

Company registration number: 2234222

Charity registration number: 700356

**The Rotherham Hospice Trust**

**Reports and Financial Statements**

**Year Ended 31 March 2021**

**The Rotherham Hospice Trust**  
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**REFERENCE AND ADMINISTRATIVE INFORMATION**

<b>Charity registration number</b>	700356
<b>Company registration number</b>	02234222 (England and Wales)
<b>Registered office and operational address</b>	Rotherham Hospice Broom Road Rotherham S60 2SW
<b>Patron</b>	The Countess of Scarbrough
<b>Vice President</b>	Alan Hartley
<b>Trustees</b>	William Patterson (Chair from 1 May 2020) Dr Richard F Daly (Interim Chair until 30 April 2020 and then return to Joint Vice Chair from 1 May 2020) Jacqueline Saunders – Joint Vice Chair  John Fox Jane Gillings Patricia Gittins Kerry McGrath  Julie Gill (appointed 1 May 2020) Kay Chapman (appointed 1 May 2020) Paula Wood (appointed 1 May 2020) Robert Jackson (appointed 1 May 2020) Sarah Valentine-Bull (appointed 1 May 2020)  Ian Norris (Resigned 30 April 2020) Richard Finney (Resigned 30 April 2020) Yvonne Weakley (Resigned 31 May 2020) Tracie Taylor (Resigned 1 November 2020)
<b>Secretary</b>	Jacqueline Saunders
<b>Executive Team</b>	Sally Napper      Chief Executive Alison Heavey      Director of Clinical Services Andrew Pepper      Director of Finance Tamsin Dunkerley      Director of Human Resources
<b>Auditor</b>	BHP LLP, Chartered Accountants 2 Rutland Park Sheffield S10 2PD

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**Solicitors**

Bhayani Law  
59 Shoreham Street  
Sheffield  
S1 4SB

**Bankers**

HSBC  
35 College Street  
Rotherham  
S65 1AF

Co-Operative Bank  
2<sup>nd</sup> Floor  
1 Balloon Street  
Manchester  
M60 4EP

**The Rotherham Hospice Trust**  
**Report of the Trustees for the Year Ended 31 March 2021**

The Trustees (who are also Directors of the charity for the purposes of the Companies Act) present their report and the audited financial statements of the charity for the year ended 31 March 2021. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" FRS102 in preparing the annual report and financial statements of the charity.

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

**OUR PURPOSE AND ACTIVITIES**

**Purpose**

The charity's objects as set out in the revised memorandum and articles which were adopted on 24th August 2015 are to promote the relief of sickness by such charitable means as the Association shall from time to time think fit, and in particular (but without prejudice to the generality of such objects):

- A. To establish, maintain and operate hospices, residential nursing homes and clinics in England or Wales for the reception and care of persons of either sex who are suffering from any illness, disability, disease or other infirmity whether physical or mental and by providing medical or other treatment and attention for any such persons as aforesaid either in their own homes, their current place of care or at any institution of the Association.
- B. To conduct or promote research into the care and treatment of persons suffering from any such illness, disability, disease or infirmity as aforesaid and particularly into the care and treatment of persons suffering from any terminal illness and to disseminate the results thereof to the public
- C. To promote or assist in the teaching or training of doctors, nurses, physiotherapists and other persons engaged in any branch of medicine, surgery, nursing or allied services and in the teaching or training of students in any branch of medicine, surgery, nursing or allied services.
- D. To provide or assist the provision of spiritual support and guidance for any person's resident (either as patients or otherwise) or working in any such home or homes as aforesaid.
- E. The aim of the charity is to provide a range of palliative care services within Rotherham Borough and we are the only Hospice for adults serving all people in Rotherham with a terminal illness.

In 2018, the Board updated the vision and mission statements as follows:

<b>Vision</b>	<ul style="list-style-type: none"> <li>• Compassion, choice &amp; dignity for all</li> </ul>
<b>Mission</b>	<ul style="list-style-type: none"> <li>• Enhance our patient's quality of life, delivering high quality care in the right place at the right time</li> <li>• Provide appropriately trained and motivated staff, dedicated to patient's wellbeing and dignity</li> <li>• Be active in the community, engaging with partners and championing end of life care</li> <li>• Be proudly independent, financially strong and remain innovative in our thinking</li> </ul>

**The Rotherham Hospice Trust**  
**Report of the Trustees for the Year Ended 31 March 2021**

**How our Activities Provide Public Benefit**

**OUR SERVICES**

Rotherham Hospice provides physical, psychological, social and spiritual support for patients with a terminal illness and requiring palliative care during the changing phases of their illness. There is no charge for our services.

Rotherham Hospice ensures that the patient is at the centre of everything we do. We support family, carers and friends through a person's illness, their death and during bereavement.

Our breadth of service enables people to be cared for in their place of choice, which may be at the Hospice or to remain in their place of residence in the community. We co-ordinate our work with the wider healthcare teams in the borough of Rotherham to promote maximum continuity of support for our patients and their families.

The multidisciplinary Hospice team provide a package of clinical care, including symptom management, addressing the physical, psychological, emotional and spiritual needs of patients. The Hospice services also include the provision of complex symptom management, end of life care and specialist assessment.

Our Palliative service includes Inpatient Care, Community Clinical Nurse Specialists, Hospice at Home, Day Therapies, Carer Support Services, Health and Wellbeing Services, Counselling, Psychology and Bereavement Support Services, Sunbeams Children's Bereavement Support and a Chaplaincy Service.

The Medical Team at Rotherham Hospice provide support for our patients within the Inpatient Unit, their own homes, the acute setting and also in our Outpatient Clinic. Patient Assessments can be performed within 24 hours if urgent.

Trustees acknowledge the importance of the whole Hospice team in the successful delivery of patient care which includes the income generation team, support services and other staff and volunteers.

**ACHIEVEMENTS AND PERFORMANCE**

Rotherham Hospice is an independent charity. We have seen changes in our activity levels in the last year which has been due to the impact of Covid 19 and means that we have seen more people in the community and fewer number of Inpatients. The Day Hospice has remained closed throughout this period.

The 24/7 Community Services allows an increased level of coordinated support to be provided ensuring that care is provided by the right people in the right place at the right time. This therefore allows appropriate use of our Hospice beds and prevents unnecessary hospital admissions.

The Hospice has continued to listen to the views of our patients and their relatives to aid our continuous reflection on how our services could be improved. These suggestions have helped to formulate the priorities for our improvement in 2020/2021. The limitations on visiting have impacted on our patients and relatives but many other opportunities have been in place to ensure that people can communicate with their relatives while they are inpatients.

We continue to be highly respected with an excellent reputation in the wider community. It has applied an engaging outlook, building strong relationships with public and business partners as well as those from the Health and Social Care communities, working to provide an increased strength and independence to support our sustainable growth and independence in the future. We have played a full role with the Health System in Rotherham in managing the Covid 19 pandemic throughout 2020/21.

Rotherham Hospice was inspected by the Care Quality Commission in March 2019 and was extremely pleased that our rating improved to 'Good' across all domains. We aim to build on this rating and continue to work towards a rating of 'Outstanding' for our next inspection.

**The Rotherham Hospice Trust**  
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### **Inpatient Unit**

The Inpatient Unit consists of 14 single bedrooms all with en-suite facilities. We actively encourage our families and visitors to be involved in the care of their loved ones. Visiting has been limited by the consequence of the pandemic but patients and visitors have been supported throughout.

The Inpatient Unit provides care 24 hours a day seven days a week, supporting admission and discharge as required. Patients can be referred for admission to have their pain and symptoms controlled, for rehabilitation or to receive end of life care.

### **Day Hospice and Day Therapies**

The purpose of the Day Hospice is to welcome patients into the Hospice environment, offer support and the opportunity to receive ongoing clinical monitoring as required. The support aims to improve confidence and enables someone to continue to make the most of their life, remaining as independent as possible for as long as possible.

The Day Hospice has been closed throughout 2020/21 due to the Covid 19 pandemic.

### **Patient and Family Support Services**

Our Counselling and Clinical Psychology Service is available to patients and their families. Our Bereavement Counselling Service supports bereaved family members or significant others with complex needs and is based at the Hospice. The counsellor can also provide pre-bereavement counselling if needed. The service has continued to operate as an online or telephone service throughout the year.

