

REGISTERED COMPANY NUMBER: 01677155 (England and Wales)
REGISTERED CHARITY NUMBER: 513400

**Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2022
for
Wigan and Leigh Hospice**

Xeinadin Audit Limited
Kay Johnson Gee
1 City Road East
Manchester
M15 4PN

Wigan and Leigh Hospice

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for the Year Ended 31 March 2022**

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Wigan and Leigh Hospice
Report of the Trustees
for the Year Ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principal objectives of the charity during the year under review were to promote the relief of suffering in terminal illness by providing direct patient care in inpatient and community settings and indirectly through the provision of advice, education and training to health and social care professionals. These objectives are achieved by the provision of the following services:-

- Inpatient facilities
- Community Nurse Specialist team
- 'Hospice in your Home' community team
- Medical and Nurse-led outpatient clinics
- Wellbeing Services including counselling & complementary therapies
- Bereavement support
- 'Hospice in your Care Home' education service
- Education
- 24-hour Telephone Advice Line for primary and secondary care services

Further support is given to patients, their families and carers in the areas of: -

- Physiotherapy
- Occupational therapy
- Speech & Language therapy
- Dietitian

The mission, vision statement and values of the Hospice as approved by the Board are as follows:

Mission Statement

The Hospice provides high quality, compassionate and cost-effective palliative and end of life care services across Wigan Borough. It serves adult patients and those people most important to them in their own homes and within the Hospice. Working in partnership with other health and social care providers, the Hospice seeks to ensure everyone who needs palliative and end of life care services receives them. The Hospice also shares its expertise through its in-house and outreach education programmes.

Vision Statement

Every adult with palliative and end of life care needs and those people most important to them within the Wigan Borough will receive timely and equitable access to high quality services, delivered by appropriately trained staff and volunteers.

Hospice Values

Compassion, Accessibility, Respect, Excellence.

Voluntary help

The trustees are very grateful to all volunteers who have helped by staffing the shops, carrying out fundraising initiatives, working in the Hospice and various other activities. The public continue to be extremely generous in continuing to support fundraising events and by generous donations made to the Hospice. The accounting treatment of voluntary help and donations of gifts in kind is set out on page 21 in the accounting policies. It is estimated that the value of volunteer help in the period was £750,000 (2020-21 - £900,000).

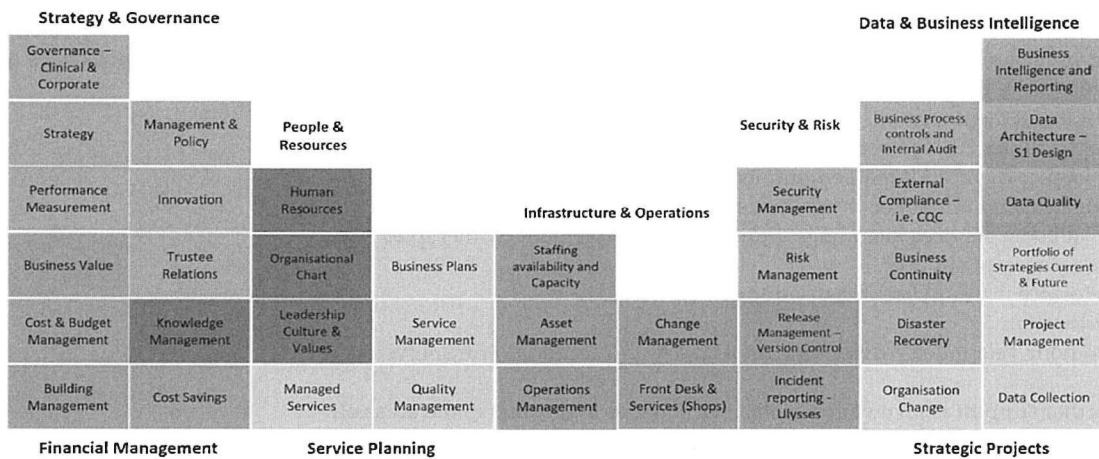
Wigan and Leigh Hospice

**Report of the Trustees
for the Year Ended 31 March 2022**

STRATEGIC REPORT

Achievement and performance

The Hospice has a robust Quality & Governance framework which enables the multi-disciplinary teams to mitigate risk and implement evidence-based practice. A good governance framework is a structure and set of rules that outlines how an organisation is managed and controlled. The Wigan & Leigh Hospice governance framework is built upon underlying principles: accountability, transparency and openness, integrity, stewardship, efficiency, and leadership. The governance framework set out below reflects the interrelated relationships, factors, and other influences upon Wigan & Leigh Hospice.



The following developments, which were included in the Trustees' short to medium term plans, have been achieved during the year: -

- Maintained and updated infection prevention & control procedures in relation to COVID-19 in line with government guidelines (revised the Workplace Policy and Procedure a total of 5 times due to changes in government guidelines)
- Continued to drive improvements through learning from audits, guidance and incidents: Produced 6 monthly Lessons Learned newsletters, providing staff with opportunities to understand and learn from the investigations that have taken place via reporting of incidents and complaints, completed audits on pressure ulcers, patient falls, weekly patient multidisciplinary team meetings, IPU patient risk assessments and the management of diabetes towards the end of life.
- Implemented patient outcome measures for patients admitted to our inpatient unit, bringing it in line with our community services.
- Received 81 responses from patients cared for by our services or those people important to them:
 - 95% responded "definitely" that they would recommend the hospice to other people.
 - 89% strongly agreed they were treated in a sensitive way and with dignity
 - 83% strongly agreed that they were involved enough in decisions made
 - 80% strongly agreed that the information provided was clear and helpful
 - 93% strongly agreed that the staff were caring
- Supported GM Hospice Partnership to constructively engage with Greater Manchester Health and Social Care Partnership as the Integrated Care System is formalised through the creation of a proposal to the Greater Manchester Integrated Care System for sustaining GM Hospices' core & specialist services
- Implemented a single point of access process for all patients requiring palliative and end of life care support in the community
- Daily huddle meetings instigated increasing collaborative working with district nurses, Hospital Specialist Palliative Care Team, Discharge Planning Team and the Clinical Commissioning Group lead.
- Increased the number of patients benefiting from our support by 20% compared to previous year, providing over 5,000 contacts to patients in their own homes

Wigan and Leigh Hospice

Report of the Trustees for the Year Ended 31 March 2022

- Hospice in your Care Home team engaged with the learning disability care settings; providing education, conducting support group meetings
- Appointment of Clinical Educator to develop staff clinical skills and knowledge
- Successful completion of Advance Practitioner programme
- Gradual return of face to face fundraising events, starting with the Christmas Fayre
- Delivery of the hospice's first free will scheme during 'Wills Month' in November.
- Increased the number of lottery plays in the draw by just over 700.
- Developed Clinical Key Performance Indicator dashboard to develop the opportunity for improved analysis
- Successful business case for recurrent funding to expand the hospice education team to become the Borough Wide Palliative and End of Life Care Learning Hub
- Implementation of the revised Risk Management Policy & Procedure, including the Board Assurance Framework
- Implementation of regular staff surveys and a Strategic Workforce Committee
- Recruitment of 4 new trustees to the board
- Implementation of a monthly hospice induction programme
- Review of hospice volunteer training programme
- Implementation of e-prescribing for patients in the community
- ILM training in management and leadership for new managers
- Successful external health & safety audit (compliance rated 77%)
- Implementation of an electronic patient palliative care register that enables community, hospice, GP, hospital and ambulance services access to key patient information
- Completion of remedial fire safety works across five shops
- Implementation of Microsoft 365

Wigan and Leigh Hospice
Report of the Trustees
for the Year Ended 31 March 2022

STRATEGIC REPORT

Financial review

Income generation

In 2021-22, 41% (2020-21: 33%) of the gross income of the Hospice came from charitable donations, fundraising activities and legacies. Gross income from fundraising activities and the Hospice lottery contributed £953,396 (2020-21: £1,018,416).

2021-22 was a year of transition for the Hospice's income generation teams. The year began with COVID restrictions still impacting and preventing the delivery of our usual income activities. Following the success of the Emergency Appeal in 2020-21 we delivered an Urgent Care Appeal which raised £58,651. As the year progressed and restrictions eased, we were able to plan for face-to-face activities, beginning with the Christmas Fayre in December. We also saw more volunteers return to working in the income generation office and the hospice shops.

This year, we aimed to develop our legacy giving, major donors and corporate support. We delivered the hospice's first free will scheme which included focused promotion throughout November. A local solicitor provided will writing free of charge to supporters who registered their interest during the month. We continued to provide stewardship to our major donors, specifically those who had made substantial donations to the Emergency Appeal in 2020. In light of the uncertainty which still surrounded face to face events at the end of 2021, we took the decision to hold a virtual Light for a Life switch on ceremony for the second year. Light for a Life generated £38,566 and 5000 lights generated £7,296.

