b>(3,583,267)</b>
Net gains / (losses) on investments	18	206,224	-	(220)	206,004	4,105
<b>Net income / (expenditure)</b>		<b>301,157</b>	<b>6,211</b>	<b>(121)</b>	<b>307,247</b>	<b>936,875</b>
<b>Transfer between funds</b>	24	-	-	-	-	-
<b>Net movement in funds</b>	24	<b>301,157</b>	<b>6,211</b>	<b>(121)</b>	<b>307,247</b>	<b>936,875</b>
<b>Reconciliation to funds:</b>						
Total funds brought forward	24	8,259,086	903,327	3,258	9,165,671	8,228,796
<b>Total funds carried forward</b>	24	<b>8,560,243</b>	<b>909,538</b>	<b>3,137</b>	<b>9,472,918</b>	<b>9,165,671</b>

All income and expenditure derive from continuing activities.  
All gains and losses recognised in the year are included above.  
The Funds comprise Unrestricted, Restricted and Endowment Funds.

**ST. ROCCO'S HOSPICE (Registered Number – 01565543)**  
**Consolidated Cash Flow Statement**  
**For the period ended 31 December 2021**

	Note	31.12.21	31.12.20
		£	£
<b>Cash flow from operating activities</b>	27	302,445	622,466
<b>Net cash flow from operating activities</b>		<u>302,445</u>	<u>622,466</u>
<b>Cash flow from investing activities</b>			
Income from investments	5	46,223	54,639
Payments to acquire tangible fixed assets	17	(58,607)	(82,415)
Receipts from sales of tangible fixed assets		-	-
Payments to acquire investments	18	(1,242,047)	(201,129)
Sale/ (Purchase) of fixed term deposits		-	-
Receipts from sales of investments		912,492	175,257
<b>Net cash flow from investing activities</b>		<u>(341,939)</u>	<u>(53,648)</u>
<b>Net increase / (decrease) in cash and cash equivalents</b>		<b>(39,494)</b>	<b>568,818</b>
<b>Cash and cash equivalents at 1/1/21</b>		3,109,568	2,540,750
<b>Cash and cash equivalents at 31/12/2021</b>		<u>3,070,074</u>	<u>3,109,568</u>
<b>Cash and cash equivalents consists of:</b>			
Cash at bank and in hand		2,458,767	2,498,864
Short term deposits		611,307	610,704
<b>Cash and cash equivalents at 31/12/2021</b>		<u>3,070,074</u>	<u>3,109,568</u>

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Balance Sheet**

**For the period ended 31 December 2021**

	Note	Company 31.12.21 £	Company 31.12.20 £	Group 31.12.21 £	Group 31.12.20 £
<b>Fixed Assets</b>					
Tangible Assets	17	3,528,403	3,646,497	3,608,644	3,747,390
Investments	18	2,764,441	2,228,885	2,764,441	2,228,885
Fixed Term Deposits		-	-	-	-
Investments in Subsidiaries	28	3,002	3,002	-	-
		<u>6,295,846</u>	<u>5,878,383</u>	<u>6,373,085</u>	<u>5,976,274</u>
<b>Current Assets</b>					
Stock	19	-	-	-	429
Debtors	20	920,983	888,645	803,193	849,139
Investments	21	611,307	610,704	611,307	610,704
Cash at Bank and in Hand		2,058,805	2,249,087	2,458,767	2,498,864
		<u>3,591,095</u>	<u>3,748,436</u>	<u>3,873,267</u>	<u>3,959,136</u>
<b>Creditors: amounts falling due within one year</b>	22	(414,024)	(461,148)	(557,474)	(608,034)
<b>Net Current Assets</b>		<u>3,177,071</u>	<u>3,287,288</u>	<u>3,315,793</u>	<u>3,351,102</u>
<b>Creditors: amounts falling due after more than one year</b>		-	-	-	-
<b>Total Assets less Current Liabilities</b>		<u>9,472,917</u>	<u>9,165,671</u>	<u>9,688,878</u>	<u>9,327,376</u>
<b>Provisions for liabilities</b>	23	-	-	(35,770)	(28,350)
<b>Net Assets</b>		<u>9,472,917</u>	<u>9,165,671</u>	<u>9,653,108</u>	<u>9,299,026</u>
<b>Charity funds</b>					
Endowment Funds					
Permanent endowment	24	3,038	3,258	3,038	3,258
Restricted Funds	24	891,351	903,327	891,351	903,327
Unrestricted Funds					
General Funds	24	6,494,640	6,492,839	6,674,831	6,626,194
Designated Funds	24	2,083,888	1,766,247	2,083,888	1,766,247
Total Unrestricted Funds		<u>8,578,528</u>	<u>8,259,086</u>	<u>8,758,719</u>	<u>8,392,441</u>
<b>Total Charity Funds</b>		<u>9,472,917</u>	<u>9,165,671</u>	<u>9,653,108</u>	<u>9,299,026</u>

The financial statements were approved by the Council Members on  
authorised for issue on its behalf:

*26 JULY* 2022 and signed and



I Currie - Trustee

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**1. Summary of significant accounting policies**

**(a) General information and basis of preparation**

St Rocco's Hospice is a charitable company registered in England. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities is to promote the relief of suffering in terminal illness by providing residential palliative care and day care to adults who are resident in Warrington, as well as bereavement support to those adults and their families. People access our services by means of referral by their GP, Hospital Consultant or Clinical Nurse Specialist. Admission to our services is determined only by clinical and psychosocial need without reference to gender, race or faith.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**(b) Funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. It is aimed that at least nine months' operating costs remain within liquid resources at all times.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**(b) Funds (Continued)**

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial

Endowment funds represent those assets which must be held permanently by the charity, principally investments. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

**(c) Income recognition**

All income is included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

Where practicable, gifts in kind donated for distribution to the beneficiaries of the charity are included in stock and donations in the financial statements upon receipt. If it is impracticable to assess the fair value at receipt or if the costs to undertake such a valuation outweigh any benefits, then the fair value is recognised as a component of donations when it is distributed and an equivalent amount recognised as charitable expenditure.

Gifts in kind donated for resale are included at fair value, being the expected proceeds from sale less the expected costs of sale. Where estimating the fair value is practicable upon receipt it is recognised in stock and 'Income from other trading activities'. Upon sale, the value of the stock is charged against 'Income from other trading activities' and the proceeds are recognised as 'Income from other trading activities'. Where it is impracticable to fair value the items due to the volume of low value items they are not recognised in the financial statements until they are sold. This income is recognised within 'Income from other trading activities'.

Fixed asset gifts in kind are recognised when receivable and are included at fair value. They are not deferred over the life of the asset.

For legacies, when the amount bequeathed can be estimated with sufficient accuracy, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**(c) Income recognition (Continued)**

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Grants from government agencies have been included within grants and government funding where there are no contract for services.

Grants from government agencies where there is a service contract are included as incoming resources from charitable activities.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend and rent income is recognised as the charity's right to receive payment is established.

Gift aid payments from the subsidiary companies is accounted for as a distribution on a receipts basis in accordance with FRS 102.