Our Sunbeams service provides practical and emotional support for children age 5 and upwards. Sunbeams offers a safe environment for the children to share experiences and address their needs around someone who is seriously ill or the death of a loved one. The service has continued to provide some remote support during pandemic in 2020/21.

### **Hospice Clinical Nurse Specialists**

The Hospice Community Team includes our Clinical Nurse Specialists (CNS) who support patients and their families in their home or care home seven days a week. They provide complex symptom management and give emotional support and practical advice to patients and their families. This is provided through clinics, home visits and the provision of a telephone advice line. This advice line is available to patients, family members and professionals 24 hours a day, seven days a week.

The Clinical Nurse Specialist is often the patient's main point of contact and acts as a link between other professionals.

### **Hospice at Home Team**

The Hospice at Home Team is also part of Rotherham Hospice Community Team. It supports patients and their families in their home or care home seven days a week. Night sitting in patients' homes is available and there is an Out of Hours Rapid Response Nursing Service which provides 24-hour care, seven days a week.

The service provides practical and emotional support to ensure that patients' needs are met by agreeing joint care arrangements with family members and other professionals or agencies that provide end of life care within Rotherham.

Community Volunteers also support this service and can provide additional support. This would be agreed as part of joint care planning. The team also includes occupational and physiotherapy expertise.

**The Rotherham Hospice Trust**  
**Report of the Trustees for the Year Ended 31 March 2021**

**ACTIVITY**

The normal operating model for the Hospice was significantly affected in responding to the pandemic and, as such, our normal pattern of activity has also been affected. We have sought to deliver more care in different settings. An example of our activity profile is provided below with prior years provided for comparison.

	2018/2019	2019/2020	2020/2021
Total number of patients admitted to the <b>Inpatient Unit</b> , and total admissions including readmissions	314 patients (386 admissions)	342 patients (406 admissions)	281 patients (318 admissions)
Average <b>IPU</b> bed occupancy %	86.7%	81.6%	61.0%
Percentage of patients treated and discharged for ongoing care and support	146 out of 365 discharges = 40.0%  39% of patients discharged with less than 7 days LOS	156 out of 406 discharges = 38.4%  34% of patients discharged with less than 7 days LOS	118 out of 320 discharges = 38.8%  31% of patients discharged with less than 7 days LOS
Number of deaths in the <b>Inpatient Unit</b>	219	249	200
Number of referrals to the <b>Adult Bereavement Support</b> service.	Not collected on SystemOne in the year	Not collected on SystemOne in the year	189
Number of contacts for the <b>Adult Bereavement Support</b> service	Not collected on SystemOne in the year	Not collected on SystemOne in the year	126 Telephone 47 Face to Face
Number of people referred who have seen <b>Bereavement Counselling</b> volunteers	Not collected on SystemOne in the year	Not collected on SystemOne in the year	69
Number of children who have received support from the <b>Sunbeams</b> service	17	21	29
Number of new referrals to <b>Clinical Specialist Team</b> .	985	1,033	1,138
Number of planned face-to-face visits by the <b>Clinical Nurse Specialist Team</b>	2,640	2,205	1,440
Number of telephone contacts by the clinical nurse specialist team.	4,339	4,041	8,246
Number of video contacts by the <b>Clinical Nurse Specialist Team</b>	0	0	3
Number of referrals to the <b>Hospice at Home</b> team.	1,893	1,977	2,131
Number of home visits by <b>Hospice at Home</b> team.	17,391	14,081	8,934
Number of telephone contacts by <b>Hospice at Home</b> team.	8,035	8,920	9,934
Number of video contacts by the <b>Hospice at Home</b> team.	0	0	2
Number of referrals <b>Palliative OT</b> team.	297	325	306
Number of home visits by <b>Palliative OT</b> team.	558	719	404
Number of telephone contacts by <b>Palliative OT</b> team.	485	512	686
Number of video contacts by the <b>Palliative OT</b> team	0	0	77
Number of referrals <b>Physiotherapy</b> team.	322	327	218
Number of home visits by <b>Physiotherapy</b> team.	260	274	135
Number of telephone contacts by <b>Physiotherapy</b> team	250	224	176
Number of video contacts by the <b>Physiotherapy</b> team	0	0	2
Number of patients with <b>Covid 19</b> treated in the inpatient unit	n/a	n/a	31

**The Rotherham Hospice Trust**  
**Report of the Trustees for the Year Ended 31 March 2021**

## **THE IMPACT OF COVID-19**

We have been extremely proud of the dedicated and professional approach of our staff across the Hospice in the way that they have responded to the demands of the pandemic. As keyworkers on the frontline of the epidemic and outside on the NHS, they have worked unfailingly hard to provide services to patients, support the wider health and care community across all settings including importantly in people's homes and in care homes. All this has been at a time of massive uncertainty for themselves and their families and an ever-changing picture of the impact of the virus.

Throughout the Covid-19 pandemic, Rotherham Hospice has closely followed and implemented all the relevant national and regional guidance, to maintain the safety of both our patients and staff at all times. Below is a synopsis of the actions that the Hospice has implemented since the beginning of the crisis.

### **Generic Measures**

- To facilitate social distancing, several measures were implemented in line with guidance.
- Maintaining a stock of Personal Protective Equipment (PPE) has been vital in keeping our services operational.

### **Impact on our Service**

- Our Day Hospice and specialist clinics such as the Lymphedema service have been closed. Patients from this service have been absorbed into our Community team caseload, with telephone support available from the Advice line. Our Day Unit Specialist Nurse has maintained contact with this cohort of patients. Day unit staff were redeployed to support the Inpatient Unit service.
- Our Sunbeams Children's Bereavement Support Service was suspended on 23 March 2020, support was put in place via partner organisations for any vulnerable children. Key information and guidance were placed on our social media platforms for families to access. Referrals continue to be taken, triaged and prioritised with any high priority referrals being contacted and supported if necessary. Sunbeams staff have been redeployed with training and support to cover other roles within the hospice.
- Our Café was closed to the public in line with national guidance, this has had an impact on the revenue that this service provided for the Hospice. Patient and staff meals continue to be provided, with only two members of staff being able to work within the kitchen due to social distancing guidance.
- Following local and national guidance, visiting was initially stopped 'unless' the patient was on the End-of-Life Care Pathway, in which case two nominated visitors are allowed. Due to visiting restrictions, a campaign was launched on our Social Media platforms called; 'Hearts of Love' and 'Love Letters', where families were able to send in letters, poems, photos or even request a WhatsApp Video call with their loved one. Visiting is increased in line with local and national guidance.
- Volunteers were unable to continue working at the hospice, strict visitor restrictions were implemented and the use of sessional use of PPE rolled out to enforce infection control and prevention measures to keep staff and patients safe.

**The Rotherham Hospice Trust**  
**Report of the Trustees for the Year Ended 31 March 2021**

**HOSPICE SERVICES RUNNING THROUGH THE PANDEMIC**

**IPU**

- The IPU has remained fully open throughout the Covid-19 period.
- A Cohort 'Hot' area consisting of 5 beds was created on the IPU, all new patients were admitted into this area, swabbed on admission and remained in this area until the result of their swab was returned.

**Community**

Our Community Team Service continued to operate throughout the Covid-19 period. At the beginning of the crisis we restructured the team to be entirely responsive, this entailed:

- Merging the 'Planned' and 'Responsive' teams to provide a fully responsive service. Several vulnerable staff were moved to work at home, we therefore adapted all processes to facilitate a new way of working, and within a matter of days this team moved to being entirely paper free and working online.
- New referrals for this service continued to be taken. Patients who are high risk of Covid-19 were supported in their own homes wherever possible. We have provided considerable support to the District Nurses caseload of patients during periods where they did not have adequate amounts of PPE in place.
- Those patients needing 'hands-on' care continued to be seen i.e. those requiring complex support, a syringe driver commencing or symptom control via injections.
- The Community Team have played a key role in supporting patients and staff within several of the Care and Nursing Homes within the borough, many of which experienced high incidences of the disease, our input was invaluable in providing symptom control for patients and emotional support for the staff working in these settings.
- The Advice Line is manned 08:00 until 20:00 7 days a week by the Clinical Nurse Specialist team who can provide specialist symptom control and clinical advice for patients within the community setting, they also provide support and guidance for staff from local partner organisations. This function has also been providing support to those patients who would normally attend our Day Unit. Activity for this service has risen considerably throughout the Covid-19 period.