Towards the end of May 2021, we recommenced face to face canvassing to recruit new lottery players. By the end of the year, the number of plays entering the weekly draw had increased by 707 (9,890 plays in March 2022, compared to 9,183 in April 2021). The overall net income generated by the hospice lottery decreased by £53,295 (£342,421 in 2021-22, compared to £395,716 in 2020-21). This decrease was due to the recommencement of face to face canvassing and its associated upfront commission costs.

Work continued this year with a freelance grants fundraiser, which again has proved successful, raising a total of £73,072 (2020-21: £116,739) across the year, including £21,000 (2020-21: £84,999) of unrestricted funds.

The total turnover from the shops (including online) was £750,641 (2020-21: £188,741) with a surplus of £259,364 (£216,298 deficit 2020-21). The surplus was further boosted by a Wigan Council Restart Grant, which has been included in grant income, in May 2021 totalling £33,907 which was used to help open the shops following the enforced lockdown. The shop workforce is made up almost entirely of volunteers, many of whom have not returned following the pandemic. Work is ongoing to recruit new volunteers which will allow the shops to return to pre-pandemic opening hours.

The Hospice maintains high ethical standards with regard to its fundraising activities and follows the guidance of the Fundraising Regulator, with whom the Hospice is registered. There is a robust complaints procedure in place which is published on the Hospice website and displayed in public areas throughout the Hospice. Any complaints received are thoroughly investigated following an established procedure which would result in lessons learned being implemented where appropriate and action taken following the Hospice disciplinary action should this prove necessary.

The Hospice conducts regular reviews of its fundraising activities and has robust systems of line-management and accountability. The Board can confirm that the Hospice is fully compliant with the regulations contained within the General Data Protection Regulation. A thorough review of all our activities has been conducted and enhanced systems introduced via our fundraising database to ensure that we protect any potential supporters from unreasonable intrusion or undue pressure. We have robust procedure in place to ensure that supporters who no longer wish to receive fundraising information from us can opt out of some or all paper and electronic communication.

Wigan and Leigh Hospice

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STRATEGIC REPORT

Income from donations, gifts and members' subscriptions was £541,684 this year (2020-21: £665,795). Income from legacies has increased to £281,678 (2020-21: £97,877). We are very grateful to those people who have left us a gift in their Will and plan to continue the promotional work around this important income stream in 2022-23.

In relation to income from the Wigan Borough Clinical Commissioning Group (CCG), the Hospice received £1,868,350 (2020-21: £1,766,768). This included the funding of the Community Nursing services, 4 inpatient unit beds and pharmacy cover, along with a one off grant for the commencement of the Single Point of Access project.

All other hospice clinical services are reliant on charitable income. The hospice received from the NHS England COVID-19 fund a total of £1,155,748 to allow the hospice to provide patient care to support the NHSE Covid 19 response.

The Hospice also received £164,102 (2020-21: £194,506) from Wigan Council for the Hospice in your Care Home project and £104,742 (2020-21: £54,560) from Wrightington, Wigan & Leigh NHS Foundation Trust for 2 permanent additional Nurse Specialist posts to enhance access to specialist palliative care services at weekends and public holidays. The trustees are grateful for the support given by NHS England, the CCG, WWL NHS Trust and Wigan Council and recognise the excellent working relationship that exists between the Hospice and these organisations.

Despite our forecasted deficit budget of £847,000 for 2021-22, we have ended the year with a surplus of £695,700. This is due to the generous NHS England funding, a successful business interruption claim of £276,096 for lost income during the enforced lockdown periods, along with further grants from Wigan Council and the CCG. Job Retention Scheme claims of £10,272 were also made during the year.

During the year, the Hospice's cash and investment balances have increased by £187,046 to £4,990,528 (2020-21: £4,803,482).

As the Hospice strives to continue to deliver its services with current pressures on statutory and charitable funding, deficits are expected to return to at least pre-pandemic levels. The executive team continue to hold regular meetings with both the CCG and the Council to advocate for additional support for the Hospice in terms of a fair and sustainable multi-year funding settlement supplemented by additional service-specific contracts.

Work also continues through the Greater Manchester Hospice Partnership, a strategic alliance of seven adult and two children's hospices in Greater Manchester. The alliance employs a project manager, who facilitates our ambition for improved collaboration and a common approach to our negotiations at GM level, which is likely to lead on palliative and end of life commissioning following the implementation of Integrated Care Systems from July 2022.

In the past the difference between surpluses and deficits has often been due to unexpected sources of income such as higher than expected legacy income or one-off grants. When deficits occur, we rely on our reserves to enable us to continue our work. The level of reserves is constantly under review through the Finance Committee. At present, the Hospice continues to operate within its reserves policy which requires these to be maintained at a level that represents a range of between 6 and 12 months running costs.

In the short term, the Coronavirus pandemic has had severe implications on our ability to raise funds. However, we are adapting our income generation work streams to meet with the challenges of this transformed world. The Executive team in conjunction with the Board continue to monitor the financial situation closely to ensure we are fully prepared for what lies ahead. The Board is committed to 'balancing the books' and avoiding large deficits so that the future of the Hospice is not put at risk. Ultimately this can only come about through increasing our income and/or reducing our costs. If the former cannot be achieved, we may be faced with decisions around the contraction of our current range and scope of services.

Wigan and Leigh Hospice
Report of the Trustees
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STRATEGIC REPORT

Financial review

Reserves and investment policy

Under the Memorandum and Articles of Association, the charity has the power to make any investment that the Board of Trustees sees fit. However, funds are invested in line with the reserves and investment policy in order to produce reasonable income and capital appreciation over time. This is achieved by a spread of investments which includes predominantly cash-based deposits and a proportion of equity-based funds.

The Hospice investment policy was reviewed in 2021 by the Board of Trustees. The trustees decided that the recommended proportion of investment funds and equities that can be held at any one time should be no more than 25% and that the general policy should remain one of a cautious approach. The equity-based investments are held in a Discretionary Portfolio managed by Quilter Cheviot Investment Management. The performance of this portfolio is reviewed by the Finance Committee of the Board via half-yearly reports produced by Quilter Cheviot. The performance of these investments is benchmarked with wider market returns.

The like-for-like investment funds, equities and gilts increased in value by £56,887 (2020-21: increase of £254,250).

The Board of Trustees also reviewed the Hospice reserves policy in 2021 which states that the trustees will endeavour to maintain reserves at a level of between 6 and 12 months running costs (excluding the costs of any service which receives 100% statutory funding). The Board consider that this policy on reserves offers some protection to the Hospice from the variability and uncertainty of other income streams, such as legacy income. In the event that reserves reduce to below the minimum as stated above, it also provides time for the ordered restructure of services without putting the organisation in jeopardy.

The freely available reserves of the Hospice increased to £5,853,507 (2020-21: £4,828,164) as detailed in Note 24 to the Accounts. At the current level, the Board feel that they would be able to continue the current activities of the Hospice. The current approach of careful financial management will be maintained.

As part of our commitment to make allowance for the cost of planned maintenance necessary to ensure the quality of our services is maintained, the trustees have designated funds from free reserves. An analysis of the current position regarding designated funds is as follows:

Designated funds used in the current year:	
Dilapidations and refurbishment fund	£3,196
Designated funds for future years:	
Dilapidations and refurbishment fund	£296,804

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Future plans

The pandemic has transformed our lives. There is expected to be substantial rises in demand for palliative and end of life care services with reduced resources and increased costs as we grapple with the enormous consequences of the past few years. In addition, traditional means of income generation for hospices, such as retail and events are likely to remain challenging.

The past year has placed a great strain on the health and social care sector and Wigan and Leigh Hospice is no exception. In addition to the pandemic, the NHS is undergoing a radical transformation, with CCGs to be replaced on 1st July 2022 by Integrated Care Systems (for us, Greater Manchester ICS) and increased place-based collaborative commissioning with local authorities.

It is in this uncertain climate that we continue our recovery from COVID restrictions, negotiate our place in the ICSs and redesign services and income generation models fit for this rapidly evolving world. We must continue to place the needs of our patients and those people important to them at the heart of our plans. However, to achieve this aim we must invest in the business arm of the hospice to redress our structural deficit budget, and our workforce to enable them to adapt and contribute to the complexities of a being a sustainable hospice.