Other income includes the conversion of endowment funds into income which arises when capital funds are released to an income fund from expendable endowments or when a charity has authority to adopt a total return approach to its permanent endowment fund. It also includes other income such as gains on disposals of tangible

**(d) Expenditure recognition**

All expenditure is accounted for on an accruals basis inclusive of any VAT which cannot be recovered, and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources. Premises overheads have been allocated on a floor area basis. The overheads costs of the central function have been apportioned on an estimated basis of usage by each function. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds includes the lottery prizes, the salaries of the staff who promote fund-raising, direct expenditure including costs of events and an allocation of internal overheads
- Expenditure on charitable activities includes direct staff costs, specific costs where attributable and overheads on a management estimate based either on floor space and/or expected usage. Cost allocation includes an element of judgement as the charity has had to consider the cost benefit of detailed calculations and record
- Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Grants payable to third parties are within the charitable objectives. Where unconditional grants are offered, this is accrued as soon as the recipient is notified of the grant, as this gives rise to a reasonable expectation that the recipient will receive the grants. Where grants are conditional relating to performance then the grant is only accrued when any unfulfilled conditions are outside of the control of the charity.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**(e) Support costs allocation**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

**(f) Tangible fixed assets**

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Freehold land and buildings and leasehold property	2%/20% p.a. straight line
Plant and machinery	7 years straight line
Fixtures and fittings	7 years straight line
Motor vehicles	5 years straight line
Office equipment	5 years straight line

**(g) Pension contributions**

The company makes contributions to three pension schemes, as disclosed in note 28, designed to provide retirement benefits based upon the level of contributions made. The three schemes are the NHS Pension Scheme, St Rocco's Group Pension Plan and the National Employment Savings Scheme. The costs of providing these benefits are charged to the statement of financial activities in the year in which they are incurred.

**(h) Investments**

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains / (losses) on investments' in the SoFA if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

Investments in subsidiaries / joint ventures / associates are measured at cost less impairment.

Current asset investments are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

**(i) Shares in Subsidiary Undertakings**

These are stated at cost at the balance sheet date.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**(j) Stocks**

Items donated for resale in the shops are not included within the financial statements until they are sold. The valuation of donated goods in our shops cannot be measured reliably as the costs outweigh the benefits. It is not practicable to estimate the value of the stock with enough reliability. Therefore, we recognise the value when the goods are sold, not when received. Purchased assets are valued at the lower of cost and net realisable value, after making due allowance for slow-moving and obsolete stock.

**(k) Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**(l) Leases**

Assets acquired under finance leases are capitalised and depreciated over the shorter of the lease term and the expected useful life of the asset. Minimum lease payments are apportioned between the finance charge and the reduction of the outstanding lease liability using the effective interest method. The related obligations, net of future finance charges, are included in creditors.

Rentals payable and receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

**(m) Provisions**

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

**(n) Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

**(o) Going concern**

The group's forecasts and projections, taking account of likely changes in statutory income, donations, legacies, fundraising activities and other income, show that the group should be able to operate with the current levels of reserves it has. The Trustees have a reasonable expectation that the charity and the group have adequate resources to continue in operational existence for the foreseeable future. Thus they continue to adopt the going concern basis of accounting in preparing the annual report and financial statements.

**(p) Critical Accounting Judgements and Key Sources of Estimation Uncertainty**

In the application of the accounting policies, Trustees are required to make judgement, estimates, and assumptions about the carrying value of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affected current and future periods. In the view of the Trustees, there are no critical accounting judgements or key sources of estimation uncertainty.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**2. Income from donations and legacies**

**a) Company**

	Total 31.12.21 £	Total 31.12.20 £
Gifts	798,131	1,018,507
Legacies	476,732	154,931
Total	<u>1,274,863</u>	<u>1,173,438</u>

Income from donations and legacies was £1,274,863 (2020 - £1,137,438) of which £nil (2020 - £nil) was attributable to endowments, £nil (2020 - £nil) was attributable to restricted and £1,274,863 (2020 - £1,173,438) was attributable to unrestricted funds.

**b) Group**

	Total 31.12.21 £	Total 31.12.20 £
Gifts	807,804	1,026,838
Legacies	476,732	154,931
Total	<u>1,284,536</u>	<u>1,181,769</u>

Income from donations and legacies was £1,284,536 (2020 - £1,181,769) of which £nil (2020 - £nil) was attributable to endowments, £nil (2020 - £28,387) was attributable to restricted and £1,284,536 (2020 - £1,153,382) was attributable to unrestricted funds.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**3. Income from Charitable Activities**

	Total 31.12.21 £	Total 31.12.20 £
Contractual payments	1,871,813	2,725,338
Total	<u>1,871,813</u>	<u>2,725,338</u>

Contractual payments represent unrestricted and restricted funds and are the same for both the company and the group.

Income from charitable activities was £1,871,813 (2020 - £2,725,338) of which £nil (2020 - £nil) was attributable endowments, £326,088 (2020 - £736,887) was attributable to restricted and £1,545,725 (2020 - £1,988,452) was attributable to unrestricted funds.

		Unrestricted 31.12.21 £	Restricted 31.12.21 £	Total 31.12.21 £
Warrington CCG	-Service agreement	1,227,744	-	1,227,744
Health Education North West	- Service Increment for Teaching (SIFT)	6,950	-	6,950
Hospice @ Home	- Continuing Health Care	65,263	-	65,263
University of Liverpool	- Medical Students	44,087	-	44,087
Cheshire Community Foundation	Roc-On project	-	9,860	9,860
Long stay patient funding	-Continuing Health Care	12,343	-	12,343
Out of area patients income		189,339	-	189,339
Hospice UK	-NHS England Covid funding	-	316,227	316,227
Information Governance training income		-	-	-
Total		<u>1,545,725</u>	<u>326,088</u>	<u>1,871,813</u>

		Unrestricted 31.12.20 £	Restricted 31.12.20 £	Total 31.12.20 £
Warrington CCG	-Service agreement	1,630,634	-	1,630,634
Health Education North West	- Service Increment for Teaching (SIFT)	22,549	-	22,549
Hospice @ Home	- Continuing Health Care	55,891		55,891
Warrington CCG	- Cancer rehabilitation & Macmillan information and support	-	39,300	39,300
Frailty	-Continuing Health Care	16,638	-	16,638
Long stay patient funding	-Continuing Health Care	10,532	-	10,532
Out of area patients income		251,908	-	251,908
Hospice UK	-NHS England Covid funding	-	697,587	697,587
Information Governance training income		300	-	300
Total		<u>1,988,452</u>	<u>736,887</u>	<u>2,725,339</u>

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**4 Income from other trading activities**

**a) Company**

	Total 31.12.21 £	Total 31.12.20 £
Fundraising Events	335,820	246,708
Other	17,306	17,306
Total	<u>353,126</u>	<u>264,014</u>

Income from other trading activities was £353,126 (2020 - £264,014) of which £nil (2020 - £nil) was attributable to endowments, £nil (2020 - £nil) was attributable to restricted and £353,126 (2020 - £264,014) was attributable to unrestricted funds.

**b) Group**

	Total 31.12.21 £	Total 31.12.20 £
Fundraising Events	336,333	246,402
Sponsorship and Lotteries	491,315	481,981
Sale of Donated and Bought in Goods	502,692	453,515
Other	7,500	7,500
Total	<u>1,337,840</u>	<u>1,189,398</u>

Income from other trading activities was £1,337,840 (2020 - £1,189,398) of which £nil (2020 - £nil) was attributable to endowments, £nil (2020 - £nil) was attributable to restricted and £1,337,840 (2020 - £1,189,398) was attributable to unrestricted funds.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**5 Income from investments**

**a) Company**

		Unrestricted Funds £	Endowment Funds £	Total 31.12.21 £
Listed UK Investments	Note			
Dividend Income		36,450	99	36,549
Short Term Deposit Interest		9,658	-	9,658
		<u>46,108</u>	<u>99</u>	<u>46,207</u>
Gift Aid				
St Rocco's Shops Limited	8	-	-	-
St Rocco's Promotions Limited	8	243,229	-	243,229
		<u>289,336</u>	<u>99</u>	<u>289,435</u>

**b) Group**

		Unrestricted Funds £	Endowment Funds £	Total 31.12.21 £
Listed UK Investments				
Dividend Income		36,450	99	36,549
Short Term Deposit Interest		9,674	-	9,674
		<u>46,124</u>	<u>99</u>	<u>46,223</u>

Investments are held to provide an overall return from both income and capital growth.