**Counselling & Family Support Service**

**Sunbeams**

- We continue to triage referrals made to this service whilst it is closed, and any children identified as needing urgent intervention continue to be supported by a member of the team. We are currently exploring other options such as Zoom technology to provide ongoing support to this group whilst social distancing guidance remains in place.

**Bereavement Support**

- This service continued to operate with volunteers moved to work from home, they were able to focus on providing support to their clients via telephone. Support for these volunteers is provided by the Head of Family Support, who, together with our psychologist, have also provided exceptional support in setting up support services for our staff during the Covid-19 pandemic, as well as providing external guidance and advice to external partners such as RMBC.
- Our two counsellors continued to support their caseload of clients predominantly from home, however support was also provided to patients and their significant others on the Inpatient Unit when required. We are also looking to introduce NHS approved AccuRx video conferencing to improve this remote service for our clients soon.

**The Rotherham Hospice Trust**  
**Report of the Trustees for the Year Ended 31 March 2021**

**RISK MANAGEMENT**

The Trustees have reviewed the major risks to which the charity is exposed and policies, systems and procedures have been established to mitigate those risks, which are set out in the Corporate Risk Register, and the implementation of procedures designed to minimise or manage any potential impact on the charity should those risks materialise.

The Risk Register is updated routinely and monitored at each of the meetings of the Board of Trustees. A new Risk Management System was introduced during the year to improve risk and incident reporting and provide a greater level of assurance.

As part of its contractual requirements, the Hospice completes the Data Security and Protection Toolkit (DSP) annually which ensures its data protection policies and procedures are in line with the requirements of the NHS. This is an essential priority for the Hospice in maintaining reputational integrity and delivering the high standards expected of us and to demonstrate that to the public bodies that regulate and fund the Hospice.

Patient safety is our upmost priority. We have bi monthly Patient safety and clinical risk meetings the second of each month being a combined meeting with Quality and clinical effectiveness. These meetings feed into the Governance Committee which meets up to four times a year to receive assurance that clinical matters remain well-managed and operating effectively.

Financial sustainability is a risk which the Hospice continually monitors with monthly reporting in place and a full root-and-branch review of our service offer, retail offer, fundraising activities and back office functions.

On 14 June 2021, the Trustees received the Corporate Risk Register which included the principal risks and uncertainties that could seriously affect the performance, prospects or reputation of Rotherham Hospice as follows:

- Maintaining the highest standards of quality and patient experience and meeting all our regulatory and contractual bodies requirements (both national and local)
- Failing to operate in a financially sustainable manner
- Responding to the ongoing demands on COVID-19; from a clinical, financial, retail perspective
- Loss of staff due to the difficulties of maintaining a highly skilled and motivated workforce on a limited budget and with the pressure of increasing NHS pay scales and external market rates, staff morale and the impact of COVID-19
- Reviewing the approach to cash collections in the lottery and other sources

**The Rotherham Hospice Trust**  
**Report of the Trustees for the Year Ended 31 March 2021**

**FINANCIAL REVIEW**

Details of the income and expenditure are given on the page headed "Statement of Financial Activities".

In the year ended 31 March 2021, overall income exceeded expenditure by £2.6m (last year £527k), being comprised £1.9m (last year £400k) on Unrestricted Funds and £0.7m (last year £127k) on Restricted Funds. This improvement is a credible testament to the partnership working within our local health system and the generosity of our local population.

Unrestricted Funds represent reserves which the Hospice can use to run its services safely and effectively on an ongoing basis, whereas Restricted Funds represent specific donations ascribed to a specific purpose. These are detailed in a note to the accounts. Whilst every donation is important to the Hospice, we encourage donors to make donations on an unrestricted basis to enable the Trustees to have maximum flexibility to invest resources in services.

Total income for the year amounted to £8.1m (last year £6.6m). Income from the NHS Rotherham CCG contributed around 56% our total income. Income from Donations - including In Memorium Donations - were gratefully received and amounted to £487k (last year £478k). Legacies were also gratefully received to the value of £78,535 (last year £227,797).

Income from trading activities which includes Lottery, Events, Corporate Fundraising and Retail provided £0.8m (last year £1.5m) of support. Within that, the most significant effect was the reduction in Retail Income due to the impact of the pandemic.

We are also grateful to the work of Hospice UK in securing additional funds from the Government to support the Hospice sector. We were fortunate to receive support grants from Hospice UK which amounted to £1.4m to support the ongoing activities of the Hospice through the pandemic. In addition, we have continued to access local and national support schemes (such as the Furlough Scheme and Retail Grants Schemes). Finally, our close working relationship with the local health economy has secured funds to pay for a variety of costs related to the pandemic and to continue to deliver services.

During the year, we spent £5.5m (although our underlying cost base is £6.1m); which equates to nearly £17,000 every single day. That means we need to raise around £8,000 every single day; which is over and above the income received from our local CCG. This is a huge undertaking made even more difficult in the current circumstances. Nevertheless, we spend more than 80% of our income on patient care with the remainder on raising funds (including lottery prizes, running events, keeping shops open and supporting our fundraising team).

With regard to financial indicators, our current assets are £8.9m (last year £6.3m) have improved during the year including an increase in cash during the year. Unrestricted Funds are £7.7m (last year £5.7m) and Restricted Funds are £1.2m (last year £0.6m)

Our longer term financial position is more unsettled. We have identified an underlying deficit where expenditure exceeds income on an ongoing basis, and we are facing a tough set of challenges as we emerge from Covid-19.

We are looking to expand our fundraising income position as we begin to plan more events and May 2021 saw the launch of our Sunflower Appeal. We also plan to increase our digital profile and improve our lottery membership. During the year, we will go further in reviewing the service offer. This means a multi-faceted approach to potential changes across the entire portfolio of services offered by the Hospice; touching on retail, transport, systems and all aspects of our clinical services.

**The Rotherham Hospice Trust**  
**Report of the Trustees for the Year Ended 31 March 2021**

**FINANCIAL REVIEW - CONTINUED**

Looking ahead into an uncertain economic climate nationally and locally, we will do all we can to ensure that we maximise our fundraising and retail income, work with our NHS and non-NHS colleagues to attract more funding, manage our costs in a mature and disciplined manner and connect with our local population and businesses to ensure that we have a thriving financial position on which to weather future storms and provide exemplary great care for patients.

In these unprecedented times, we are grateful to our supportive local population and business for their continued support. Thank you.

**INCOME GENERATION**

We are extremely appreciative of all the support we receive from our donors who give generously, support our events, lottery and charity shops. We are also particularly thankful to those who remember us through their legacy donations.

We will continue to focus on how we communicate our message with a greater emphasis being placed on marketing, public relations and digital activity.

Lottery has again seen a reduction in overall membership and we are looking at modernised methods of attracting new members and retaining existing players. Thank you to all of you who have continued to contribute to our lottery through the pandemic

All fundraising activities are directly managed by the Hospice. We are committed to the highest standards of fundraising practice, and all our activities are carried out in an ethical manner. Rotherham Hospice is registered with the Fundraising Regulator and adheres to the standards set out in the Code of Fundraising practice. Our policies, procedures, systems and processes have been reviewed and updated in line with General Data Protection Legislation (GDPR). The Hospice has never and will never share or sell details of our donors. There have been no fundraising complaints during the year.

**RESERVES POLICY**

The Trustees continue to consider the future required levels of reserves.

In line with the policy outlined in 2014; the aim of the Trust continues to be to build an available reserve equivalent to 15 weeks of our total income, excluding income from the NHS. This amount fluctuates slightly from year to year and would amount to approximately £597k at 31 March 2021. The actual level of available free reserves (unrestricted funds net of unrestricted fixed assets) exceeds this figure at £4.2m (last year £2.1m) or 105 weeks. This improvement is due to the increased cash reserves during the year. On this basis, there have been no material concerns raised about the ability of the Hospice to continue to operate for a period of 12-months from the balance sheet date and therefore, no issues affecting the Going Concern of the Hospice for the basis of preparing the accounts.