The following are the strategic goals approved during 2022 by the board: -

HOSPICE STRATEGIC GOALS (2019-22)

1. SERVICE DELIVERY: delivering the best possible services for our patients and those most important to them

- 1.1 Maintain the highest achievable quality and value for money across all our existing services
- 1.2 Develop new services to meet emerging needs and local palliative and end of life care priorities
- 1.3 Review and, where necessary, redesign services to maximise outcomes and reach
- 1.4 Foster an evidence-led innovation culture

2. COMMISSIONING: engaging with and responding to the changing commissioning environment

- 2.1 Engage proactively with commissioning bodies (including CCG, Council and GM Health & Social Care Partnership)
- 2.2 Demonstrate the impact of Hospice services through robust data and outcome measures
- 2.3 Develop an understanding of unmet need and our role in meeting this need

3. PARTNERSHIPS: reaching more people through working in partnership

- 3.1 Work with partners across the statutory and voluntary sectors to improve service delivery and community engagement
- 3.2 Improve understanding of palliative and end of life care and the Hospice amongst professionals and the general public
- 3.3 Engage with stakeholder and partner forums to identify and work on shared agendas and priorities
- 3.4 Maintain a leading role in the Greater Manchester Hospice partnership

4. SUSTAINABILITY: ensuring our services are sustainable in the current statutory and charitable environment

- 4.1 Develop strategies to maximise income and encourage volunteering
- 4.2 Develop robust business cases to ensure continued statutory support
- 4.3 Ensure the key messages about hospice care are communicated effectively to all our stakeholders
- 4.4 Ensure the annual budget is aligned to the level of reserves with variances monitored and efficiency savings continually sought
- 4.5 Ensure effective procurement processes that deliver 'value for money' whilst minimising our impact on the environment

Wigan and Leigh Hospice

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for the Year Ended 31 March 2022**

STRATEGIC REPORT

5. GOVERNANCE: ensuring the hospice is compliant and is effectively managing risk.

5.1 Ensure compliance with regulatory standards including the development of appropriate recording and monitoring systems

5.2 Ensure robust systems are in place to enable proper governance and risk management

5.3 Ensure robust financial systems are in place to enable proper accountability and control

6. PEOPLE & INFRASTRUCTURE: ensuring the hospice has a competent and motivated workforce working safely and effectively.

6.1 Recruit, retain, develop, train and support our staff and volunteers

6.2 Develop and sustain an open culture where Hospice values are translated into everyday actions

6.3 Review and implement the maintenance and renewal plan for all buildings and equipment

6.4 Ensure robust systems are in place for health & safety in the Hospice and in our shops

6.5 Develop strategies to ensure effective communication across the Hospice and in its shops.

In the short to medium term therefore, our priorities will be as follows: -

Strategic Goal 1: Delivering the best possible care for our patients and those people important to them

1. All clinical services to implement recovery objectives following the pandemic restrictions

2. Expand the use of electronic systems to improve continuous patient care

3. Utilise outcome measures to evaluate services

4. Mental capacity regulations implemented across Hospice services

5. Increase engagement with Advance Care Planning

Strategic Goal 2: Engaging with and responding to the changing commissioning environment

1. Clinical activity continues to dictate service outcomes

2. Work with evolving Integrated Care Systems to ensure the voice of palliative and end of life patients is heard in as CCGs are stood down and Integrated Care Boards implemented

Strategic Goal 3: Reaching more people through working in Partnership

1. Continue the expansion of the single point of access workstream

2. Work with Healthier Wigan Partnership colleagues to identify rehabilitative needs for people in Wigan with palliative diagnoses and develop proposal for service development

3. Increase public awareness of the Hospice and engagement in future planning

4. Work with the Borough Bereavement Strategy Group to identify gaps in bereavement service provision and develop proposals for service development

Strategic Goal 4: Ensuring our services are sustainable in the current statutory and charitable environment

1. Continuation of online campaigns and return of fundraising events

2. Raise awareness of the benefits and simplicity of leaving the hospice gifts in Wills

3. Continue to increase overall numbers of hospice lottery plays

4. Enable the shop workforce to recover from the impact of the pandemic

5. Develop business intelligence and stewardship programme

6. Develop online presence across key social media mediums

Strategic Goal 5: Ensuring the Hospice is compliant and is managing risk

1. Clinical policies and procedures are updated

2. Continue to drive improvements through learning from audits, guidance and incidents

3. Enhance service user involvement in hospice decision making

Strategic Goal 6: Ensuring the Hospice has a competent and motivated workforce working in a safe and effective environment

1. Implement auto-population of staff rotas

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STRATEGIC REPORT

2. Focus on staff wellbeing through resilience training and introduction of Wellbeing Champions
3. Implement online training for shop volunteers
4. Recruitment into key roles across the workforce.
5. Develop the Wigan Borough Palliative and End of Life Care Learning Hub model
6. Develop and implement new career opportunities within clinical roles
7. Improve wellbeing support systems for clinical staff

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company, incorporated in England and Wales on 10 November 1982, limited by guarantee under clause 6 of its Memorandum of Association. The company has no share capital, being a company limited by guarantee. Liability is limited to £5 for each member in the event of its being wound up. The number of members registered at 31 March 2022 is 57. The charitable company is governed by its Memorandum and Articles of Association. The company was registered as a charity by the Charity Commissioners for all purposes on 8 January 1983 (certificate number 513400).

Recruitment and appointment of Trustees

The Board of Trustees is made up of between seven and fifteen members. They are elected from members of the Hospice Association at its Annual General Meeting. One third of the trustees retire on a rolling basis after three years in office. These members are then eligible for re-election to the Board at the next Annual General Meeting. The Chairman is elected annually by the trustees at their first meeting following the Annual General Meeting. Recruiting and retaining the right trustees is an important aspect of governing the Hospice. It is important that the Board of Trustees has a balance of people with a range of skills and backgrounds who are able to contribute to the governance process.

Organisational structure

The Board of Trustees meets at least four times a year to direct and manage the governance of the Hospice. In addition supplementary 'away days' are held to discuss the broader aspects of Hospice strategy. The trustees have ultimate responsibility for setting the direction of the Hospice and their role is to ensure that the Hospice is financially viable, well run and that it meets the needs for which it was set up. This work includes agreeing the Hospice strategy, service developments and finances. Day to day management is delegated by the Board to the members of the executive team. A number of subcommittees meet on a quarterly basis including Risk & Performance, Audit & Clinical Guidelines, Information Governance, Medicines Management and Finance. All of these committees have trustee membership.

The Board of Trustees considers current initiatives, service developments and strategic issues at its scheduled quarterly Board meetings. Comprehensive written reports are provided by the executive team which are discussed and considered at the meetings.

In addition to the executive team, which consists of the Chief Executive, Clinical Director and Medical Director, a broader senior management team meets regularly. This consists of the executive team members, the Head of Finance & Support Services, Head of Income Generation, Quality & Governance Lead, HR Manager and PR & Communications Lead. Departmental Heads are responsible to the appropriate member of the executive team

Wigan and Leigh Hospice

Report of the Trustees for the Year Ended 31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

New trustees receive a comprehensive induction to acquaint themselves with the Hospice, its aims and objectives and its organisational structure. Hospice UK produce a guide for new trustees and the Charity Commission produce a number of excellent documents for new and existing trustees including 'The essential trustee' guide which explains what is expected of trustees in respect of charity law and how effective governance is best achieved. New trustees are encouraged to meet members of staff within the organisation to gain a wider understanding of the work of the Hospice. The Chief Executive ensures that all trustees are kept up to date with the wider issues around hospice and end of life care through the circulation of key documents. All trustees are encouraged to sign up to the weekly online Leader's Briefing from Hospice UK and to attend relevant training courses as and when these are felt appropriate.

Key management remuneration

Executive team remuneration is agreed by the finance subcommittee in consultation with the Chief Executive and by reference to the annual Hospice Rewards survey facilitated by Hospice UK together with data on salary levels for vacant posts advertised through the hospice network. The salaries currently being paid are commensurate with these roles in similarly sized hospices.

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 this charity provides a public benefit as its principal activity is to provide palliative and end of life care services which seek to enhance the quality of life of individuals living with a life limiting condition through the provision of in-patient, community and day therapy care and through education, training and support within the Hospice and to the wider health and social care economy.

Fundraising standards and GDPR

In 2016 the Fundraising regulator was established and the following year the Fundraising Preference Service was launched to strengthen the system of charity regulation and restore public trust in fundraising. The General Data Protection Regulation also came into force in 2018 and the Hospice established a working party with representatives from all areas of the Hospice and trustee representation to work through the requirements. Systems and processes have been established to ensure compliance. The trustees are satisfied that the Hospice is compliant with these regulations.