**a) Company**

	Note	Unrestricted Funds £	Endowment Funds £	Total 31.12.20 £
Listed UK Investments	Note			
Dividend Income		31,846	105	31,951
Short Term Deposit Interest		22,540	-	22,540
		<u>54,386</u>	<u>105</u>	<u>54,491</u>
Gift Aid				
St Rocco's Shops Limited	8	21,285	-	21,285
St Rocco's Promotions Limited	8	249,445	-	249,445
		<u>325,115</u>	<u>105</u>	<u>325,220</u>

**b) Group**

	Unrestricted Funds £	Endowment Funds £	Total 31.12.20 £
Listed UK Investments			
Dividend Income	31,846	105	31,951
Short Term Deposit Interest	22,688	-	22,688
	<u>54,534</u>	<u>105</u>	<u>54,639</u>

Investments are held to provide an overall return from both income and capital growth.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**6 Other income**

**a) Company**

	Total 31.12.21 £	Total 31.12.20 £
Job Retention Scheme	7,884	22,309
SSP Grant Income	3,355	5,719
Insurance income	255	-
	<u>11,494</u>	<u>28,028</u>

Other income was £11,494 (2020: £28,029) of which £11,239 (2020:£28,029) was attributable to restricted ar  
£nil (2020: £nil) was attributable to unrestricted funds.

**b) Group**

	Total 31.12.21 £	Total 31.12.20 £
Job Retention Scheme	27,451	53,654
SSP Grant Income	3,355	5,719
Insurance income	255	-
Covid Business Rates Support	182,191	163,338
	<u>213,252</u>	<u>222,711</u>
Total	<u>213,252</u>	<u>222,711</u>

Other income was £213,252 (2020: £222,711) of which £11,239 (2020: £28,029) was attributable to restrictec  
£202,013 (2019: £194,682) was attributable to unrestricted.

## 7 Expenditure on raising funds

### a) Company

	Total 31.12.21 £	Total 31.12.20 £
Merchandising and Event Costs	336,122	261,789
Total	<u>336,122</u>	<u>261,789</u>

### b) Group

	Total 31.12.21 £	Total 31.12.20 £
Costs of Selling Donated and Bought in Goods	637,515	669,514
Merchandising and Event Costs	572,180	488,047
Total	<u>1,209,695</u>	<u>1,157,561</u>

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**8 Results from Trading Activities of subsidiaries**

	St Rocco's Shops Ltd	St Rocco's Promotions Ltd	Total 31.12.21	Total 31.12.20
	£	£	£	£
Donations and Gifts	3,805	5,868	9,673	8,211
Merchandising and Events	502,692	491,829	994,521	935,690
Investment Income	-	16	16	148
Other income	196,327	5,431	201,758	194,682
<b>Total Income</b>	<b>702,823</b>	<b>503,143</b>	<b>1,205,968</b>	<b>1,138,731</b>
<b>Total Costs</b>	<b>(683,862)</b>	<b>(232,046)</b>	<b>(915,908)</b>	<b>(915,343)</b>
<b>Net Income Resources for the Year Before Gift Aid</b>	<b>18,962</b>	<b>271,098</b>	<b>290,060</b>	<b>223,388</b>
<b>Gift Aid Payments to St Rocco's Hospice</b>	<b>-</b>	<b>(243,229)</b>	<b>(243,229)</b>	<b>(270,730)</b>
<b>Net Income</b>	<b>18,962</b>	<b>27,869</b>	<b>46,831</b>	<b>(47,342)</b>
<b>Funds Brought Forward at 1 January 2021</b>	<b>66,271</b>	<b>70,090</b>	<b>136,361</b>	<b>183,704</b>
<b>Funds Carried Forward at 31 December 2021</b>	<b>85,233</b>	<b>97,959</b>	<b>183,192</b>	<b>136,362</b>
<b>Total Assets</b>	<b>367,433</b>	<b>179,867</b>	<b>547,300</b>	<b>415,274</b>
<b>Total Liabilities</b>	<b>(282,199)</b>	<b>(81,905)</b>	<b>(364,104)</b>	<b>(278,911)</b>

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**9 Expenditure on Charitable Activities**

	<u>Company</u>								Total 31.12.21
	In-Patients Unit	Vitality Centre	Family Support	Education	Medical Outpatients	Complement'y Therapies	Community Engagement	Specialist Palliative Care Hub	
Salaries and Wages	1,907,233	215,738	99,492	40,320	41,857	101,635	194,881	79,357	2,680,513
Therapists	-	-	-	-	-	255	-	-	255
Education and Training	5,203	4,182	3,987	3,635	493	1,722	675	294	20,191
Medical, Drugs and Other Supplies	56,588	8,048	-	-	2,380	-	-	-	67,016
Provisions and Sundry Equipment	19,539	4,878	1,219	-	-	-	-	-	25,636
Cleaning and Laundry	6,502	3,714	1,094	1,956	204	2,355	-	142	15,967
Water Rates and Refuse	7,970	4,448	1,341	2,397	251	2,887	-	278	19,572
Collection									
Light and Heat	15,240	8,290	2,563	4,585	479	5,520	-	748	37,425
Insurance	11,056	6,557	1,860	3,326	348	4,005	-	-	27,152
Printing, Stationery and Advertising	21,229	11,549	3,571	6,388	667	7,690	-	1,042	52,136
Telephone and Postages	5,660	3,079	952	1,702	178	2,049	-	278	13,898
Computer Expenses	20,467	11,133	3,443	6,157	643	7,414	-	1,005	50,262
Bank and Payroll Preparation	6,827	3,714	1,149	2,054	214	2,473	-	335	16,766
Repairs and Renewals	34,691	18,870	5,837	10,435	1,092	12,566	-	1,702	85,193
Motor and Travel Expenses	2,991	2,991	1,496	-	499	1,496	499	-	9,972
Recruitment and DBS expenses	2,669	1,495	267	-	-	534	267	107	5,339
Professional fees	32,471	10,824							43,295
Miscellaneous Expenses	2,382	1,414	242	-	-	484	242	37	4,801
Depreciation	69,926	44,862	11,018	19,704	2,059	23,722	-	3,216	174,507
	<u>2,230,876</u>	<u>365,786</u>	<u>139,530</u>	<u>102,658</u>	<u>51,364</u>	<u>176,808</u>	<u>196,563</u>	<u>88,540</u>	<u>3,352,127</u>

£319,877 (2020: £754,140) of the above costs were attributable to restricted funds and £3,032,250 (2020: £2,539,309) were attributable to unrestricted funds.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**9 Expenditure on Charitable Activities**

	<u>Company</u>								Total to 31.12.20
	In-Patients Unit	Vitality Centre	Family Support	Education	Medical Outpatients	Complement'y Therapies	Community Engagement	Specialist Palliative Care Hub	
Salaries and Wages	1,854,457	247,661	94,396	22,586	43,706	93,319	205,974	60,101	2,622,200
Therapists	-	-	-	-	-	35	-	-	35
Education and Training	3,302	2,638	3,004	12,181	310	1,090	460	188	23,174
Medical, Drugs and Other Supplies	41,341	6,519	-	-	1,252	-	-	-	49,112
Provisions and Sundry Equipment	14,176	3,780	945	-	-	-	-	-	18,902
Cleaning and Laundry	7,683	4,392	1,293	2,311	242	2,783	-	165	18,869
Water Rates and Refuse	9,687	5,465	1,630	2,914	305	3,509	-	280	23,790
Collection									
Light and Heat	16,191	8,807	2,724	4,871	509	5,865	-	795	39,763
Insurance	8,927	5,292	1,501	2,684	281	3,232	-	-	21,918
Printing, Stationery and Advertising	11,898	6,472	2,002	3,579	374	4,310	-	584	29,220
Telephone and Postages	10,251	5,576	1,724	3,084	322	3,713	-	503	25,175
Computer Expenses	23,660	12,870	3,980	7,118	744	8,570	-	1,162	58,104
Bank and Payroll Preparation	6,627	3,605	1,115	1,994	208	2,401	-	326	16,275
Repairs and Renewals	35,250	19,175	5,930	10,604	1,108	12,769	-	1,731	86,567
Motor and Travel Expenses	2,972	2,972	1,486	-	495	1,486	495	-	9,906
Irrecoverable VAT	-	-	-	-	-	-	-	-	0
Recruitment and DBS expenses	2,055	1,151	206	-	-	411	206	82	4,111
Professional fees	24,571	8,190							32,762
Miscellaneous Expenses	32,971	1,163	199	-	-	398	199	32	34,961
Depreciation	71,574	45,778	11,301	20,210	2,112	24,332	-	3,300	178,606
	<u>2,177,594</u>	<u>391,506</u>	<u>133,435</u>	<u>94,135</u>	<u>51,968</u>	<u>168,224</u>	<u>207,333</u>	<u>69,249</u>	<u>3,293,450</u>