The Trustees consider this level of reserves is required to ensure the Charity could continue to operate should there be reduction in funding from both the NHS and Legacy Income. The continuing commitment to Rotherham Hospice from its supporters has enabled the Trust to carry out the excellent work that it does and ensure it begins to build enough reserves for the future.

**The Rotherham Hospice Trust**  
**Report of the Trustees for the Year Ended 31 March 2021**

**PLANS FOR FUTURE PERIODS**

The Board has developed a strategy which will take forward the development of the Hospice services through to 2021/22. The strategy is underpinned by the four strategic objectives adopted by the Board in January 2018:

1. Better patient care through early intervention and education/integration of the network across the Borough.
2. Continuous improvement of HR processes and staff capabilities, including leadership skills, volunteer engagement and internal communication.
3. Enhance the Hospice's influence and profile in the Borough, with the community, local businesses and healthcare partners.
4. Increase turnover and contribution from every revenue area and continuously seek new sources of income.

This is underpinned by the core Hospice values:

- Caring
- Working Together
- Trust
- Respect
- Inspiration

At its meeting on 14 June 2021, the Trustees agreed a revised set of objectives to develop the Hospice through the year. The objectives for 2020/21 were developed by the Senior Management Team over a 3-month period using a workshop approach to review progress against the objectives that were agreed for 2019/20.

1. Reduced Our Deficit by £250k and Established Ourselves on the Road to Financial Sustainability
2. An Agreed Pay Strategy In Place And Rolled Out
3. Established Ourselves as 'Outstanding'
4. Our Values and Behaviours are Fully 'Embedded' And 'Owned' By Our Totally Engaged Workforce
5. Increased Our Collaborative Working with Other Organisations
6. Improved Our Organisational Effectiveness With Systems In Place To Make It Happen
7. A Plan In Place To Reduce Our Impact On Climate

**ACKNOWLEDGEMENTS**

Trustees would like to acknowledge Lady Scarbrough's ongoing role as our patron.

Trustees are, once again, most grateful to all who support the work of the Hospice, whether by giving so generously through donations and legacies or supporting our lottery, other fundraising events and our charity shops.

Trustees also appreciate the work of everybody connected with the Hospice and its palliative care services and who help to enhance the standing of the Hospice in the community, whether staff or volunteers.

**VOLUNTEERS**

Trustees would like to thank the wonderful team of volunteers who have given so much of their time, support, enthusiasm, compassion and care over the years. Most have not been able to continue due to the pandemic although we hope to bring all 293 of them back on board when restrictions allow.

**The Rotherham Hospice Trust**  
**Report of the Trustees for the Year Ended 31 March 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing Document**

Rotherham Hospice is registered as a charity with the Charity Commission. Anyone over the age of 18 can be a member of the Company, there are currently 39 members. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity. It is also registered as a company limited by guarantee, without a share capital. Its governing instrument is its Memorandum and Articles of Association dated 10 June 2013, updated on the 24 August 2015.

The arrangements for the recruitment, induction and training of Trustees are set out in the Trustees' Recruitment and Induction Manual. In all cases, the Chair, Trustees and the Chief Executive form part of the formal interview process for prospective Trustees. In some cases, the use of an agency will be used to support the recruitment of Trustees.

Trustees confirm their eligibility to act as a Trustee of a charity (under the provisions of the Charities Acts 1992 and 1993) and complete several additional checks which satisfy the standards set by the Care Quality Commission. The appointment is confirmed following the completion and return of an Enhanced DBS check, confirmation of any Declaration of Interest and after a personalised induction programme has been undertaken.

Trustees regularly assess their skills and competencies both individually and collectively as a Board. Trustees receive ongoing support and development opportunities through Trustee and Board Appraisals and are also required to undertake the Hospice Mandatory and Statutory Training workbook yearly (a training score of 100% must be achieved).

None of the Trustees receive remuneration or any other benefit for their role as a Trustee of the Charity. Any connection between a Trustee or senior manager of the Charity, with a third party or other organisation, must be disclosed to the full Board of Trustees in the same way as any other contractual relationship with a related party. In the current year, only three related-party transactions / declarations of interests have been reported. Two of these were in relation to Trustee's undertaking additional voluntary work within other areas at Rotherham Hospice and the other reported instance was a Trustee declaring that their spouse is a paid Bank Staff Nurse at Rotherham Hospice.

**Organisational Structure and Management**

The Board Manual sets out the governance structure of the Hospice. Trustees are responsible for strategic leadership and govern the work of the Hospice. The Trustees are, for the purposes of the Companies Act, equivalent to Directors. The Board meets regularly, generally every three months, with most of the Trustees attending the meetings.

The Board operates with three Committees, being the Finance and Income Generation Committee, the Governance Committee and the Human Resources Committee. Each of the Committees has Trustee and management representation and is chaired by a Trustee.

The Board operates a scheme of delegation and the operational management is delegated to the Chief Executive and the Executive Team. There have been a number of changes to the Trustees and Executive during the year reflecting substantive appointments made to Executive vacancies and a recruitment project to expand the number, skills and experience of the Trustees.

**The Rotherham Hospice Trust**  
**Report of the Trustees for the Year Ended 31 March 2021**

We are pleased to report that following a period of Trustee and Executive turnover in the previous year, we have remained broadly stable. We are delighted to have recruited a Director of Income Generation & Communications who joined the team in June 2021.

The Executive Directors report to the Board of Trustees at each Board meeting and are actively part of all Board Committees.

The Hospice is commissioned by NHS Rotherham CCG, to deliver a range of palliative care services to people affected by terminal illness. The Board assures that the Hospice fulfils the requirements of the NHS contract through the Clinical Governance Committee. The Board maintains a robust governance framework to monitor, review and ensure compliance with all regulatory and best practice standards established by national regulators (Care Quality Commission, Law Commission, Charity Commission and NHS England) and local regulators (NHS Rotherham CCG). In addition, the Board maintains close working relationships with a range of stakeholders including the Rotherham Health and Wellbeing Board, The Rotherham Hospitals NHS Foundation Trust and Rotherham Metropolitan Borough Council; as well as a range of local care providers including care homes, bereavement support charities, patients, public and volunteers.

Due to the current circumstances, the requirement for the Hospice to produce a 2020/21 Quality Account has been deferred although the Clinical Governance Committee maintains oversight of clinical activity and performance.

In March 2021, the Hospice submitted a compliant Data Security and Protection Toolkit, which provides assurance that arrangements are in place to safely process data in line with the NHS contract enabling connection to NHS systems.

Until the impact of the pandemic, the Trustees were regularly undertaking both formal unannounced audits and informal visits to the Hospice.

The Board also monitors national developments in the health and social care environments to ensure that the Hospice is fit to respond to future opportunities and challenges in palliative care.

### **Pay policy for Senior Staff**

The Board of Directors, who are the Trust's Trustees, give of their time freely and no director received remuneration for their role as Trustee in the year. Details of Trustee Remuneration and Related Party Transactions are disclosed in note 12 to the accounts.

The Executive Directors are the key management personnel of the charity in charge of directing and controlling, running and operating the Trust on a day-to-day basis alongside a wider senior management team. The remuneration of the Executive Team and the senior staff is reviewed against the marketplace for Hospice Executives from time to time.

The Trustees have considered and reviewed the pay and associated benefits for staff. The first pay award for staff after a few years of pay-freeze came in April 2019 with a 1% award. During the 20/21 year, the Hospice agreed a non-recurrent / non-consolidated award to staff of 2% to recognise the hard work and commitment during such a difficult period. From 1 April 2021, the Trustees agreed a 3% pay award to staff which represented the largest single pay award for many years.

**The Rotherham Hospice Trust**  
**Report of the Trustees for the Year Ended 31 March 2021**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The Trustees (who are also directors of The Rotherham Hospice Trust for the purposes of Company Law) are responsible for preparing the Report of the Trustees (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

**Disclosure of information to the auditor**

In so far as the Trustees are aware:

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

In approving the Report of the Trustees, we also approve the Strategic Report included therein, in our capacity as company directors.

Approved by the Board of Trustees on 4 October 2021 and has been signed on their behalf by:

  
WRPatterson (Oct 5, 2021 12:13 GMT+1)

Mr William Patterson  
Chairman

## **Independent Auditor's Report to the Members of the Rotherham Hospice Trust**

### **Opinion**

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

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 2021, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's 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.