Risk management

The executive team and delegated departmental heads conduct quarterly reviews of the major risks to which the Hospice is exposed and systems have been established to mitigate those risks. The Hospice holds quarterly meetings of the Risk & Performance Management Committee which includes all members of the executive team, departmental heads (clinical and non-clinical) and trustees as part of its wider Quality and Governance processes. This committee analyses and responds to risk across a number of domains. Corrective action is taken where appropriate to limit the potential for reoccurrence. A comprehensive Board Assurance Framework is maintained, updated and reviewed by the board quarterly. Internal financial risks are minimised by the implementation of procedures for the authorisation of financial transactions. The hospice is currently undertaking a fraud risk assessment and revising the Counter-fraud, bribery and corruption policy and procedure.

All staff and appropriate volunteers are required to complete annual mandatory training covering health and safety issues such as fire safety, moving and handling, basic food hygiene, equality & diversity and infection control. The Hospice Infection Control Team carries out regular audits and provides more advanced training to clinical staff. The Care Quality Commission monitors the hospice and the Food Standards Agency carry out regular inspections of the Hospice. The CQC carried out its last inspection in 2016 at which the Hospice received an 'Outstanding' rating. The CQC have concluded that the hospice does not require an inspection at this time.

Wigan and Leigh Hospice

**Report of the Trustees
for the Year Ended 31 March 2022**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

01677155 (England and Wales)

Registered Charity number

513400

Registered office

Kildare Street
Hindley
Wigan
Lancashire
WN23HZ

Trustees

P Payne	Chair
P F Carroll	Vice Chair & Honorary Treasurer
D Whittaker	Appointed 08.12.21
A Mortimer	Appointed 08.12.21
S Greenhalgh	Appointed 08.12.21
S Bruton	Appointed 08.12.21
C Morley	Resigned 08.12.21
W Brown	Resigned 08.12.21
M S Evans	Resigned 08.12.21
Dr S E Fisher	
Dr S E Kenward	
J C Law	
D P Mayes	
P R Williams	Resigned 08.12.21

Executive Team

J Carby	Chief Executive
V McLoughlin	Clinical Director
Dr A Murray	Medical Director (employed by Wrightington, Wigan and Leigh NHS Foundation Trust from 1.7.19)

Company Secretary

G Dennett

Auditors

Xeinadin Audit Limited
Kay Johnson Gee
1 City Road East
Manchester
M15 4PN

Bankers

HSBC Bank plc
21 The Grand Arcade
Wigan
Lancashire
WN1 1BH

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for the Year Ended 31 March 2022

Solicitors

Platt & Fishwick
The Old Bank
47 King Street
Wigan
WN1 1DB

Investment Managers

Quilter Cheviot
4th Floor
The Pinnacle
73 King Street
Manchester
M2 4NG

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Wigan and Leigh Hospice for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- 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 charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

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

AUDITORS

The auditors, Xeinadin Audit Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 01.09.22 and signed on the board's behalf by:



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P F Carroll - Trustee

**Report of the Independent Auditors to the Members of
Wigan and Leigh Hospice**

Opinion

We have audited the financial statements of Wigan and Leigh Hospice (the 'charitable company') for the year ended 31 March 2022 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 (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent 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.

**Report of the Independent Auditors to the Members of
Wigan and Leigh Hospice**

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 Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

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 trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

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

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

**Report of the Independent Auditors to the Members of
Wigan and Leigh Hospice**

Our 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 Independent 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.

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

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

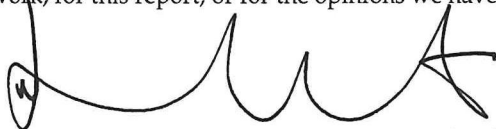
The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud often involves intentional concealment, forgery, collusion, omission or misrepresentation.

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. This description forms part of our Report of the Independent Auditors.

**Report of the Independent Auditors to the Members of
Wigan and Leigh Hospice**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' 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.



Mr Keith Roberts FCA (Senior Statutory Auditor)
for and on behalf of Xeinadin Audit Limited - Statutory Auditor
Kay Johnson Gee
1 City Road East
Manchester
M15 4PN

Date: **07-09-2022**

Wigan and Leigh Hospice

**Statement of Financial Activities
for the Year Ended 31 March 2022**

	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	662,108	161,254	823,362	763,672
Charitable activities					
Grants and Contracts for the provision of care	5	1,912,529	1,338,976	3,251,505	3,949,556
Other trading activities	3	1,980,133	-	1,980,133	1,207,157
Investment income	4	36,430	-	36,430	44,732
Total		4,591,200	1,500,230	6,091,430	5,965,117
EXPENDITURE ON					
Raising funds	6	885,054	-	885,054	688,465
Charitable activities					
Grants and Contracts for the provision of care	7	3,035,843	1,527,157	4,563,000	4,485,766
Total		3,920,897	1,527,157	5,448,054	5,174,231
Net gains on investments		52,324	-	52,324	247,983
NET INCOME/(EXPENDITURE)		722,627	(26,927)	695,700	1,038,869
Transfers between funds	21	121,597	(121,597)	-	-
Net movement in funds		844,224	(148,524)	695,700	1,038,869
RECONCILIATION OF FUNDS					
Total funds brought forward		8,601,137	1,615,450	10,216,587	9,177,718
TOTAL FUNDS CARRIED FORWARD		9,445,361	1,466,926	10,912,287	10,216,587

The notes form part of these financial statements

Wigan and Leigh Hospice

Balance Sheet
31 March 2022

	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	15	3,295,050	1,428,846	4,723,896	4,937,532
Investments	16	<u>1,350,690</u>	-	<u>1,350,690</u>	<u>1,293,803</u>
		4,645,740	1,428,846	6,074,586	6,231,335
CURRENT ASSETS					
Stocks	17	4,235	-	4,235	5,218
Debtors	18	1,479,276	-	1,479,276	705,111
Investments	19	1,052,423	-	1,052,423	1,298,997
Cash at bank		<u>2,536,371</u>	<u>51,044</u>	<u>2,587,415</u>	<u>2,210,682</u>
		5,072,305	51,044	5,123,349	4,220,008
CREDITORS					
Amounts falling due within one year	20	(272,684)	(12,964)	(285,648)	(234,756)
NET CURRENT ASSETS					
		<u>4,799,621</u>	<u>38,080</u>	<u>4,837,701</u>	<u>3,985,252</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>9,445,361</u>	<u>1,466,926</u>	<u>10,912,287</u>	<u>10,216,587</u>
NET ASSETS					
		<u>9,445,361</u>	<u>1,466,926</u>	<u>10,912,287</u>	<u>10,216,587</u>
FUNDS					
Unrestricted funds	21			9,445,361	8,601,137
Restricted funds				<u>1,466,926</u>	<u>1,615,450</u>
TOTAL FUNDS					
				<u>10,912,287</u>	<u>10,216,587</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 07.09.22 and were signed on its behalf by:


P F Carroll - Trustee

The notes form part of these financial statements

Wigan and Leigh Hospice

**Cash Flow Statement
for the Year Ended 31 March 2022**

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	<u>166,167</u>	<u>769,259</u>
Net cash provided by operating activities		<u>166,167</u>	<u>769,259</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(57,073)	(116,312)
Purchase of fixed asset investments		(296,608)	(328,963)
Sale of tangible fixed assets		1,200	3,500
Sale of fixed asset investments		266,020	322,696
Receipts from the sale of investments		-	750,658
Movement in fixed term deposit accounts		272,597	-
Interest received		3,468	12,241
Dividends received		<u>20,962</u>	<u>20,491</u>
Net cash provided by investing activities		<u>210,566</u>	<u>664,311</u>
Change in cash and cash equivalents in the reporting period		376,733	1,433,570
Cash and cash equivalents at the beginning of the reporting period		<u>2,210,682</u>	<u>777,112</u>
Cash and cash equivalents at the end of the reporting period		<u><u>2,587,415</u></u>	<u><u>2,210,682</u></u>

The notes form part of these financial statements

Wigan and Leigh Hospice

**Notes to the Cash Flow Statement
for the Year Ended 31 March 2022**

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022	2021
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	695,700	1,038,869
Adjustments for:		
Depreciation charges	265,367	278,711
Gain on investments	(52,324)	(247,983)
Loss/(profit) on disposal of fixed assets	4,142	(1,064)
Interest received	(3,468)	(12,241)
Dividends received	(20,962)	(20,491)
Decrease in stocks	983	976
Increase in debtors	(774,165)	(265,837)
Increase/(decrease) in creditors	<u>50,894</u>	<u>(1,681)</u>
Net cash provided by operations	<u><u>166,167</u></u>	<u><u>769,259</u></u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.21	Cash flow	At 31.3.22
	£	£	£
Net cash			
Cash at bank	<u>2,210,682</u>	<u>376,733</u>	<u>2,587,415</u>
	<u>2,210,682</u>	<u>376,733</u>	<u>2,587,415</u>
Liquid resources			
Current asset investments	<u>1,298,997</u>	<u>(246,574)</u>	<u>1,052,423</u>
	<u>1,298,997</u>	<u>(246,574)</u>	<u>1,052,423</u>
Total	<u><u>3,509,679</u></u>	<u><u>130,159</u></u>	<u><u>3,639,838</u></u>

The notes form part of these financial statements

Wigan and Leigh Hospice

Notes to the Financial Statements for the Year Ended 31 March 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

Income

All incoming resources are 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 expenditure.