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**9 Expenditure on Charitable Activities**

	<b>Group</b>								Total 31.12.21
	In-Patients Unit	Vitality Centre	Family Support	Education	Medical Outpatients	Complement'y Therapies	Community Engagement	Specialist Palliative Care Hub	
Salaries and Wages	1,891,579	213,977	98,710	40,320	41,857	101,635	193,903	78,966	2,660,947
Therapists	-	-	70	-	-	255	-	-	325
Education and Training	5,203	4,182	3,917	3,636	493	1,722	675	294	20,122
Medical, Drugs and Other Supplies	56,588	8,048	-	-	2,380	-	-	-	67,016
Provisions and Sundry Equipment	19,362	5,656	1,316	-	-	-	-	-	26,334
Cleaning and Laundry	6,502	3,714	1,094	1,956	204	2,355	-	142	15,967
Water Rates and Refuse	11,214	6,372	1,887	3,373	352	4,062	-	278	27,538
Collection									
Light and Heat	15,240	8,290	2,563	4,585	479	5,520	-	748	37,425
Insurance	11,056	6,557	1,860	3,326	348	4,005	-	-	27,152
Printing, Stationery and Advertising	22,390	12,180	3,766	6,737	704	8,111	-	1,099	54,987
Telephone and Postages	5,660	3,078	952	1,702	178	2,049	-	278	13,897
Computer Expenses	20,467	11,133	3,443	6,157	643	7,414	-	1,005	50,262
Bank and Payroll Preparation	6,827	3,713	1,149	2,054	214	2,473	-	335	16,765
Repairs and Renewals	34,691	18,870	5,836	10,435	1,092	12,566	-	1,702	85,192
Motor and Travel Expenses	3,864	3,864	1,932	-	645	1,932	645	-	12,882
Recruitment and DBS expenses	2,669	1,495	267	-	-	534	267	107	5,339
Professional fees	35,284	11,761	-	-	-	-	-	-	47,045
Miscellaneous Expenses	8,532	4,340	730	-	-	1,459	730	37	15,828
(Profit)/ Loss on disposal of fixed assets	3,045	-	-	-	-	-	-	-	3,045
Depreciation	70,536	47,497	10,882	19,459	2,034	23,430	-	3,177	177,015
	<u>2,230,710</u>	<u>374,728</u>	<u>140,375</u>	<u>103,741</u>	<u>51,624</u>	<u>179,523</u>	<u>196,221</u>	<u>88,168</u>	<u>3,365,084</u>

£319,877 (2020: £754,140) of the above costs were attributable to restricted funds and £3,045,207 (2020: £2,517,352) were attributable to unrestricted funds.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**9 Expenditure on Charitable Activities**

	<b>Group</b>								
	In-Patients Unit	Vitality Centre	Family Support	Education	Medical Outpatients	Complement'y Therapies	Community Engagement	Specialist Palliative Care Hub	Total to 31.12.20
Salaries and Wages	1,829,382	244,840	93,142	22,586	43,706	93,319	204,407	59,474	2,590,856
Therapists	-	-	30	-	-	35	-	-	65
Education and Training	3,302	2,638	2,974	12,181	310	1,090	460	188	23,144
Medical, Drugs and Other Supplies	41,341	6,519	-	-	1,252	-	-	-	49,112
Provisions and Sundry Equipment	14,176	3,780	945	-	-	-	-	-	18,902
Cleaning and Laundry	7,683	4,392	1,293	2,311	242	2,783	-	165	18,869
Water Rates and Refuse	9,687	5,465	1,630	2,914	305	3,509	-	280	23,790
Collection									
Light and Heat	16,191	8,807	2,724	4,871	509	5,865	-	795	39,763
Insurance	8,927	5,292	1,501	2,684	281	3,232	-	-	21,918
Printing, Stationery and Advertising	11,898	6,472	2,002	3,579	374	4,310	-	584	29,220
Telephone and Postages	10,251	5,576	1,724	3,084	322	3,713	-	503	25,175
Computer Expenses	23,660	12,870	3,980	7,118	744	8,570	-	1,162	58,104
Bank and Payroll Preparation	6,627	3,605	1,115	1,994	208	2,401	-	326	16,275
Repairs and Renewals	35,250	19,175	5,930	10,604	1,108	12,769	-	1,731	86,567
Motor and Travel Expenses	2,972	2,972	1,486	-	495	1,486	495	-	9,906
Irrecoverable VAT	-	-	-	-	-	-	-	-	-
Recruitment and DBS expenses	2,055	1,151	206	-	-	411	206	82	4,111
Professional fees	29,652	9,884	-	-	-	-	-	-	39,536
Miscellaneous Expenses	32,590	1,163	199	-	-	398	199	32	34,581
(Profit)/ Loss on disposal of fixed assets	-	-	-	-	-	-	-	-	-
Depreciation	72,403	48,513	11,195	20,021	2,092	24,106	-	3,269	181,599
	<b>2,158,051</b>	<b>393,115</b>	<b>132,076</b>	<b>93,949</b>	<b>51,949</b>	<b>167,999</b>	<b>205,768</b>	<b>68,592</b>	<b>3,271,492</b>

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**10 Other expenditure**

**a) Company**

	Total 31.12.21 £	Total 31.12.20 £
Staff costs	11,239	28,029

£11,239 (2020: £28,029) of the above costs were attributable to restricted funds and £nil (2020:£nil) were attributable to unrestricted funds.

Total

**b) Group**

	Total 31.12.21 £	Total 31.12.20 £
Staff costs	30,806	59,373

£11,239 (2020: £28,029) of the above costs were attributable to restricted funds and £19,567 (2020: £31,34) attributable to unrestricted funds.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**11 Support Costs Breakdown by Activity**

**a) Company**

	Basis	31.12.21			31.12.20		
		Fundraising	Charitable	Total	Fundraising	Charitable	Total
		£	£	£	£	£	£
Staff Costs	Actual	-	249,657	249,657	-	293,807	293,807
Education and Training	Space	1,006	1,077	2,083	1,157	1,238	2,395
Cleaning and Laundry	Space	430	461	892	1,072	1,147	2,221
Water Rates & Refuse Collection	Space	979	1,047	2,026	1,190	1,273	2,462
Light and Heat	Space	1,871	2,002	3,872	1,988	2,127	4,114
Insurance	Space	1,371	1,466	2,837	1,096	1,173	2,269
Printing, Stationery and Advertising	Space	2,607	2,789	5,396	1,461	1,563	3,024
Telephone and Postages	Space	695	744	1,439	1,259	1,347	2,606
Computer Expenses	Space	2,513	2,689	5,202	2,905	3,109	6,014
Bank & Payroll Preparation	Space	838	897	1,734	814	871	1,683
Repairs and Renewals	Space	3,781	4,045	7,826	3,850	4,120	7,970
Motor and Travel Expenses	Space	162	172	334	189	200	388
Legal and Professional	Actual	-	20,268	20,268	-	14,310	14,310
Audit Fees	Actual	-	6,785	6,785	-	6,785	6,785
Miscellaneous Expenses	50%	-	2,419	2,419	-	1,990	1,990
		<u>16,252</u>	<u>296,518</u>	<u>312,770</u>	<u>16,980</u>	<u>335,060</u>	<u>352,039</u>