## **Independent Auditor's Report to the Members of the Rotherham Hospice Trust**

### **Other information**

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

We have nothing to report in this regard.

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

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

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

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

In the light of our 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 strategic report and the directors' report.

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

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

## **Independent Auditor's Report to the Members of the Rotherham Hospice Trust**

### **Responsibilities of trustees**

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

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

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

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

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

We gained an understanding of the legal and regulatory framework applicable to the charitable company and the industry in which it operates and considered the risk of acts by the charitable company that were contrary to applicable laws and regulations, including fraud. We designed audit procedures to respond to the risk, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

We focussed on laws and regulations which could give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2006 and Charities SORP 2019. Our tests included agreeing the financial statement disclosures to underlying supporting documentation, enquiries with management and enquiries of trustees.

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

**Independent Auditor's Report to the  
Members of the Rotherham Hospice Trust**

**Auditor's responsibilities for the audit of the financial statements - continued**

As in all our audits, we also addressed the risk of management override of internal controls, including testing journals and evaluating whether there was evidence of bias by the directors that represented a risk of material misstatement due to fraud.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

**Use of our report**

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



Jane Marshall (Oct 6, 2021 09:59 GMT+1)

Jane Marshall (Senior Statutory Auditor)  
for and on behalf of  
BHP LLP  
Statutory Auditors  
2 Rutland Park  
Sheffield  
S10 2PD

Date: Oct 6, 2021

**The Rotherham Hospice Trust**  
**Statement of Financial Activities**  
**(Incorporating an income and expenditure account)**  
**For the Year Ended 31st March 2021**

	Unrestricted				
	General	Restricted	Total	Total	
	Funds	Funds	Funds	Funds	
	2021	2021	2021	2020	
Note	£	£	£	£	
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations and legacies	2	522,824	43,332	566,156	705,887
Charitable activities	3	3,482,908	2,517,105	6,000,013	4,364,249
Other trading activities	4	831,347	-	831,347	1,521,224
Investments	5	27,213	-	27,213	4,961
Other income	6	664,121	-	664,121	-
<b>TOTAL</b>		<b><u>5,528,413</u></b>	<b><u>2,560,437</u></b>	<b><u>8,088,850</u></b>	<b><u>6,596,321</u></b>
<b>EXPENDITURE ON:</b>					
Raising funds	7	1,024,652	-	1,024,652	1,130,592
Charitable activities	8	2,594,439	1,854,225	4,448,664	4,939,111
<b>TOTAL</b>		<b><u>3,619,091</u></b>	<b><u>1,854,225</u></b>	<b><u>5,473,316</u></b>	<b><u>6,069,703</u></b>
<b>NET INCOME FOR THE YEAR</b>		<b>1,909,322</b>	<b>706,212</b>	<b>2,615,534</b>	<b>526,618</b>
Transfers between funds	19	32,076	(32,076)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b><u>1,941,398</u></b>	<b><u>674,136</u></b>	<b><u>2,615,534</u></b>	<b><u>526,618</u></b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		5,705,841	551,861	6,257,702	5,731,084
Net movement in funds		1,941,398	674,136	2,615,534	526,618
Total funds carried forward	18	<b><u>7,647,239</u></b>	<b><u>1,225,997</u></b>	<b><u>8,873,236</u></b>	<b><u>6,257,702</u></b>

**CONTINUING OPERATIONS**

None of the company's activities were acquired or discontinued during the above two financial periods.

**The Rotherham Hospice Trust**  
**Balance Sheet**  
**For the Year Ended 31st March 2021**

	NOTES	2021		2020	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	14		3,455,078		3,555,174
<b>CURRENT ASSETS</b>					
Stocks		30,790		30,077	
Debtors	15	561,763		611,109	
Cash at bank and in hand		<u>5,421,895</u>		<u>2,632,720</u>	
		<u>6,014,448</u>		<u>3,273,906</u>	
<b>CREDITORS:</b>					
Amounts falling due within one year	16		<u>596,290</u>		<u>571,378</u>
<b>NET CURRENT ASSETS</b>					
			<u>5,418,158</u>		<u>2,702,528</u>
<b>NET ASSETS</b>					
	20		<u><u>8,873,236</u></u>		<u><u>6,257,702</u></u>
<b>THE FUNDS OF THE CHARITY</b>					
<b>Unrestricted funds:</b>					
Revaluation reserve	18		27,125		27,125
Designated Funds	18		11,619		11,619
General funds	18		<u>7,608,495</u>		<u>5,667,097</u>
			<u>7,647,239</u>		<u>5,705,841</u>
<b>Restricted funds</b>	18		<u>1,225,997</u>		<u>551,861</u>
<b>TOTAL FUNDS</b>	20		<u><u>8,873,236</u></u>		<u><u>6,257,702</u></u>

Company Number : 22342222

The financial statements were approved by the trustees on Oct 5, 2021 and are signed on its behalf by:

*WRPatterson*  
WRPatterson (Oct 5, 2021 12:13 GMT+1)

Mr William Patterson  
Chairman

The notes attached form part of these financial statements.

**The Rotherham Hospice Trust**  
**Statement of Cash Flow**  
**For the Year Ended 31st March 2021**

	NOTES	2021 £	2020 £
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Net cash provided by / (used in) operating activities	1	<u>2,810,064</u>	<u>263,584</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Interest received		27,213	4,961
Purchase of tangible fixed assets		(48,102)	(9,685)
<b>Net cash provided by / (used in) investing activities</b>		<u>(20,889)</u>	<u>(4,724)</u>
Change in cash and cash equivalents in the year		2,789,175	258,860
Cash and cash equivalents at the beginning of the year		2,632,720	2,373,860
<b>TOTAL CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR</b>		<u><u>5,421,895</u></u>	<u><u>2,632,720</u></u>

**The Rotherham Hospice Trust**  
**Notes to the Cash Flow Statement**  
**For the Year Ended 31st March 2021**

**1. CASH FLOWS FROM OPERATING ACTIVITIES**

	2021 £	2020 £
Net income/(expenditure) for the year	2,615,534	526,618
Loss on disposal of assets	4,316	-
Depreciation charges	143,882	152,642
Interest received	(27,213)	(4,961)
Decrease/(increase) in stock	(713)	(8,401)
Decrease/(increase) in debtors	49,346	(329,735)
(Decrease)/increase in creditors	24,912	(72,579)
<b>Net cash provided by (used in) operating activities</b>	<b><u>2,810,064</u></b>	<b><u>263,584</u></b>

**2. ANALYSIS OF CASH AND CASH EQUIVALENTS**

	2021 £	2020 £
Cash at bank and in hand	<b><u>5,421,895</u></b>	<b><u>2,632,720</u></b>

**3 ANALYSIS OF CHANGES IN NET DEBT**

	At 1 April 2020 £	Cash Flow £	At 31 March 2021 £
Cash at bank and in hand	<b><u>2,632,720</u></b>	<b><u>2,789,175</u></b>	<b><u>5,421,895</u></b>

**The Rotherham Hospice Trust**  
**Notes to the Accounts**  
**For the Year Ended 31st March 2021**

**1. ACCOUNTING POLICIES**

**a) Accounting Convention**

The Rotherham Hospice Trust is registered as a company limited by guarantee, without a share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

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

The financial statements are prepared under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £. The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**b) Going concern**

The Board have considered the long term impact of COVID-19 on the charitable company's income and operating cost base and have in place plans to deal with any financial losses that may arise.

They have prepared forecasts of income and expenditure and cash flow for the period to 31 March 2023 which shows that they have sufficient reserves and cash to be able to continue for the foreseeable future. They will continue to monitor the impact on income and take appropriate action as necessary.

The Board therefore continue to adopt the going concern basis of preparation for these financial statements.

**c) 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.☐

**The Rotherham Hospice Trust**  
**Notes to the Accounts**  
**For the Year Ended 31st March 2021**

**ACCOUNTING POLICIES (continued)**

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. 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.

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.

The charity receives government grants in respect of charitable activities and capital expenditure. 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.

**The Rotherham Hospice Trust**  
**Notes to the Accounts**  
**For the Year Ended 31st March 2021**

**ACCOUNTING POLICIES (continued)**

Investment income is earned through holding assets for investment purposes such as shares and property, which includes interest. 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.