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'.

For legacies, 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.

Wigan and Leigh Hospice

Notes to the Financial Statements - continued for the Year Ended 31 March 2022

1. ACCOUNTING POLICIES - continued

Income

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.

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes dividends, interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. 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.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost 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 resources.

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 at the following annual rates in order to write off each asset over its estimated useful life.

Freehold Property	-2% on cost
Short leasehold property	-2% on cost
Fixtures, fittings and equipment	-12.5% on cost
Groundworks	-12.5% on cost
Computer hardware and software	-25% on cost
Motor vehicles	-25% on reducing balance

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Cost is calculated using the first-in, first-out formula.

Taxation

As a registered charity the company is not liable to corporation tax on its income.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

1. ACCOUNTING POLICIES - continued

Fund accounting

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds are unrestricted funds earmarked by the Board of Trustees for particular purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Unless stated otherwise in the notes to the financial statements, income and expenditure is unrestricted.

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.

Investments in subsidiaries 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.

Hire purchase and leasing commitments

Rentals applicable to leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

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.

Employee benefits

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates defined contribution and stakeholder pension plans for the benefit of its employees. Contributions are expensed as they become payable.

Judgements and key sources of estimation uncertainty

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments.

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

1. ACCOUNTING POLICIES - continued

Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to continue as a going concern.

2. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	541,489	665,755
Legacies	281,678	97,877
Member's subscriptions	<u>195</u>	<u>40</u>
	<u>823,362</u>	<u>763,672</u>

3. OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Fundraising events	405,206	489,408
Charity shops	750,641	188,741
Lottery income	548,190	529,008
Proceeds of business interruption insurance	<u>276,096</u>	<u>-</u>
	<u>1,980,133</u>	<u>1,207,157</u>

4. INVESTMENT INCOME

	2022	2021
	£	£
Rents received	12,000	12,000
Dividends	20,962	20,491
Deposit account interest	<u>3,468</u>	<u>12,241</u>
	<u>36,430</u>	<u>44,732</u>

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2022 £	2021 £
Wigan Borough Clinical Commissioning Group	Grants and Contracts for the provision of care	1,868,350	1,766,768
Covid Grant Income	Grants and Contracts for the provision of care	1,217,913	1,968,216
Education Fees income	Grants and Contracts for the provision of care	1,140	(2,275)
Hospice in your Care Home	Grants and Contracts for the provision of care	164,102	194,506
Macmillan 7 Day Service Project income	Grants and Contracts for the provision of care	-	22,341
		<u>3,251,505</u>	<u>3,949,556</u>

Income from charitable activities was £3,251,505 (2021: £3,949,556) of which £1,338,976 (2021: £1,688,487) was attributable to restricted funds and £1,912,529 (2021: £2,261,069) was attributable to unrestricted funds.

6. RAISING FUNDS

Raising donations and legacies

	2022 £	2021 £
Fund raising costs	171,611	135,910
Shop operating costs	491,277	405,039
Lottery operation costs	<u>205,769</u>	<u>133,292</u>
	<u>868,657</u>	<u>674,241</u>

Included within fund raising costs are wages costs of £104,477 (2021 - £77,761).

Included within shop operating costs are wages costs of £142,336 (2021 - £154,795).

Included within lottery operation costs are wages costs of £19,526 (2021 - £20,451).

Investment management costs

	2022 £	2021 £
Portfolio management	<u>16,397</u>	<u>14,224</u>
Aggregate amounts	<u>885,054</u>	<u>688,465</u>

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 8) £
Grants and Contracts for the provision of care	<u><u>4,563,000</u></u>

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2022 £	2021 £
Staff costs	3,527,351	3,483,612
Travel costs	29,222	23,209
Insurance	44,333	42,100
Rates, light and heat	76,921	55,633
Telephone	25,315	27,731
Postage, stationery & printing	34,299	28,274
Laundry	5,232	13,991
Sundry expenses	9,669	8,682
Medical supplies	52,824	50,785
Catering	34,648	23,890
Cleaning	141,732	112,644
Repairs and renewals	96,221	111,426
Recruitment costs	6,549	5,715
Bank charges	7,654	6,462
Education and training	17,768	8,115
Drugs costs	87,908	102,584
Computer consumables & website	67,403	77,790
Subscriptions and journals	10,482	6,099
Legal fees	24,293	26,426
Auditor's remuneration	13,000	13,000
Development costs	17,136	10,553
Depreciation	228,898	248,109
Loss on sale of assets	<u>4,142</u>	<u>(1,064)</u>
	<u><u>4,563,000</u></u>	<u><u>4,485,766</u></u>

9. NET INCOME/(EXPENDITURE)

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

	2022 £	2021 £
Depreciation - owned assets	265,367	278,711
(Deficit)/surplus on disposal of fixed assets	<u><u>4,142</u></u>	<u><u>(1,064)</u></u>

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

11. STAFF COSTS

	31.03.22	31.03.21
	£	£
Wages and salaries	3,225,657	3,127,406
Social security costs	265,135	260,634
Other pension costs	302,898	348,578
	<u>3,793,690</u>	<u>3,736,618</u>

The average monthly head count was 120 staff (2021: 121 staff) and the average number of whole time equivalent employees during the period was as follows:

	31.03.22	31.03.21
Clinical services	68	70
Support services	6	6
Income generation	8	6
Administration	14	14
	<u>96</u>	<u>96</u>

The number of employees who received total employee benefits of more than £60,000 per annum is as follows:

	31.03.22	31.03.21
£60,001-£70,000	2	1
£70,000-£80,000	1	1

The key management personnel of the charity during the year comprised the trustees, the Chief Executive Officer, the Clinical Director and the Consultant Medical Director. The employee benefits of key management personnel of the charity was £165,302 (2021: £167,866).

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	630,832	132,840	763,672
Charitable activities			
Grants and Contracts for the provision of care	2,261,069	1,688,487	3,949,556
Other trading activities	1,207,157	-	1,207,157
Investment income	<u>44,732</u>	<u>-</u>	<u>44,732</u>
Total	4,143,790	1,821,327	5,965,117
EXPENDITURE ON			
Raising funds	688,465	-	688,465
Charitable activities			
Grants and Contracts for the provision of care	2,647,356	1,838,410	4,485,766
Total	3,335,821	1,838,410	5,174,231
Net gains on investments	<u>247,983</u>	<u>-</u>	<u>247,983</u>
NET INCOME/(EXPENDITURE)	1,055,952	(17,083)	1,038,869
RECONCILIATION OF FUNDS			
Total funds brought forward	7,545,185	1,632,533	9,177,718
TOTAL FUNDS CARRIED FORWARD	<u><u>8,601,137</u></u>	<u><u>1,615,450</u></u>	<u><u>10,216,587</u></u>

13. SUPPORT COSTS

Support costs incurred in the year in relation to charitable activities were as follows:

	31.3.22 £	31.3.21 £
Staff costs	309,729	289,285
Postage, stationery and printing	10,290	8,482
Telephone	7,595	8,319
Rates, light and heat	9,757	8,547
Recruitment	1,965	1,715
Cleaning	21,557	16,895
Insurance	6,650	6,315

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

13. SUPPORT COSTS - continued

Sundries	706	773
Repairs and maintenance	14,400	16,193
Professional fees	48,644	43,441
Audit fees	13,000	13,000
	444,293	412,965

14. GOVERNANCE COSTS

	31.3.22	31.3.21
	£	£
Professional fees	1,933	1,933
Audit fees	13,000	13,000
	14,933	14,933

15. TANGIBLE FIXED ASSETS

	Freehold property £	Short leasehold £	Fixtures and fittings £	Motor vehicles £	Totals £
COST					
At 1 April 2021	678,261	5,474,990	2,141,785	77,974	8,373,010
Additions	-	3,000	54,073	-	57,073
Disposals	-	-	(12,419)	(9,950)	(22,369)
	678,261	5,477,990	2,183,439	68,024	8,407,714
DEPRECIATION					
At 1 April 2021	84,128	1,593,836	1,689,224	68,290	3,435,478
Charge for year	13,564	111,512	137,870	2,421	265,367
Eliminated on disposal	-	-	(7,762)	(9,265)	(17,027)
	97,692	1,705,348	1,819,332	61,446	3,683,818
NET BOOK VALUE					
At 31 March 2022	580,569	3,772,642	364,107	6,578	4,723,896
At 31 March 2021	594,133	3,881,154	452,561	9,684	4,937,532

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

16. FIXED ASSET INVESTMENTS

	Shares in group undertakings £	Listed investments £	Totals £
MARKET VALUE			
At 1 April 2021	2	1,293,801	1,293,803
Additions	-	296,608	296,608
Disposals	(2)	(279,274)	(279,276)
Revaluations	-	39,555	39,555
	-	1,350,690	1,350,690
NET BOOK VALUE			
At 31 March 2022	-	1,350,690	1,350,690
At 31 March 2021	2	1,293,801	1,293,803

There were no investment assets outside the UK.