**b) Group**

	Basis	31.12.21			31.12.20		
		Fundraising	Charitable	Total	Fundraising	Charitable	Total
		£	£	£	£	£	£
Staff Costs	Actual	-	249,657	249,657	-	293,807	293,807
Education and Training	Space	1,006	1,077	2,083	1,157	1,238	2,395
Cleaning and Laundry	Space	430	461	892	1,072	1,147	2,221
Water Rates	Space	979	1,047	2,026	1,190	1,273	2,462
Light and Heat	Space	1,871	2,002	3,872	1,988	2,127	4,114
Insurance	Space	1,371	1,466	2,837	1,096	1,173	2,269
Printing, Stationery and Advertising	Space	2,607	2,789	5,396	1,461	1,563	3,024
Telephone and Postages	Space	695	744	1,439	1,259	1,347	2,606
Computer Expenses	Space	2,513	2,689	5,202	2,905	3,109	6,014
Bank & Payroll Preparation	Space	838	897	1,734	814	871	1,683
Repairs and Renewals	Space	3,781	4,045	7,826	3,850	4,120	7,970
Motor and Travel Expenses	Space	162	172	334	189	200	388
Legal and Professional	Actual	-	22,335	22,335	-	14,610	14,610
Audit Fees	Actual	-	8,468	8,468	-	13,259	13,259
Miscellaneous Expenses	50%	-	2,419	2,419	-	1,990	1,990
		<u>16,252</u>	<u>300,268</u>	<u>316,520</u>	<u>16,980</u>	<u>341,834</u>	<u>358,813</u>

**Basis of Allocation**

Cost allocation includes an element of judgement and the charity has had to consider the cost benefit of detailed calculations and record keeping. Bases for calculation include (as applicable):

- specific costs have been attributed where possible
- overheads have been allocated on the basis of floor space and expected usage
- staff and other costs have been attributed on management estimates of usage

**ST. ROCCO'S HOSPICE (Registered number – 01565543)****Notes to the Financial Statements****For the period ended 31 December 2021****12 Governance Costs**

Note	Company		Group	
	Total 31.12.21 £	Total 31.12.20 £	Total 31.12.21 £	Total 31.12.20 £

**Governance costs included in support costs are made up of the following:**

External audit	14	6,785	6,785	8,468	13,259
Trustees' indemnity insurance		594	329	594	329
Legal & professional fees		20,268	14,310	22,335	14,610
		<u>27,647</u>	<u>21,424</u>	<u>31,397</u>	<u>28,198</u>

**13 Net income / (expenditure) for the year**

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

	Total 31.12.21 £	Total 31.12.20 £
Depreciation of tangible fixed assets	194,309	198,953
Auditor's Remuneration	8,468	13,259
Investment manager's costs	11,998	11,331
Operating lease rentals	212,898	201,976
(Profit)/loss on disposal of investments	(52,882)	29,475

**14 Auditor's remuneration**

	Total 31.12.21 £	Total 31.12.20 £
Fees payable to the charity's auditor for the audit of the charity's annual accounts	6,785	6,785
Fees payable to the charity's auditor for other services: Audit of the charity's subsidiaries	1,683	6,474
	<u>8,468</u>	<u>13,259</u>

**ST. ROCCO'S HOSPICE (Registered number – 01565543)****Notes to the Financial Statements****For the period ended 31 December 2021****15 Trustees' and key management personnel remuneration and expenses**

The trustees neither received nor waived any remuneration during the period (2020: £Nil).

The total amount of employee benefits received by key management personnel is £349,174 (2020: £348,098). The Trust considers its key management personnel comprises the Trustees and the Chief Executive Officer, Finance Director, Medical Director and the Income Generation and Marketing Director.

The trustees did not have any expenses reimbursed during the period (2020 - £nil).

	Total 31.12.21	Total 31.12.20
	£	£
Trustees' Indemnity Insurance	594	329

**16 Staff costs and employee benefits**

	Company		Group	
	Total 31.12.21	Total 31.12.20	Total 31.12.21	Total 31.12.20
	£	£	£	£
Wages and Salaries	2,521,405	2,497,896	2,825,877	2,788,186
Social Security Costs	211,563	210,305	231,366	229,206
Pension Costs	156,573	143,466	169,543	155,910
	<u>2,889,541</u>	<u>2,851,667</u>	<u>3,226,786</u>	<u>3,173,302</u>

During the year the Hospice had 1 higher paid employee (2020 - 1) whose emoluments, excluding pension contributions totalled between £60,000 and £70,000 for the year, and 1 higher paid employee (2020- 1) whose emoluments, excluding pension contributions totalled between £80,000 and £90,000.

The average number of employees analysed by function was:

	Company		Group	
	Total 31.12.21	Total 31.12.20	Total 31.12.21	Total 31.12.20
	No.	No.	No.	No.
Charitable Activities	87	82	87	82
Cost of generating funds	7	9	21	26
Support Services	2	2	2	2
Management and Administration of the Charity	14	14	14	14
	<u>110</u>	<u>107</u>	<u>124</u>	<u>124</u>
Part time	87	87	90	90
Full time equivalent	76	75	90	89

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**17 Tangible fixed assets**

**a) Company**

	Leasehold	Fixtures & Fittings	Plant & Equipment	Motor Vehicles	Total
	£	£	£	£	£
Cost or valuation					
At 1/1/21	5,022,565	171,123	672,410	6,224	5,872,322
Additions	-	3,200	55,407		58,607
Disposals/fully written off	-	(2,772)	(76,440)		(79,212)
At 31/12/2021	5,022,565	171,551	651,377	6,224	5,851,717
Depreciation					
At 1/1/21	(1,616,241)	(161,805)	(441,554)	(6,224)	(2,225,824)
Charge for year	(96,753)	(2,763)	(74,957)		(174,473)
Eliminated on disposal/ written off	-	2,772	74,209		76,981
At 31/12/2021	(1,712,994)	(161,796)	(442,302)	(6,224)	(2,323,316)
Net Book Value at 31/12/2021	3,309,571	9,755	209,075	-	3,528,401
Net Book Value at 1/1/21	3,406,324	9,318	230,856	-	3,646,498

**b) Group**

	Leasehold	Fixtures & Fittings	Plant & Equipment	Motor Vehicles	Total
	£	£	£	£	£
Cost or valuation					
At 1/1/21	5,047,897	278,231	706,220	22,479	6,054,827
Additions	-	3,200	55,407		58,607
Disposals/fully written off	(2,234)	(2,772)	(76,440)		(81,446)
At 31/12/2021	5,045,663	278,659	685,187	22,479	6,031,988
Depreciation					
At 1/1/21	(1,625,135)	(189,278)	(472,768)	(20,256)	(2,307,438)
Charge for year	(99,298)	(17,630)	(75,330)	(2,051)	(194,309)
Eliminated on disposal/ written off	1,420	2,772	74,209		78,401
At 31/12/2021	(1,723,013)	(204,136)	(473,889)	(22,307)	(2,423,346)
Net Book Value at 31/12/2021	3,322,650	74,523	211,298	172	3,608,642
Net Book Value at 1/1/21	3,422,762	88,953	233,452	2,223	3,747,389

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**18 Fixed Asset Investments**