**d) Expenditure**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- The costs of raising funds relate to purchase of promotional goods, cost of running the retail outlets, cost of events, publicity and lottery prizes and running costs.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be directly allocated to such activities and those costs of an indirect nature necessary to support them.

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

**e) Tangible fixed assets and depreciation**

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

A fixed asset is any tangible asset purchased for use in the day-to-day operations of the Company from which an economic benefit will be derived over a period of greater than one year and has a cost of £500 or more.

Depreciation is provided on all tangible assets at the following annual rates calculated to write off the cost less estimated residual value, over their useful economic lives:

Freehold property	2% straight line
Leasehold property	straight line over shorter of lease period and 50 years
Equipment & computers	5%, 20%, 15% & 33% straight line
Motor vehicles	25% reducing balance

**f) Stocks**

Stocks of bought in goods for re-sale are valued at the lower of cost and net realisable value.

Donated stocks are included based on values of donated good sales in the first two weeks after the year end.

**g) Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered.

**The Rotherham Hospice Trust**  
**Notes to the Accounts**  
**For the Year Ended 31st March 2021**

**ACCOUNTING POLICIES (continued)**

**h) Cash at Bank and in Hand**

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

**i) Creditors and Provisions**

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

**j) Restricted and Unrestricted Funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

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

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

**k) Operating Leases**

Rentals paid under operating leases are charged to the Statement of Financial Activities when incurred.

**l) Pension Scheme**

As disclosed in note 11, the company contributes to two pension schemes. Contributions to both schemes are recognised as they fall due.

**m) 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.

**n) Financial Instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**o) Critical Accounting Estimates and Assumptions**

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

There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

**The Rotherham Hospice Trust**  
**Notes to the Accounts**  
**For the Year Ended 31st March 2021**

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £
<b>2 Donations and Legacies</b>						
General Donations	260,404	41,332	301,736	252,595	25,302	277,897
In Memoriam	148,557	-	148,557	161,997	-	161,997
Charitable Trusts	-	2,000	2,000	-	-	-
Collection boxes	1,784	-	1,784	13,348	-	13,348
Give As You Earn	341	-	341	329	-	329
Subscriptions	395	-	395	365	-	365
Gift Aid tax	32,808	-	32,808	24,154	-	24,154
<b>Total Donations</b>	<b>444,289</b>	<b>43,332</b>	<b>487,621</b>	<b>452,788</b>	<b>25,302</b>	<b>478,090</b>
Legacies	78,535	-	78,535	227,797	-	227,797
<b>Total Donations and legacies</b>	<b>522,824</b>	<b>43,332</b>	<b>566,156</b>	<b>680,585</b>	<b>25,302</b>	<b>705,887</b>
<b>3 Income from Charitable Activities</b>						
RCCG Standard Contract	3,456,908	-	3,456,908	3,757,978	100,000	3,857,978
RCCG Contract variation for specific activities	-	1,042,454	1,042,454	-	94,000	94,000
Hospice UK	-	1,437,321	1,437,321	-	-	-
Other direct delivery funding	26,000	37,330	63,330	412,271	-	412,271
	<b>3,482,908</b>	<b>2,517,105</b>	<b>6,000,013</b>	<b>4,170,249</b>	<b>194,000</b>	<b>4,364,249</b>
<b>4 Other Trading Activities</b>						
Lottery income - gross of prizes & commissions	427,464	-	427,464	433,578	-	433,578
Events	156,537	-	156,537	237,693	-	237,693
Corporate Fundraising	13,772	-	13,772	128,246	-	128,246
Catering income	7,891	-	7,891	27,332	-	27,332
Sale of promotional goods	26,415	-	26,415	61,761	-	61,761
Sales of donated goods - Shops	199,268	-	199,268	632,614	-	632,614
	<b>831,347</b>	<b>-</b>	<b>831,347</b>	<b>1,521,224</b>	<b>-</b>	<b>1,521,224</b>
<b>5 Investments</b>						
Bank and building society interest receivable	27,213	-	27,213	4,961	-	4,961
	<b>27,213</b>	<b>-</b>	<b>27,213</b>	<b>4,961</b>	<b>-</b>	<b>4,961</b>
<b>6 Other income</b>						
Coronavirus support grants	661,378	-	661,378	-	-	-
Insurance refund	2,743	-	2,743	-	-	-
	<b>664,121</b>	<b>-</b>	<b>664,121</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>7 RAISING FUNDS</b>						
Lottery prizes & commissions	109,754	-	109,754	110,385	-	110,385
Lottery running costs including salaries	88,897	-	88,897	144,291	-	144,291
Direct cost of events including salaries	56,196	-	56,196	63,003	-	63,003
Shop running costs including salaries	463,084	-	463,084	513,714	-	513,714
Shop depreciation	17,489	-	17,489	22,816	-	22,816
Employers' pension - Lottery and Retail	6,586	-	6,586	6,908	-	6,908
Purchase of promotional goods	10,067	-	10,067	25,258	-	25,258
Corporate fundraising costs including salaries	-	-	-	23,626	-	23,626
Fundraising indirect costs	154,646	-	154,646	104,370	-	104,370
Allocation of support costs (note 9)	117,933	-	117,933	116,221	-	116,221
	<b>1,024,652</b>	<b>-</b>	<b>1,024,652</b>	<b>1,130,592</b>	<b>-</b>	<b>1,130,592</b>

**The Rotherham Hospice Trust**  
**Notes to the Accounts**  
**For the Year Ended 31st March 2021**

**8 CHARITABLE ACTIVITIES (PATIENT CARE)**

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £
Contracted medical services provided by NHS	302,051	235,081	537,132	508,099	-	508,099
Salaries and NI	1,139,631	1,385,645	2,525,276	2,891,962	81,176	2,973,138
Pension contributions	101,860	65,926	167,786	188,742	-	188,742
Staff costs including travel	14,018	10,685	24,703	57,541	4,127	61,668
Marie Curie Staffing Cost	70,151	87,709	157,860	162,808	-	162,808
Volunteer expenses	57	-	57	4,766	-	4,766
Estates costs (general repairs, maintenance & security)	37,789	14,871	52,660	56,975	1,793	58,768
Utilities and Insurance	62,846	-	62,846	64,429	-	64,429
Direct consumables and delivery incidentals	149,865	46,856	196,721	214,196	5,239	219,435
Depreciation	121,293	5,100	126,393	129,825	-	129,825
Sundries	3,195	1,522	4,717	-	-	-
Allocation of support costs (note 9)	591,683	830	592,513	567,433	-	567,433
	<u>2,594,439</u>	<u>1,854,225</u>	<u>4,448,664</u>	<u>4,846,776</u>	<u>92,335</u>	<u>4,939,111</u>

**9 ALLOCATION OF SUPPORT COSTS**

	Costs of Generating Funds 2021 £	Charitable Expenditure 2021 £	Total 2021 £	Costs of Generating Funds 2020 £	Charitable Expenditure 2020 £	Total 2020 £
Contracted telephone and IT	11,074	55,637	66,711	8,392	40,971	49,363
Salaries and NI	81,724	410,591	492,315	78,395	382,752	461,147
Pension contributions	3,567	17,920	21,487	2,573	12,565	15,138
Staff costs including travel	2,685	13,490	16,175	6,501	31,738	38,239
Office consumables	6,642	33,370	40,012	9,280	45,309	54,589
Legal and professional fees	2,054	10,321	12,375	1,805	8,814	10,619
Bank charges	230	1,157	1,387	403	1,969	2,372
Governance costs (see below)	9,957	50,027	59,984	8,872	43,315	52,187
	<u>117,933</u>	<u>592,513</u>	<u>710,446</u>	<u>116,221</u>	<u>567,433</u>	<u>683,654</u>

**GOVERNANCE COSTS**

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total 2020 £
Audit and accountancy	16,351	-	16,351	10,693	-	10,693
Trustees' & Officers' insurance	2,097	-	2,097	1,996	-	1,996
Employee costs and administrative support	41,536	-	41,536	39,498	-	39,498
	<u>59,984</u>	<u>-</u>	<u>59,984</u>	<u>52,187</u>	<u>-</u>	<u>52,187</u>