Cost or valuation at 31 March 2022 is represented by:

	Listed investments £
Valuation in 2022	1,350,690

The company's investments at the balance sheet date in the share capital of companies include the following:

Wigan and Leigh Hospice Trading Company Limited

Registered office: Kildare Street, Hindley, Wigan, Greater Manchester, WN2 3HZ

Nature of business: Dormant company

	%			
Class of share:	holding			
Ordinary	100			
		2022	2021	
		£	£	
Aggregate capital and reserves		-	2	

Wigan and Leigh Hospice

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

17. STOCKS		
	2022	2021
	£	£
Stocks	<u>4,235</u>	<u>5,218</u>
18. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
	2022	2021
	£	£
Trade debtors	194,768	81,991
Other debtors	11,439	13,120
Prepayments and accrued income	<u>1,273,069</u>	<u>610,000</u>
	<u>1,479,276</u>	<u>705,111</u>
19. CURRENT ASSET INVESTMENTS		
	2022	2021
	£	£
Fixed Term Deposits	<u>1,052,423</u>	<u>1,298,997</u>
20. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
	2022	2021
	£	£
Trade creditors	68,970	78,751
Amounts owed to group undertakings	-	2
Accrued expenses	104,960	62,177
Other creditors	48,319	25,062
Deferred income	<u>63,399</u>	<u>68,764</u>
	<u>285,648</u>	<u>234,756</u>

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

21. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	8,601,137	722,627	121,597	9,445,361
Restricted funds				
DoH Capital Grant Funding	41,170	(1,832)	-	39,338
Hospice in your Care Home	121,321	276	(121,597)	-
NHS Health Education MPET funding	255	-	-	255
Building Fund- annexe	252,419	(7,043)	-	245,376
Building Fund-inpatient unit	135,806	(3,831)	-	131,975
Creative Arts Therapy Centre fund	14,738	(400)	-	14,338
NHS England Capital Grant- Woodview Centre	425,850	(10,200)	-	415,650
NHS England Capital Grant- Inpatient Unit	549,000	(12,000)	-	537,000
Macmillan 7 Day Service Project	20,975	-	-	20,975
Amberswood Garden Project	2,273	(454)	-	1,819
Hospital Saturday Fund	1,500	(250)	-	1,250
Westfield Health	7,341	1,576	-	8,917
Edward Gosling Foundation	3,581	(597)	-	2,984
Wolfson Foundation	12,374	(2,063)	-	10,311
W G Edwards Charitable Foundation	2,231	-	-	2,231
Morrisons Foundation	13,430	(1,919)	-	11,511
D'Oyly Carte Charitable Trust	2,138	-	-	2,138
Bents & Bongs	2,170	(310)	-	1,860
National Lottery	3,971	2,510	-	6,481
Duchy of Lancaster	-	1,750	-	1,750
Screwfix Foundation	2,907	(415)	-	2,492
Skipton	-	1,400	-	1,400
Hedley Foundation	-	2,625	-	2,625
Manchester Guardian Society	-	3,200	-	3,200
Skelton Charity	-	1,050	-	1,050
	<u>1,615,450</u>	<u>(26,927)</u>	<u>(121,597)</u>	<u>1,466,926</u>
TOTAL FUNDS	<u>10,216,587</u>	<u>695,700</u>	<u>-</u>	<u>10,912,287</u>

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

21. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	4,591,200	(3,920,897)	52,324	722,627
Restricted funds				
DoH Capital Grant Funding	-	(1,832)	-	(1,832)
Hospice in your Care Home	165,243	(164,967)	-	276
Building Fund- annexe	-	(7,043)	-	(7,043)
Building Fund-inpatient unit	-	(3,831)	-	(3,831)
Creative Arts Therapy Centre fund	-	(400)	-	(400)
NHS England Capital Grant- Woodview Centre	-	(10,200)	-	(10,200)
NHS England Capital Grant- Inpatient Unit	-	(12,000)	-	(12,000)
Amberswood Garden Project	-	(454)	-	(454)
Hospital Saturday Fund	1,695	(1,945)	-	(250)
Westfield Health	2,800	(1,224)	-	1,576
Edward Gosling Foundation	-	(597)	-	(597)
Wolfson Foundation	-	(2,063)	-	(2,063)
Morrisons Foundation	-	(1,919)	-	(1,919)
Bents & Bongs	-	(310)	-	(310)
National Lottery	6,482	(3,972)	-	2,510
Duchy of Lancaster	2,000	(250)	-	1,750
NHS England	1,155,748	(1,155,748)	-	-
Screwfix Foundation	-	(415)	-	(415)
IPC Fund	17,986	(17,986)	-	-
WWL Funding	104,742	(104,742)	-	-
Skipton	1,600	(200)	-	1,400
Hedley Foundation	3,000	(375)	-	2,625
Manchester Guardian Society	3,200	-	-	3,200
Single Point of Access	30,096	(30,096)	-	-
Skelton Charity	1,200	(150)	-	1,050
NHS E-Prescribing Project	4,438	(4,438)	-	-
	<u>1,500,230</u>	<u>(1,527,157)</u>	<u>-</u>	<u>(26,927)</u>
TOTAL FUNDS	<u><u>6,091,430</u></u>	<u><u>(5,448,054)</u></u>	<u><u>52,324</u></u>	<u><u>695,700</u></u>

Wigan and Leigh Hospice

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

21. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	7,545,185	1,055,952	8,601,137
Restricted funds			
DoH Capital Grant Funding	43,185	(2,015)	41,170
Hospice in your Care Home	124,834	(3,513)	121,321
NHS Health Education MPET funding	-	255	255
Building Fund- annexe	259,462	(7,043)	252,419
Building Fund-inpatient unit	139,637	(3,831)	135,806
Creative Arts Therapy Centre fund	15,138	(400)	14,738
NHS England Capital Grant- Woodview Centre	436,050	(10,200)	425,850
NHS England Capital Grant- Inpatient Unit	561,000	(12,000)	549,000
Macmillan 7 Day Service Project	-	20,975	20,975
Amberswood Garden Project	2,727	(454)	2,273
Hospital Saturday Fund	1,750	(250)	1,500
Westfield Health	9,297	(1,956)	7,341
Edward Gosling Foundation	4,298	(717)	3,581
Albert Hunt Trust	1,000	(1,000)	-
Wolfson Foundation	14,437	(2,063)	12,374
W G Edwards Charitable Foundation	2,231	-	2,231
Morrison's Foundation	15,349	(1,919)	13,430
D'Oyly Carte Charitable Trust	2,138	-	2,138
Bents & Bongs	-	2,170	2,170
National Lottery	-	3,971	3,971
Screwfix Foundation	-	2,907	2,907
	<u>1,632,533</u>	<u>(17,083)</u>	<u>1,615,450</u>
TOTAL FUNDS	<u>9,177,718</u>	<u>1,038,869</u>	<u>10,216,587</u>