	Unrestricted Funds £	Endowment Funds £	Total 2021 £	Total 31.12.20 £
Company and Group UK quoted investments				
At 1/1/21	2,225,627	3,258	2,228,885	2,198,907
Less disposals at opening market value	(859,613)	-	(859,613)	(204,731)
Add acquisitions at cost	1,242,047	-	1,242,047	201,129
Net (losses)/gain on revaluation	153,342	(220)	153,122	33,580
At 31/12/2021	<u>2,761,403</u>	<u>3,038</u>	<u>2,764,441</u>	<u>2,228,885</u>

As at 31 December 2021, the following material investments were included in the portfolio:

	31.12.21 £	31.12.20 £
Baillie Gifford & Co - Japanese W6 Acc	44,419	43,839
Baring Fund Managers Europe Select Trust 1	54,210	48,150
Blackrock Fund Managers-European Dynamic D Acc	71,305	60,171
Croda International	41,897	27,307
Deposits / trading balance @ Tilney	116,173	17,884
ETFs Metal Securities Ltd/ Wisdom Tree	-	50,578
FDDI Ishares Core	100,786	-
FIL Investment Services (UK) Ltd	39,157	38,548
First State Investments (UK) Asia Pacific Leaders	43,090	45,609
Fundrock Partners Limited	38,808	56,006
Gemcap Investment Funds	68,832	-
Hargreaves Lansdown Treasury 0.75% 2023 Gilt	888,158	-
Henderson Global Investors	41,340	54,928
Henderson Smaller Cos Inv Tst	46,645	39,917
Invesco Mgrs per Corp Bond	63,212	65,757
Invesco Physical Gold	48,938	-
Ishares FTSE250 UCITS ETF GBP Dist	53,385	46,875
JP Morgan 1049 FTSE 100/Eurostoxx 50 defensive autocall (9%)	-	58,213
JP Morgan Global Macro Opportunities	46,523	44,162
Loomis Sayles US Equity Leaders	-	113,378
M&G Securities Ltd Corp Bond	59,576	62,189
M&G Securities Ltd UK INFLT	53,996	52,913
Mayfair Capital	53,570	45,277
Murray Income Trust Ord GBP 0.25	41,540	37,648
Ngam Investment Funds (Loomis Sayles)	88,600	-
SSGA SPDR ETFs Europe	92,409	91,644
Threadneedle Investment funds	49,490	-
Treasury 4.5% 2019	-	480,137
	<u>2,246,059</u>	<u>1,581,130</u>
	31.12.21 £	31.12.20 £
Profit/(loss) on disposal of investments	52,882	(29,475)
Net gain/(loss) on revaluation	<u>153,122</u>	<u>33,580</u>
	<u>206,004</u>	<u>4,105</u>

**ST. ROCCO'S HOSPICE (Registered number – 01565543)****Notes to the Financial Statements****For the period ended 31 December 2021****19 Stock**

Stocks included in the group balance sheet comprise goods held for resale.

	Total 31.12.21 £	Total 31.12.20 £
Finished goods	-	429
Total	-	429

Stocks included in the group balance sheet comprise goods held for resale. The valuation of donated goods in shops cannot be measured reliably as the costs outweigh the benefits. It is not practical to estimate the value of the stock with enough reliability. Therefore, we recognise the value when the goods are sold, not when received

**20 Debtors**

	Company		Group	
	31.12.21 £	31.12.20 £	31.12.21 £	31.12.20 £
Amounts owed by group undertakings	34,321	103,646	-	-
Income Tax Recoverable	24,166	29,862	36,398	44,570
Other Debtors	24,123	-	28,659	3,891
Prepayments and Accrued Income	642,569	404,451	691,902	449,992
Trade Debtors	195,804	350,686	46,234	350,686
	<u>920,983</u>	<u>888,645</u>	<u>803,193</u>	<u>849,139</u>

As at the year end, a total of £584,864 (2020 - £334,813) of income has been accrued.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**21 Current Asset Investments**

	Total 31.12.21 £	Total 31.12.20 £
Short term deposits	611,307	610,704
Total	<u>611,307</u>	<u>610,704</u>

**22 Creditors: amounts falling due within one year**

	Company		Group	
	31.12.21 £	31.12.20 £	31.12.21 £	31.12.20 £
Trade Creditors	250,194	295,525	287,460	315,970
Other Taxes and Social Security	53,750	29,803	53,750	29,803
Other Creditors	-	2,984	432	7,737
Accruals and Deferred Income	110,077	132,836	214,305	254,524
Amounts owed to group undertakings	-	-	1,527	-
	<u>414,021</u>	<u>461,148</u>	<u>557,474</u>	<u>608,034</u>

**23 Provisions for Liabilities**

	Company		Group	
	31.12.21 £	31.12.20 £	31.12.21 £	31.12.20 £
Dilapidations provision	-	-	35,770	28,350
	<u>-</u>	<u>-</u>	<u>35,770</u>	<u>28,350</u>

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**24 Fund reconciliation**

**a) Company**

	Balance at 01/01/2021	Income	Expenditure	Transfers	Gains / Losses	Balance at 31/12/2021
	£	£	£	£	£	£
Unrestricted Funds						
General Reserve	6,492,839	3,463,305	(2,060,150)	(1,607,578)	206,224	6,494,640
Designated Fund	1,766,247	-	(1,308,222)	1,625,863	-	2,083,888
	<u>8,259,086</u>	<u>3,463,305</u>	<u>(3,368,372)</u>	<u>18,285</u>	<u>206,224</u>	<u>8,578,528</u>
Endowment Fund	3,258	99	-	(99)	(220)	3,038
	<u>8,262,344</u>	<u>3,463,404</u>	<u>(3,368,372)</u>	<u>18,186</u>	<u>206,004</u>	<u>8,581,566</u>

	Balance at 01/01/2021	Income	Expenditure	Transfers	Gains / Losses	Balance at 31/12/2021
	£	£	£	£	£	£
Restricted funds						
Department Of Health Grant phase 1	471,972	-	-	(12,333)	-	459,639
Department Of Health Grant Grounds	-	-	-	-	-	-
National Health Service England grant IPU	253,143	-	-	(5,853)	-	247,290
The Merseyside Palliative care and training Fund (MPET)	59,057	-	(500)	-	-	58,557
Cancer Rehabilitation Training	100,559	-	(1,820)	-	-	98,739
MacMillian Cancer Information & Support Officer	-	-	-	-	-	-
ICN Training Grant	18,596	-	-	-	-	18,596
Cheshire Community Foundation	-	9,860	(1,330)	-	-	8,530
Vinci UK Foundation	-	-	-	-	-	-
Mersten Foundation	-	-	-	-	-	-
Hospice UK-NHS England Covid funding	-	316,227	(316,227)	-	-	-
Various smaller grants-restricted for Covid costs	-	-	-	-	-	-
Job Retention Scheme	-	7,884	(7,884)	-	-	-
	<u>903,327</u>	<u>333,971</u>	<u>(327,761)</u>	<u>(18,186)</u>	<u>-</u>	<u>891,351</u>

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**24 Fund reconciliation (continued)**