**The Rotherham Hospice Trust**  
**Notes to the Accounts**  
**For the Year Ended 31st March 2021**

<b>10 NET INCOME FOR THE YEAR</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
This is stated after charging:-		
Auditor's remuneration - audit services	9,055	8,795
Auditor's remuneration - other services	2,340	2,275
Depreciation	<u>143,882</u>	<u>152,642</u>

<b>11 STAFF COSTS AND NUMBERS</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Staff costs during the year were:-		
Salaries	3,120,470	3,494,756
Employers' social security costs	241,606	279,672
Employers' pension contributions	<u>198,715</u>	<u>214,915</u>
	<b>3,560,791</b>	<b>3,989,343</b>
Agency staff costs	203,692	146,338
Total staff costs	<u><b>3,764,483</b></u>	<u><b>4,135,681</b></u>

The average number of employees was:	<b>2021</b>	<b>2020</b>
Hospice excluding 'bank staff'	123	129
Administration, Fundraising & Finance	18	25
Retail	16	16
Lottery	<u>4</u>	<u>3</u>
	<u><b>161</b></u>	<u><b>173</b></u>

Employees earning £60,000 - £70,000 pa	1	1
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Included in the above salary costs are termination payments and payments in lieu of notice of of £nil. (2020: £12,785).

The Company considers that the key management personnel comprise the Trustees and the Executive team - which is currently the Chief Executive and three other Directors. The total employee benefits (including employer's NI and pension) of the key management personnel employed during the year were £241,546 (2020: £227,072).

An accrual for holiday pay earned but not yet taken has been included in the salary figure for 2021 and 2020.

The Hospice is an approved provider of the NHS defined benefits pension scheme and makes a 14.38% employers contribution for all staff who are members of the scheme. There is no liability on the Hospice for any short-fall of assets in the scheme either in the short or long term, our only commitment is to the monthly contribution of 14.38% of pensionable salaries. At 31st March 2021, outstanding contributions payable within this scheme were £12,033 (2020 : £21,692).

In February 2012 a defined contributions pension scheme was made available to staff on a Hospice contract of employment. The maximum contribution payable by the Hospice is 6%. At 31st March 2021, outstanding contributions payable within this scheme were £1,490 (2020: £2,270). The Hospice also runs an auto enrolment scheme, outstanding contributions as at 31 March 2021 were £2,085 (2020: £5,986).

## **12 TRUSTEE REMUNERATION**

No remuneration or expenses were paid to the Trustees of the company for their role as Trustee.

## **13 TAXATION**

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

**The Rotherham Hospice Trust**  
**Notes to the Accounts**  
**For the Year Ended 31st March 2021**

<b>14 TANGIBLE ASSETS</b>	<b>Freehold Property</b>	<b>Leasehold Property</b>	<b>Equipment &amp; Computers</b>	<b>Motor Vehicles</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>					
At 1st April 2020	247,178	4,276,939	1,015,944	43,785	5,583,846
Additions	-	-	48,102	-	48,102
Disposals	-	-	(376,625)	-	(376,625)
At 31st March 2021	<b>247,178</b>	<b>4,276,939</b>	<b>687,421</b>	<b>43,785</b>	<b>5,255,323</b>
<b>Depreciation</b>					
At 1st April 2020	51,095	1,040,534	903,215	33,828	2,028,672
Charge for the year	4,943	85,539	50,908	2,492	143,882
Eliminated on disposal	-	-	(372,309)	-	(372,309)
At 31st March 2021	<b>56,038</b>	<b>1,126,073</b>	<b>581,814</b>	<b>36,320</b>	<b>1,800,245</b>
<b>Net Book Values</b>					
At 31st March 2021	<b>191,140</b>	<b>3,150,866</b>	<b>105,607</b>	<b>7,465</b>	<b>3,455,078</b>
<b>Net Book Values</b>					
At 31st March 2020	196,083	3,236,405	112,729	9,957	3,555,174

Included in freehold property is Fox House which was donated to the charity several years ago. It was transferred from investment property on 31 March 2012 at the directors' valuation of £175,000. The original value of the property was £146,144. The net book value of the property at 31 March 2021 was £143,502. If it had not been revalued, its net book value at 31 March 2021 would have been £119,838. The directors have not adopted a policy of revaluing the fixed asset.

<b>15 DEBTORS (all due within one year)</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade debtors	31,710	416,786
Other debtors	18,756	19,712
Prepayments and accrued income	511,297	174,611
	<b>561,763</b>	<b>611,109</b>

**The Rotherham Hospice Trust**  
**Notes to the Accounts**  
**For the Year Ended 31st March 2021**

<b>16 CREDITORS: Amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	100,328	124,154
Accruals	270,221	196,296
Deferred income	139,420	149,271
Other creditors	86,321	101,657
	<u>596,290</u>	<u>571,378</u>
Deferred income:		
Balance brought forward	149,271	147,371
Income received	139,420	149,271
Income released to SOFA	(149,271)	(147,371)
Balance carried forward	<u>139,420</u>	<u>149,271</u>

Income has been deferred because it relates to future accounting periods as stipulated by the funders or where the conditions for recognition have not yet been met.

**17 MEMBERS**

The company is registered as a company limited by guarantee and has no share capital. The current members are guarantors to the sum of £1 each. At 31st March 2021 there were 39 members (2020: 33).

**18 MOVEMENT ON FUNDS**

<b>Current year</b>	<b>Brought forward</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Carried forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted funds:</b>					
Collaboration working designated fund	11,619	-	-	-	11,619
Revaluation reserve	27,125	-	-	-	27,125
General funds	5,667,097	5,528,413	(3,619,092)	32,076	7,608,494
	<u>5,705,841</u>	<u>5,528,413</u>	<u>(3,619,092)</u>	<u>32,076</u>	<u>7,647,238</u>
<b>Restricted funds:</b>					
Community Nursing / Hospice at Home	25,251	6,959	(6,701)	-	25,509
Health Education England	2,000	-	-	-	2,000
Rotherham Rotary Ladies	176	-	-	-	176
IPU	(350)	5,507	(1,525)	-	3,632
Garden donations	3,512	-	-	-	3,512
Day Unit	814	100	-	-	914
Virtual Reality Project	562	-	-	-	562
RMBC Community Leadership Fund	300	-	-	-	300
Specific Equipment	64	-	-	-	64
Van Appeal	2,419	-	-	-	2,419
Staff welfare	53	-	-	-	53
Staff & volunteers	1,000	-	-	-	1,000
Barry's painting project	100	-	-	-	100
Westfield Health - HR	1,000	-	-	-	1,000
Hospice UK	-	1,437,321	(1,437,321)	-	-
Project Echo	-	24,864	-	-	24,864
Hospice building project	-	40,000	(286)	(4,406)	35,308
					-
RCCG Contract Variation 1719-001	35,374	-	(9,748)	(15,626)	10,000
RCCG Contract Variation 1719-002	3,377	-	-	(3,377)	-
RCCG Contract Variation 1719-003	270,096	-	(204,555)	(8,667)	56,874
RCCG Contract variation 19/20	100,000	-	(100,000)	-	-
RCCG Contract variation 19/20 SI 187	94,000	-	(94,000)	-	-
RCCG Digital funding	-	248,000	-	-	248,000
RCCG - Business Development Manager funding	-	50,000	-	-	50,000
RCCG - Increased Patient Dependency	-	40,000	-	-	40,000
RCCG - Care Home Project & Community Funding	-	100,000	-	-	100,000
RCCG - Project Echo	-	50,000	-	-	50,000
RCCG - Rapid Response and Reactive Service overnig	-	50,000	-	-	50,000
RCCG - Hospice General improvements	-	285,000	-	-	285,000
RCCG - Pharmacy Managed Service	-	15,000	-	-	15,000
RCCG Specific Investment Funds	-	204,454	-	-	204,454
Sunbeams - Childrens bereavement support service					
RU3A Choir	1,300	-	-	-	1,300
General donations to support Sunbeams	9,327	1,232	(89)	-	10,470
Masonic Charitable Donations	1,486	2,000	-	-	3,486
	<u>551,861</u>	<u>2,560,437</u>	<u>(1,854,224)</u>	<u>(32,076)</u>	<u>1,225,997</u>
<b>Total funds</b>	<u>6,257,702</u>	<u>8,088,850</u>	<u>(5,473,316)</u>	<u>-</u>	<u>8,873,236</u>