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

21. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	4,143,790	(3,335,821)	247,983	1,055,952
Restricted funds				
DoH Capital Grant Funding	-	(2,015)	-	(2,015)
Hospice in your Care Home	192,231	(195,744)	-	(3,513)
NHS Health Education MPET funding	-	255	-	255
Building Fund- annexe	-	(7,043)	-	(7,043)
Building Fund-inpatient unit	-	(3,831)	-	(3,831)
Creative Arts Therapy Centre fund	-	(400)	-	(400)
NHS England Capital Grant- Woodview Centre	-	(10,200)	-	(10,200)
NHS England Capital Grant- Inpatient Unit	-	(12,000)	-	(12,000)
Macmillan 7 Day Service Project	22,341	(1,366)	-	20,975
Amberswood Garden Project	-	(454)	-	(454)
Hospital Saturday Fund	-	(250)	-	(250)
Westfield Health	(732)	(1,224)	-	(1,956)
Edward Gosling Foundation	(120)	(597)	-	(717)
Albert Hunt Trust	-	(1,000)	-	(1,000)
Wolfson Foundation	-	(2,063)	-	(2,063)
Morrisons Foundation	-	(1,919)	-	(1,919)
Bents & Bongs	3,574	(1,404)	-	2,170
BUPA	1,800	(1,800)	-	-
National Lottery	9,829	(5,858)	-	3,971
Health Education England	15,404	(15,404)	-	-
Duchy of Lancaster	2,000	(2,000)	-	-
NHS England	1,453,993	(1,453,993)	-	-
Family Welfare Trust	1,200	(1,200)	-	-
Screwfix Foundation	3,322	(415)	-	2,907
Garfield Weston	25,000	(25,000)	-	-
Oak Centre	17,003	(17,003)	-	-
IPC Fund	19,922	(19,922)	-	-
WWL Funding	54,560	(54,560)	-	-
	<u>1,821,327</u>	<u>(1,838,410)</u>	<u>-</u>	<u>(17,083)</u>
TOTAL FUNDS	<u>5,965,117</u>	<u>(5,174,231)</u>	<u>247,983</u>	<u>1,038,869</u>

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

21. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	7,545,185	1,778,579	121,597	9,445,361
Restricted funds				
DoH Capital Grant Funding	43,185	(3,847)	-	39,338
Hospice in your Care Home	124,834	(3,237)	(121,597)	-
NHS Health Education MPET funding	-	255	-	255
Building Fund- annexe	259,462	(14,086)	-	245,376
Building Fund-inpatient unit	139,637	(7,662)	-	131,975
Creative Arts Therapy Centre fund	15,138	(800)	-	14,338
NHS England Capital Grant- Woodview Centre	436,050	(20,400)	-	415,650
NHS England Capital Grant- Inpatient Unit	561,000	(24,000)	-	537,000
Macmillan 7 Day Service Project	-	20,975	-	20,975
Amberswood Garden Project	2,727	(908)	-	1,819
Hospital Saturday Fund	1,750	(500)	-	1,250
Westfield Health	9,297	(380)	-	8,917
Edward Gosling Foundation	4,298	(1,314)	-	2,984
Albert Hunt Trust	1,000	(1,000)	-	-
Wolfson Foundation	14,437	(4,126)	-	10,311
W G Edwards Charitable Foundation	2,231	-	-	2,231
Morrisons Foundation	15,349	(3,838)	-	11,511
D'Oyly Carte Charitable Trust	2,138	-	-	2,138
Bents & Bongs	-	1,860	-	1,860
National Lottery	-	6,481	-	6,481
Duchy of Lancaster	-	1,750	-	1,750
Screwfix Foundation	-	2,492	-	2,492
Skipton	-	1,400	-	1,400
Hedley Foundation	-	2,625	-	2,625
Manchester Guardian Society	-	3,200	-	3,200
Skelton Charity	-	1,050	-	1,050
	<u>1,632,533</u>	<u>(44,010)</u>	<u>(121,597)</u>	<u>1,466,926</u>
TOTAL FUNDS	<u><u>9,177,718</u></u>	<u><u>1,734,569</u></u>	<u><u>-</u></u>	<u><u>10,912,287</u></u>

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

21. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	8,734,990	(7,256,718)	300,307	1,778,579
Restricted funds				
DoH Capital Grant Funding	-	(3,847)	-	(3,847)
Hospice in your Care Home	357,474	(360,711)	-	(3,237)
NHS Health Education MPET funding	-	255	-	255
Building Fund- annexe	-	(14,086)	-	(14,086)
Building Fund-inpatient unit	-	(7,662)	-	(7,662)
Creative Arts Therapy Centre fund	-	(800)	-	(800)
NHS England Capital Grant- Woodview Centre	-	(20,400)	-	(20,400)
NHS England Capital Grant- Inpatient Unit	-	(24,000)	-	(24,000)
Macmillan 7 Day Service Project	22,341	(1,366)	-	20,975
Amberswood Garden Project	-	(908)	-	(908)
Hospital Saturday Fund	1,695	(2,195)	-	(500)
Westfield Health	2,068	(2,448)	-	(380)
Edward Gosling Foundation	(120)	(1,194)	-	(1,314)
Albert Hunt Trust	-	(1,000)	-	(1,000)
Wolfson Foundation	-	(4,126)	-	(4,126)
Morrisons Foundation	-	(3,838)	-	(3,838)
Bents & Bongs	3,574	(1,714)	-	1,860
BUPA	1,800	(1,800)	-	-
National Lottery	16,311	(9,830)	-	6,481
Health Education England	15,404	(15,404)	-	-
Duchy of Lancaster	4,000	(2,250)	-	1,750
NHS England	2,609,741	(2,609,741)	-	-
Family Welfare Trust	1,200	(1,200)	-	-
Screwfix Foundation	3,322	(830)	-	2,492
Garfield Weston	25,000	(25,000)	-	-
Oak Centre	17,003	(17,003)	-	-
IPC Fund	37,908	(37,908)	-	-
WWL Funding	159,302	(159,302)	-	-
Skipton	1,600	(200)	-	1,400
Hedley Foundation	3,000	(375)	-	2,625
Manchester Guardian Society	3,200	-	-	3,200
Single Point of Access	30,096	(30,096)	-	-
Skelton Charity	1,200	(150)	-	1,050
NHS E-Prescribing Project	4,438	(4,438)	-	-
	<u>3,321,557</u>	<u>(3,365,567)</u>	<u>-</u>	<u>(44,010)</u>
TOTAL FUNDS	<u>12,056,547</u>	<u>(10,622,285)</u>	<u>300,307</u>	<u>1,734,569</u>

Wigan and Leigh Hospice

Notes to the Financial Statements - continued for the Year Ended 31 March 2022

21. MOVEMENT IN FUNDS - continued

Unrestricted funds hold incoming resources for the general purpose of the charity, to be spent within its objects; the balance at the period end £8,642,414 (2021 - £8,601,137) represents the net assets of the fund.

Restricted funds hold grants and other income given for specific purposes. The balance at the year end represents the net assets of the fund.

Department of Health Capital Grant Funding - This is a contribution from the Department of Health under its programme to enhance the hospice environment for patients and carers.

Hospice in your Care Home - This is a contribution from the Wigan & District Cancer Research Committee and Wigan Council to fund a pilot project offering ongoing practical advice and support in eight nursing homes across the Borough.

NHS Health Education England MPET funding - These are contributions from NHS Health Education England (MPET monies) to fund training for staff in Care Homes and GP practices.

Building Fund annexe - This is a contribution from Ashton, Leigh and Wigan PCT and The Big Lottery Fund to assist with the build of the new annexe.

Building Fund inpatient unit and Creative Arts Therapy Centre Fund are contributions from the Department of Health for capital improvements under the Dignity in Care for Older People programme.

NHS England Capital Grant Woodview Centre capital costs - This is a contribution from NHS England to enhance the hospice environment for patients and carers.

NHS England Capital Grant Inpatient Unit - This is a contribution from NHS England towards the capital costs for the inpatient refurbishment project.

Macmillan 7 Day Service fund - This is funding from Macmillan Cancer Care for a two year project involving Wrightington Wigan & Leigh NHS Trust and the Hospice to trial enhanced access to specialist medical and nursing support at weekends and Bank Holidays in the community and acute settings.

Amberswood Garden Project fund - This is funding from the National Lottery 'Awards for All' programme for the creation of a secluded garden area and wildflower retreat within the Hospice grounds.

Hospital Saturday Fund - This is a contribution from the Hospital Saturday Fund to purchase 2 syringe pumps for use on the In Patient Unit.

Westfield Health - This is a contribution from Westfield Health to purchase 9 syringe pumps for use on the In Patient Unit.

Edward Gosling Foundation - This is a contribution from the Edward Gosling Foundation for the purchase of 7 mattresses for use on the In Patient Unit.

Albert Hunt Trust - This is a contribution from the Albert Hunt Trust to fund replacement duvet covers for the In Patient Unit rooms.

Wolfson Foundation - This is a contribution from the Wolfson Foundation to fund the installation of a canopy over the patients' entrance.

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

21. MOVEMENT IN FUNDS - continued

W G Edwards Charitable Foundation - This is a contribution from W G Edwards Charitable Foundation for the installation of an organic patio garden for use by the Oak Centre patients.