<b>b) Group</b>	Balance at 01/01/2021 £	Income £	Expenditure £	Transfers £	Gains / Losses £	Balance at 31/12/2021 £
<b>Unrestricted Funds</b>						
General Reserve	6,626,194	4,416,238	(2,966,247)	(1,607,578)	206,224	6,674,831
Designated Fund	1,766,247	-	(1,308,222)	1,625,863	-	2,083,888
	<u>8,392,441</u>	<u>4,416,238</u>	<u>(4,274,469)</u>	<u>18,285</u>	<u>206,224</u>	<u>8,758,719</u>
<b>Endowment Fund</b>	3,258	99	-	(99)	(220)	3,038
	<u>8,395,699</u>	<u>4,416,337</u>	<u>(4,274,469)</u>	<u>18,186</u>	<u>206,004</u>	<u>8,761,757</u>
	Balance at 01/01/2021 £	Income £	Expenditure £	Transfers £	Gains / Losses £	Balance at 31/12/2021 £
<b>Restricted funds</b>						
Department Of Health Grant phase 1	471,972	-	-	(12,333)	-	459,639
Department Of Health Grant Grounds	-	-	-	-	-	-
National Health Service England grant IPU	253,143	-	-	(5,853)	-	247,290
The Merseyside Palliative care and training Fund (MPET)	59,057	-	(500)	-	-	58,557
Cancer Rehabilitation Training	100,559	-	(1,820)	-	-	98,739
MacMillian Cancer Information & Support Officer	-	-	-	-	-	-
ICN Training Grant	18,596	-	-	-	-	18,596
Cheshire Community Foundation	-	9,860	(1,330)	-	-	8,530
Vinci UK Foundation	-	-	-	-	-	-
Mersten Foundation	-	-	-	-	-	-
Hospice UK-NHS England Covid funding	-	316,227	(316,227)	-	-	-
Various smaller grants-restricted for Covid costs	-	-	-	-	-	-
Job Retention Scheme	-	7,884	(7,884)	-	-	-
	<u>903,327</u>	<u>333,971</u>	<u>(327,761)</u>	<u>(18,186)</u>	<u>-</u>	<u>891,351</u>

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**ENDOWMENTS FUNDS:**

On 5 September 2005 St. Rocco's Hospice received 1653.880 units of Charinco Common Investment Fund Income from The Sir Frederick Norman's Helping Hand Fund, resulting from its being wound up. The governing document of this fund restricts the charity to only using income from the investment, not the capital transferred. The balance of this fund was £3,137 at 31 December 2021 (2020 - £3,258).

**RESTRICTED FUNDS:**

**The Department of Health "Dignity in Care for Older People"** – A capital grant for £616,650 was received in 2007-08 and expended in 2008-09 for the first phase of expansion of the Hospice. It was used for the enhanced Day Unit and Therapy Suite. The balance of this fund at 31 December 2021 was £471,972 (2020 - £471,972).

**The North Cheshire Integrated Cancer Network Education Fund** - This money is being used for paying for educational events for staff within the network. The balance of the fund at 31 December 2021 was £18,596 (2020 - £18,596).

**The Merseyside Palliative Care and Training Fund (MPET)** – The Hospice has been receiving funds since 2011-12 from Merseyside & Cheshire Cancer Network and NHS England to organise palliative care training for the GPs in the North Cheshire area. This fund is the aggregation of the previous MPET, MPET2, MPET3 and MPET4 funds. The End of Life Partnership is currently evaluating the future use of the funds. During 2021 £500 was spent in relation to the annual subscription for Pallaborative North West. The balance of the fund at 31 December 2021 was £58,057 (2020- £59,057).

**Cancer Rehabilitation Training Fund** – The Hospice received in 2014-15 £6,258 from NHS Warrington CCG to organise local training delivery plan and a further £2,400 for an additional Cancer Rehab Volunteer Event. A further £8,400 was received in 2016-17 to deliver a programme of Education & Workshops. In addition, £10,000 was received in 2017-18 to deliver a programme of Education & Workshops, a further £6,000 to deliver a Conference on Palliative and End of Life Care, and £10,000 to deliver an Enablement Programme for life-limiting illnesses. In 2019, a further £20,000 was received from the CCG for Supporting Delivery of Community Holistic Needs Assessments and Enablement Programme and £6,640 from the CCG for End Of Life Education Programme. In 2020 the Hospice received £20,000 from the CCG for education and training programmes for palliative care and £20,000 for holistic needs assessment supporting people with life limiting illness. In 2021 £1,819 was spent on meeting costs, clothing, and finance costs. The balance of the fund at 31 December 2021 was £98,739 (2020 - £100,599).

**NHS England grant to enable improvements to the physical environment of patients** - a grant of £292,651 was received and expended in 2013-14 for the creation of a communal room, a communication room for patients and their families and the refurbishment of a bathroom in the Inpatients Unit. The balance of the fund at 31 December 2021 was £253,143 (2020 - £253,143).

**Hospice UK - NHS England Covid funding-** St Rocco's Hospice received funding from NHSE through Hospice UK, to provide available bed capacity and utilisation during the Covid-19 crisis and providing community support for people with complex needs. The funding was transferred in 2 phases from April 2020 to March 2021. The total amount transferred over the 12 months period was £964,443. It was solely utilised for the purpose of providing Inpatients beds during the pandemic, helping with capacity in the neighbouring NHS trust. The amount received up to 31 December 2020 was £697,586 and at that date, the balance of the fund was £NIL.

**Cheshire Community Foundation-** Cheshire Community Foundation offered its Main Grants Programme for Warrington Older People. One of the priorities was loneliness and isolation in older people and how we could address that. We applied for a bereavement counsellor and received £9,860 in October 2021, to be spent within 12 months. The balance of the fund at 31 December 2021 was £8,530

**ST. ROCCO'S HOSPICE (Registered number – 01565543)****Notes to the Financial Statements****For the period ended 31 December 2021****DESIGNATED FUNDS:**

As at 31st December 2021, a total amount of £1,837,156 has been designated from unrestricted reserves by the trustees for the following work streams or services:

	01/01/2021	New Designations	Utilised/ Released	31/12/2021
Non commissioned clinical services	1,092,774	1,223,969	(1,138,471)	1,178,272
Strategic Development	342,837	12,849	(91,849)	263,837
Equipment replacement	162,081	-	(13,824)	148,257
Refurbishment	71,116	48,012	(31,128)	88,000
Training & Education	12,403	60,241	(20,124)	52,520
Hospice vehicles renewal	30,000	-	-	30,000
Shops maintenance	55,036	34,060	(12,826)	76,270
Legacy equalisation reserve		246,732		246,732
	<u>1,766,247</u>	<u>1,625,863</u>	<u>(1,308,222)</u>	<u>2,083,888</u>

Non commissioned services	represents the charitable net investment for 5 non-commissioned beds in our Inpatients unit for 2 years and our night sitting service co-ordination.
Strategic development	includes a strategic investment in our Income Generation department for 2 years (now complete), hardware, software & website upgrade, implementation, data transfer & training, MS Office for 3 years, electronic prescribing, HR/Payroll integrated & incident reporting/Risk management systems; provision of management information to improve efficiency and helping more efficient frontline care delivery
Equipment replacement	includes the replacement of our medical equipment (beds, mattresses, pumps, monitors, wheelchairs) and non medical equipment (kitchen, cleaning, shops, vehicles).
Refurbishment	includes general refurbishment, including the kitchen, back courtyard and grounds.
Training & Education	professional and workforce development in support of workforce plan for our skill mix project along with a rolling training programme for nursing
Hospice vehicles renewal	represents the replacement of hospice motor vehicles
Shops maintenance	includes dilapidation costs, maintenance of owned shops, replacement of shops vehicles, trying to increase income
Legacy equalisation	represents a fund made out of excess legacy income over the average of £230k in a period to be released in periods of less than average legacy income. This allows for smoothing the cycle of highly unpredictable and irregular

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**25 Analysis of net assets between funds**

**a) Company**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 31.12.21 £
Tangible Fixed Assets	2,803,288	725,115	-	3,528,403
Investments	2,761,403	-	3,038	2,764,441
Investments in subsidiaries	3,002	-	-	3,002
Current Assets	3,406,672	184,423	-	3,591,095
Current Liabilities	(414,024)	-	-	(414,024)
<b>Total</b>	<b>8,560,341</b>	<b>909,538</b>	<b>3,038</b>	<b>9,472,917</b>

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 31.12.20 £
Tangible Fixed Assets	2,921,382	725,115	-	3,646,497
Investments	2,225,627	-	3,258	2,228,885
Investments in subsidiaries	3,002	-	-	3,002
Current Assets	3,570,224	178,212	-	3,748,436
Current Liabilities	(461,148)	-	-	(461,148)
<b>Total</b>	<b>8,259,087</b>	<b>903,327</b>	<b>3,258</b>	<b>9,165,672</b>