**The Rotherham Hospice Trust**  
**Notes to the Accounts**  
**For the Year Ended 31st March 2021**

**18 MOVEMENT ON FUNDS - CONTINUED**

Purposes of current year restricted and designated funds are as follows;-

- **Collaboration working designated fund** - Work in collaboration with the RCGG to support the staff in care homes deliver excellence in end of life care through nursing response, education and training.
- **Community Nursing / Hospice at Home** - Various donations given specifically to support the work of the Community Team.
- **Health Education England** - To support a learning and development contract for a Junior Doctor
- **Rotherham Rotary Ladies** - For the purchase of a garden bench
- **IPU** - Donations given specifically to support the In patient unit
- **Garden donations** - Donations given to improve the gardens
- **Day Unit** - Donations given specifically to support the day unit
- **Virtual Reality Project** - Donations towards the development of a virtual reality headset for patients
- **RMBC Community Leadership fund** - Funding towards a smoking shelter
- **Specific equipment** - a number of donations for specific equipment
- **Van Appeal** - Donations given following the theft of the vehicle
- **Staff welfare** - £1k donated by Ted Daly to pay for staff to attend a function in London inc overnight accommodation.
- **Staff & volunteers** - £1k Corporate donation towards a staff and volunteers party
- **Barry's painting project** - £100 donation towards painting and upkeep of grounds (eg. handrail painting)
- **Westfield Health - HR** - £1k donated by Westfield Health towards staff wellbeing in recognition of continued relationship.
- **Hospice UK** - NHSE awarded funding to allow the hospice to make available bed capacity and community support from April 2020 to July 2020 to provide support to people with complex needs in the context of the COVID-19 situation and to provide bed capacity and community support from November 2020 to March 2021 for the same purpose.
- **Project Echo** - Education and support project
- **Hospice building project** - Additional resources to enhance the facilities at the Hospice
- **RCCG Contract variation 1719-001**- IT upgrade program and to support additional blood transfusions
- **RCCG Contract variation 1719-002** - To support additional clinical pressures and some capital spend
- **RCCG Contract variation 1719-003** - To support additional clinical pressures and some capital spend
- **RCCG Contract variation 19/20** - Support of Home Care service & Project ECHO. Distributed by RCGG.
- **RCCG Contract variation 19/20 SI 187** - Our share of £25m government funding for Hospices.
- **RCCG Digital funding** - Funding to support licence upgrades
- **RCCG - Business Development Manager funding** - Funding to support business development
- **RCCG - Increased patient dependency** - Funding to recognise the increased costs associated with patient dependency
- **RCCG - Care Home Project & Community Funding** - Support of Home Care Service
- **RCCG - Project Echo** - Education and Support project
- **RCCG - Rapid Response and Reactive Service overnight** - Funding to support increased cost of overnight services
- **RCCG - Hospice General improvements** - Additional resources to enhance the facilities at the Hospice
- **RCCG - Pharmacy Managed Service** - Funding to support proposed changes in provision
- **RCCG Specific Investment Funds** - Funding to support specific investment in services
- **Sunbeams** - Donations in support of the childrens bereavement service

**The Rotherham Hospice Trust**  
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**18 MOVEMENT ON FUNDS - CONTINUED**

Prior year	Brought forward £	Income £	Expenditure £	Transfers £	Carried forward £
<b>Unrestricted funds:</b>					
Collaboration working designated fund	13,500	100,000	(101,881)	-	11,619
Revaluation reserve	27,125	-	-	-	27,125
General funds	5,265,565	6,277,019	(5,875,487)	-	5,667,097
	<u>5,306,190</u>	<u>6,377,019</u>	<u>(5,977,368)</u>	<u>-</u>	<u>5,705,841</u>
<b>Restricted funds:</b>					
Masonic Charitable Foundation	5,155	-	(5,155)	-	-
Community Nursing / Hospice at Home	29,326	14,311	(18,386)	-	25,251
Health Education England	2,000	-	-	-	2,000
Rotherham Rotary Ladies	200	-	(24)	-	176
IPU	-	152	(502)	-	(350)
Garden donations	3,512	-	-	-	3,512
Day Unit	-	814	-	-	814
Virtual Reality Project	616	-	(54)	-	562
RMBC Community Leadership Fund	300	-	-	-	300
Specific Equipment	64	-	-	-	64
Van Appeal	2,419	-	-	-	2,419
Staff welfare	-	1,000	(947)	-	53
Staff & volunteers	-	1,000	-	-	1,000
Barry's painting project	-	100	-	-	100
Westfield Health - HR	-	1,000	-	-	1,000
RCCG Contract Variation 1719-001	39,504	-	(4,130)	-	35,374
RCCG Contract Variation 1719-002	3,472	-	(95)	-	3,377
RCCG Contract Variation 1719-003	314,000	-	(43,904)	-	270,096
RCCG Contract variation 19/20	-	100,000	-	-	100,000
RCCG Contract variation 19/20 SI 187	-	94,000	-	-	94,000
<b>Sunbeams - Childrens bereavement support service</b>					
RU3A Choir	1,300	-	-	-	1,300
General donations to support Sunbeams	9,540	6,925	(7,138)	-	9,327
Roamund Davies Legacy (Sunbeams)	12,000	-	(12,000)	-	-
Masonic Charitable Donations	1,486	-	-	-	1,486
	<u>424,894</u>	<u>219,302</u>	<u>(92,335)</u>	<u>-</u>	<u>551,861</u>
<b>Total funds</b>	<u>5,731,084</u>	<u>6,596,321</u>	<u>(6,069,703)</u>	<u>-</u>	<u>6,257,702</u>

**The Rotherham Hospice Trust**  
**Notes to the Accounts**  
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**19 TRANSFERS BETWEEN FUNDS**

A transfer has been made during the year for the net book value of fixed assets where the conditions of the funding have been fulfilled.

**20 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>Unrestricted Revaluation Reserve 2021 £</b>	<b>Unrestricted General Funds 2021 £</b>	<b>Restricted Funds 2021 £</b>	<b>Total Funds 2021 £</b>
<b>Current year</b>				
Tangible fixed assets	27,125	3,427,953	-	3,455,078
Current assets	-	4,788,451	1,225,997	6,014,448
Current liabilities	-	(596,290)	-	(596,290)
	<u>27,125</u>	<u>7,620,114</u>	<u>1,225,997</u>	<u>8,873,236</u>

	<b>Unrestricted Revaluation Reserve 2020 £</b>	<b>Unrestricted General Funds 2020 £</b>	<b>Restricted Funds 2020 £</b>	<b>Total Funds 2020 £</b>
<b>Prior year</b>				
Tangible fixed assets	27,125	3,528,049	-	3,555,174
Current assets	-	2,722,045	551,861	3,273,906
Current liabilities	-	(571,378)	-	(571,378)
	<u>27,125</u>	<u>5,678,716</u>	<u>551,861</u>	<u>6,257,702</u>

**21 CONTINGENT LIABILITIES**

As far as the directors are aware, there were no contingent liabilities (2020:NIL).

**22 OPERATING LEASE COMMITMENTS**

The following payments are committed to the end of the lease:

	<b>Equipment 2021 £</b>	<b>Buildings 2021 £</b>	<b>Total 2021 £</b>	<b>Equipment 2020 £</b>	<b>Buildings 2020 £</b>	<b>Total 2020 £</b>
Expiring in less than one year	4,492	64,083	68,575	3,722	52,500	56,222
Expiring in the second to fifth years	9,949	165,983	175,932	7,788	112,583	120,371
Expiring over 5 years	-	23,250	23,250	-	38,750	38,750
	<u>14,441</u>	<u>253,315</u>	<u>267,756</u>	<u>11,510</u>	<u>203,833</u>	<u>215,343</u>

**23 CONTROL RELATIONSHIP**

The company is controlled by its members. No individual member has overall control.

**24 RELATED PARTY TRANSACTIONS**

During the year Helen Jackson, the spouse of Robert Jackson, Trustee, was employed as a bank staff nurse at the Hospice and received remuneration of £18,146. This remuneration is paid on the same terms as other bank staff.