Morrisons Foundation - This is a contribution from Morrisons Foundation to fund the refurbishment of our mortuary.

D'Oyly Carte Charitable Trust - This is a contribution from D'oyly Carte Charitable Trust to fund the establishment of Music and Art therapy groups in our Oak Centre.

Bents & Bongs - Bents & Bongs awarded this grant to fund the purchase of ten nebulisers and two suction pump units.

BUPA - This grant was received from BUPA UK Foundation to help towards increased costs of PPE and cleaning equipment due to COVID-19.

National Lottery - The National Lottery Community Fund awarded this grant to install a path in the car park to improve the accessibility to the Hospice for pedestrians and those who use wheelchairs and bicycles.

National Lottery - This is a contribution towards the purchase of a replacement Nurse Call System.

Health Education England - Health Education England awarded this grant in regards to student placements.

Family Welfare Trust - This is a contribution from Family Welfare Trust to fund the purchase of a suction pump.

Screwfix Foundation - This is a contribution from Screwfix Foundation to fund the refurbishment of the kitchen on the in-patient unit.

Garfield Weston - This is a contribution from The Garfield Weston Foundation to help fund the Oak Centre project.

Oak Centre - This grant was received to cover the payment of employees who were seconded to Wigan Council for three months.

IPC Fund - The Adult Social Care Infection Control Fund was issued by the Government to reduce the rate of transmission of COVID-19 within and between care settings, in particular by helping to reduce the need for staff movements between sites.

WWL Funding - This grant was used to commission two additional Nurse Specialist posts, to enhance access to specialist palliative care services at weekends and public holidays.

NHS England - This funding was awarded to allow the hospice to provide patient care and support the NHSE Covid19 response.

Skipton Building Society - This is a contribution to the purchase of replacement bedside tables for the In Patient Unit bedrooms.

The Skelton Charity - This is a contribution to the purchase of replacement bedside tables for the In Patient Unit bedrooms.

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

21. MOVEMENT IN FUNDS - continued

Duchy of Lancaster - This is a contribution to the purchase of replacement bedside tables for the In Patient Unit bedrooms.

The Hedley Foundation - This grant was awarded to purchase a specialist lifting chair for the In Patient Unit.

Hospital Saturday Fund - This grant was awarded to increase capacity and reduce delays in admissions.

The Manchester Guardian Society Charitable Trust - This grant was awarded to fund the purchase of a bariatric bed for the In Patient Unit.

The Westfield Health Charity Trust - This grant was awarded to fund the purchase of a bariatric mattress for the In Patient Unit.

Single Point of Access (SPOA) - This funding was awarded from Hospice UK to develop and implement a single point of access for palliative and end of life care patients.

E-prescribing project - a total £50,000 grant was issued by NHS England/Improvement (NHSE/I) to be split between the 5 members of the GM Hospices Group. The hospice therefore received £10,000 to fund the e-prescribing system which enables prescriptions to be issued digitally.

22. RELATED PARTY DISCLOSURES

Walter Brown Printers Limited

During the period the company made purchases of £35,222 (2021: £25,189) from Walter Brown Printers Limited, a company in which Mr W Brown is a director.

At the year end the charity owed £1,152 (2021: £nil) to Walter Brown Printers Limited.

Walter Brown Printers Limited have supplied the company for a number of years, prior to Mr W Brown's appointment as a trustee, and all transactions are at arm's length following trustees' approval.

Walter Brown was a trustee of the hospice up until his resignation on the 8th December 2021.

23. FINANCIAL INSTRUMENTS

The carrying amounts of the charity's financial instruments are as follows:

	31.3.22	31.3.21
	£	£
<u>Financial assets</u>		
Measured at fair value through income and expenditure:		
- Fixed asset listed investments (note 16)	<u>1,350,690</u>	<u>1,293,801</u>
Debt instruments measured at amortised cost:		
-Trade debtors (note 18)	194,768	81,991
-Other debtors (note 18)	11,439	13,120
-Cash at bank	2,587,415	2,210,682
-Fixed term deposits (note 19)	1,052,423	1,298,997

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

23. FINANCIAL INSTRUMENTS - continued

	3,846,045	3,604,790
Equity instruments measured at cost less impairment:		
-Investment in subsidiary (note 16)	-	2

Financial liabilities

Measured at amortised cost:

-Trade creditors (note 20)	68,970	78,751
-Amounts owed to group undertakings (note 20)	-	2
-Accrued expenses (note 20)	104,960	62,177
-Other creditors (note 20)	48,319	25,062
	222,249	165,992

24. ANALYSIS OF RESERVES

	31.3.22	31.3.21
	£	£
Total reserves	10,912,287	10,216,587
Less:		
Restricted funds	(1,466,926)	(1,615,450)
Designated funds	(296,804)	(300,000)
Unrestricted tangible fixed assets	(3,295,050)	(3,472,973)
Freely available reserves	5,853,507	4,828,164

25. DESIGNATED FUNDS

The following designated funds have been set aside out of unrestricted funds by the directors for specific purposes:

	Balance at 1.4.21 £	New Designations £	Utilised/ released £	Balance at 31.3.22 £
Dilapidation and refurbishment	300,000	-	(3,196)	296,804
	300,000	-	(3,196)	296,804

Wigan and Leigh Hospice

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

26. PENSION COSTS

The company made contributions to defined contribution pension schemes during the year. The contributions for the year, charged to the Statements of Financial Activities were £302,898 (2021 - £348,578). There were no amounts outstanding at the end of the year (2021 - £nil).

27. OPERATING LEASES

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

	31.03.22	31.03.21
	£	£
Not later than one year	119,910	137,836
Later than one year and not later than five years	<u>8,367</u>	<u>57,178</u>
	<u>128,277</u>	<u>195,014</u>

28. LEGAL STATUS OF THE CHARITY

Wigan & Leigh Hospice is a company limited by guarantee in England and has no share capital. The liability of each member in the event of winding up is limited to £5. The address of the registered office is given in the charity information on page 11 of these financial statements.

Wigan and Leigh Hospice

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2022**

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	541,489	665,755
Legacies	281,678	97,877
Member's subscriptions	<u>195</u>	<u>40</u>
	823,362	763,672
Other trading activities		
Fundraising events	405,206	489,408
Charity shops	750,641	188,741
Lottery income	548,190	529,008
Proceeds of business interruption insurance	<u>276,096</u>	<u>-</u>
	1,980,133	1,207,157
Investment income		
Rents received	12,000	12,000
Dividends	20,962	20,491
Deposit account interest	<u>3,468</u>	<u>12,241</u>
	36,430	44,732
Charitable activities		
Wigan Borough Clinical Commissioning Group	1,868,350	1,766,768
Covid Grant Income	1,217,913	1,968,216
Education Fees income	1,140	(2,275)
Hospice in your Care Home	164,102	194,506
Macmillan 7 Day Service Project income	<u>-</u>	<u>22,341</u>
	3,251,505	3,949,556
Total incoming resources	6,091,430	5,965,117
EXPENDITURE		
Raising donations and legacies		
Fund raising costs	171,611	135,910
Shop operating costs	491,277	405,039
Lottery operation costs	<u>205,769</u>	<u>133,292</u>
	868,657	674,241
Investment management costs		
Portfolio management	16,397	14,224

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Wigan and Leigh Hospice

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2022**

	2022	2021
	£	£
Investment management costs		
Charitable activities		
Staff costs	3,527,351	3,483,612
Travel costs	29,222	23,209
Insurance	44,333	42,100
Rates, light and heat	76,921	55,633
Telephone	25,315	27,731
Postage, stationery & printing	34,299	28,274
Laundry	5,232	13,991
Sundry expenses	9,669	8,682
Medical supplies	52,824	50,785
Catering	34,648	23,890
Cleaning	141,732	112,644
Repairs and renewals	96,221	111,426
Recruitment costs	6,549	5,715
Bank charges	7,654	6,462
Education and training	17,768	8,115
Drugs costs	87,908	102,584
Computer consumables & website	67,403	77,790
Subscriptions and journals	10,482	6,099
Legal fees	24,293	26,426
Auditor's remuneration	13,000	13,000
Development costs	17,136	10,553
Depreciation of tangible fixed assets	228,898	248,109
Profit on sale of tangible fixed assets	4,142	(1,064)
	<u>4,563,000</u>	<u>4,485,766</u>
 Total resources expended	 <u>5,448,054</u>	 <u>5,174,231</u>
 Net income before gains and losses	 643,376	 790,886
 Realised recognised gains and losses		
Realised gains/(losses) on fixed asset investments	<u>52,324</u>	<u>247,983</u>
 Net income	 <u><u>695,700</u></u>	 <u><u>1,038,869</u></u>

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