**b) Group**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 31.12.21 £
Tangible Fixed Assets	2,883,529	725,115	-	3,608,644
Investments	2,761,403	-	3,038	2,764,441
Current Assets	3,688,844	184,423	-	3,873,267
Current Liabilities	(557,474)	-	-	(557,474)
Long Term Liabilities	(35,770)	-	-	(35,770)
<b>Total</b>	<b>8,740,532</b>	<b>909,538</b>	<b>3,038</b>	<b>9,653,108</b>

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 31.12.20 £
Tangible Fixed Assets	3,022,275	725,115	-	3,747,390
Investments	2,225,627	-	3,258	2,228,885
Investments in subsidiaries	-	-	-	-
Current Assets	3,780,924	178,212	-	3,959,136
Current Liabilities	(608,034)	-	-	(608,034)
Long Term Liabilities	(28,350)	-	-	(28,350)
<b>Total</b>	<b>8,392,442</b>	<b>903,327</b>	<b>3,258</b>	<b>9,299,027</b>

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**26 Share Capital**

The company is limited by guarantee and has no share capital. The liability of members is limited to the sum of £1 per member.

**27 Reconciliation of net income / (expenditure) to net cash flow from operating activities**

	Group 31.12.21 £	Group 31.12.20 £
Net income / (expenditure) for year	354,083	889,533
Dividends received	(36,549)	(31,951)
Short Term Deposit Interest	(9,674)	(22,688)
Depreciation and impairment of tangible fixed assets	194,309	198,953
(Gains) / losses on investments	(206,004)	(4,105)
(Increase) / decrease in stock	429	-
(Increase) / decrease in debtors	45,946	(271,552)
Increase / (decrease) in creditors/provisions	(43,140)	(135,725)
(Gains) / losses on sale of tangible fixed assets	3,045	-
<b>Net cash flow from operating activities</b>	<b>302,445</b>	<b>622,465</b>

**28 Shares in Subsidiary Companies**

The shares in subsidiary companies are stated at cost of £3,002 (2020 - £3,002) and comprise the following companies:

	Class of Share	31.12.21	31.12.20
St. Rocco's Shops Ltd (Registered number 02484944)			
Number of Shares Held		3,000	3,000
% Shareholding	Ordinary	100%	100%
Net Assets		£85,235	£66,271
Operation of Charity Shops and Merchandising from Fundraising Activities			
St. Rocco's Promotions Ltd (Registered number 03034626)			
Number of Shares Held		2	2
% Shareholding	Ordinary	100%	100%
Net Assets		£97,962	£70,092
Operation of a Lottery			

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**29 Operating Lease Commitments**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	Total 31.12.21	Total 31.12.20
	£	£
Not later than one year	173,527	179,298
Later than one year and not later than five years	522,208	564,208
Later than five years	180,625	279,000
	<u>876,360</u>	<u>1,022,506</u>

**30 Pension Costs**

The Hospice operates three pension schemes:

A defined contribution pension scheme for its employees, where contributions are made at varying rates to Aviva (from 1 April 2020, previously Standard Life Assurance Scheme) and are charged to the Statement of Financial Activities (SoFA) when payable. The contributions to Aviva for the period ended 31 December 2021 were £191,823 (2020: £73,202) The contributions to Standard Life for the period ended 31 December 2021 were £Nil (2020: £17,117) The funds are held separately from those of the charity.

A defined benefit pension scheme for all eligible employees. The assets of the scheme are held separately by the National Health Service Superannuation Scheme.

Contributions to the scheme are charged to the SoFA as these are incurred. This pension scheme does not have a real pension fund but, as a statutory scheme, benefits are fully guaranteed by the Government. Contributions from both members and employers are paid to the Exchequer, which meet the cost of increasing benefits each year by the rate of inflation.

This extra cost is not met by contributions from scheme members and employers. As a result of the nature of the pension scheme, there are no separately identifiable assets and liabilities which can be identified as relating to St Rocco's Hospice. Therefore, as permitted by FRS102, the scheme has been accounted for as a defined benefit scheme.

The contributions to the NHS Superannuation Scheme for the period ended 31 December 2021 were £116,787 (2020: £60,341).

The National Employment Savings Scheme (NEST), a government auto-enrolment workplace pension scheme, is also available for those employees not in either of the two schemes above. NEST is a defined contribution scheme that was created as part of the Government workplace pension reforms under the Pensions Act 2008.

The contributions to NEST for the period ended 31 December 2021 were £Nil (2020: £5,249).

**31 Financial commitments**

Contractual commitments for the acquisition of intangible / tangible fixed assets contracted for but not provided in the financial statements amounted to £nil (2020 - £nil).

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**

**Notes to the Financial Statements**

**For the period ended 31 December 2021**

**32 Related Party Transactions**

**St Rocco's Promotions:**

During the period, St Rocco's Hospice recharged salaries and pension costs amounting to £76,629 (2020 £81,446) to St Rocco's Promotions Limited.

Also, £243,229 (2020 - £249,445) was paid to St Rocco's Hospice under the Gift Aid rules by St Rocco's Promotions Limited.

As at 31 December 2021 £8,943 (2020 - £2,322 owed to) was owed from St Rocco's Promotions Limited to St Rocco's Hospice.

St Rocco's Promotions Limited is a related party by virtue of it being a wholly-owned subsidiary of St Rocco's Hospice.

**St Rocco's Shops Limited:**

During the period, St Rocco's Hospice recharged salaries and pension costs amounting to £260,616 (2020 - £240,189) to St Rocco's Shops Limited.

Also, rent of £9,806 (2020 – £9,806) was charged by St Rocco's Hospice to St Rocco's Shops Limited for the use of property owned by the Hospice.

Also, £0 (2020 - £21,285) was paid to St Rocco's Hospice under the Gift Aid rules by St Rocco's Shops Limited. In addition, a further £119,770 (2020 - £128,220) was received by the Hospice in respect of Gift Aid sales and recoverable income tax on gift aided donations through the Gift Aid scheme.

As at 31 December 2021 £175,485 (2020 - £101,323) was owed by St Rocco's Shops Limited to St Rocco's Hospice.

St Rocco's Shops Limited is a related party by virtue of it being a wholly-owned subsidiary of St Rocco's Hospice.

**ST. ROCCO'S HOSPICE (Registered number – 01565543)**  
**Notes to the Financial Statements**  
**For the period ended 31 December 2021**

**33 Financial instruments**

The carrying amounts of the group financial instruments are as follows:

	Note	31.12.21 £	31.12.20 £
<b>Financial assets</b>			
Measured at fair value through net income:			
Fixed asset listed investments	18	2,764,441	2,228,885
		<u>2,764,441</u>	<u>2,228,885</u>
Debt instruments measured at amortised cost:			
Trade debtors	20	46,234	350,686
Other debtors	20	28,659	3,891
Current investments	21	611,307	610,704
Cash at bank and in hand		2,458,767	2,498,864
		<u>3,144,967</u>	<u>3,464,145</u>
<b>Financial liabilities</b>			
Measured at amortised cost:			
Trade creditors	22	287,460	315,970
Other creditors	22	432	7,737
Accrued expenses	22	214,305	254,524
		<u>502,197</u>	<u>578,231</u>
<b>34 Analysis of reserves</b>			
		<u>Group</u>	
		31.12.21	31.12.20
		£	£
Total Reserves		<u>9,653,109</u>	<u>9,299,027</u>
Less:			
Unrestricted Fixed Assets		(2,883,529)	(3,022,275)
Designated funds		(2,083,888)	(1,766,247)
Restricted funds		(909,538)	(903,327)
Endowment funds		(3,137)	(3,258)
Freely available reserves		<u><u>3,773,017</u></u>	<u><u>3,603,920</u></u>