

ST. VINCENT'S HOSPICE LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS

31 MARCH 2022

Company number: SC150148

Charity number SC006888



Milne Craig
Registered Auditors
Chartered Accountants
Abercorn House
79 Renfrew Road
PAISLEY
PA3 4DA

ST. VINCENT'S HOSPICE LIMITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

CONTENTS

	Page
Legal and administrative information	1
Chairman's Report	2
Report of the Management Committee	3 - 5
Independent Auditor's Report to the members	6 - 8
Consolidated Statement of Financial Activities	9
Consolidated and Charity Balance Sheets	10
Consolidated Cash Flow Statement	11
Notes on the Financial Statements	12 - 23

The following pages do not form part of the statutory accounts

Consolidated detailed income and expenditure account	24 - 25
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ST. VINCENT'S HOSPICE LIMITED
LEGAL AND ADMINISTRATIVE INFORMATION
FOR THE YEAR ENDED 31 MARCH 2022

Charity number: SC006888

Company registration number: SC150148

Business address: Midton Road
Howwood
Renfrewshire
PA9 1AF

Registered office: Midton Road
Howwood
Renfrewshire
PA9 1AF

Directors: Eunice E Muir, Chairman
Lindsey Ferries (resigned August 2022)
Diane Fisher (resigned August 2022)
James Faulds
Christina Hamill
Louise Cooper
Elizabeth Wright
Jared Cordner (appointed May 2022)

Secretary Georgina McGhie

Chief Executive Officer: Kirsteen Murray

Independent auditors: Milne Craig
Chartered Accountants
Abercorn House
79 Renfrew Road
Paisley
PA3 4DA

Bankers: Bank of Scotland
56 High Street
Johnstone
PA5 8AL

ST. VINCENT'S HOSPICE LIMITED

CHAIRMAN'S REPORT

FOR THE YEAR ENDED 31 MARCH 2022

I am very pleased to present our annual report for the financial year ended 31 March 2022.

Due to the continued kindness and generosity of our supporters and funders and COVID-19 grants from Scottish Government, our dedicated Hospice team have provided wonderful care and support this year to people affected by life-limiting illness. Our work continued to make a very real and positive difference to improve wellbeing and quality of life for our patients, their families and friends.

As an independent Hospice registered with Companies House and OSCR, we continued to face significant challenges throughout the 2021/2022 financial year. COVID-19 devastated our ability to generate income as we closed our retail shops for lengthy periods and fundraising was severely curtailed and major events such as our traditional Ladies Lunch had to be cancelled. Our shops re-opened at the end of 2021 and we tentatively re-started some fundraising activities.

Costs were increased due to challenging staffing levels and increased infection control measures. We required additional temporary staff, and the increased infection control measures also added to the workload of all clinical and business support services. However, the circumstances also brought the opportunity to consider and trial new and innovative ways to deliver high quality and sustainable palliative care services.

St Vincent's Hospice welcomed our new CEO Kirsteen Murray in April 2021. She truly 'hit the ground running' as she tackled the immediate challenge to improve our inspection performance ahead of a re-inspection in August 2021. This was successfully achieved and we received a rating of "Good" across all aspects of our operations.

The departure of two long-serving team members required further adjustment to the Senior Leadership Team and we welcomed Susan McCallum, Director of Care & Quality in October. Susan is responsible for making sure our services are continuously developing to meet the needs of our population and that they are operating at the very highest standard. Susan has now been joined by our new Director of Fundraising and Supporter Relations Gillian Green, who will reinvigorate our income generation and volunteering activities.

The Board of Trustees has retained oversight and remained fully engaged with the Chief Executive and Senior Leadership Team in their delegated roles in the day to day running of the Charity's work throughout the reporting period. Hampered by social distancing and the need to wear a mask, the majority of Board and Governance Committee meetings were predominantly in virtual form.

Although we were successful in balancing our budget for the financial year we recognise that there are major challenges ahead. Public sector contributions to hospice funding are falling behind increases in costs and the fundraising environment is increasingly fragile as people have started to struggle with cost-of-living challenges. We have a very difficult journey ahead as we consider a very uncertain present and future economic landscape. While we remain confident of the need for our services and are resolute in our determination to provide them, we recognise a need for reliable and sustainable funding.

The Hospice is a community service and business. Our income comes from the community through Renfrewshire Health & Social Care Partnership, our shops, our fundraising events, and through gifts and legacies. Our patients come from the community and our staff provide a range of services to them and their families at a difficult time for all. There has been a greater appreciation of local communities and services through the COVID-19 pandemic, and I believe the Hospice will benefit from this.

Towards the end of the year we started the process of re-branding the charity in order to underpin our new fundraising drive and make sure that we are recognised by everyone in our local communities as their "little hospice with the big heart". It is only with the help of our supporters who donate their time and money to the Hospice that we can be there in the long-term for people in Renfrewshire and adjacent area of North Ayrshire when they need us most.

Thank you to everyone who has supported us in the last year, it is greatly appreciated.

Eunice E Muir MBA FCMJ
Board Chairman
24 November 2022

ST. VINCENT'S HOSPICE LIMITED**DIRECTORS REPORT****(INCORPORATING THE REPORT OF THE MANAGEMENT COMMITTEE)****FOR THE YEAR ENDED 31 MARCH 2022**

The directors and management committee present their report and the audited financial statements of the company for the year ended 31 March 2022.

Objectives and activities**Our vision and values**

St. Vincent's Hospice is a charitable organisation at the heart of our community, offering specialist care and services to adults and families in Renfrewshire who are affected by life limiting illness. We welcome everyone into our circle of care without discrimination and include people of all faiths and none. Our care is available to everyone, free of charge.

The objects of our work are: "To promote the relief of illness and suffering by the provision of palliative care and hospice facilities". We are passionate about providing excellent standards of quality care and sensitive support.

Our work is guided by our six organisational values: caring, compassion, commitment, sensitivity, respect and dignity. These values guide how we deliver our services, are reflected in the ways we relate to people, and influence the decisions we make.

Throughout the year ended 31 March 2022 the board used a suite of key performance indicators as well as a board assurance framework to help assess the success of the Charity in achieving its stated aims and objectives. Further assurance was also gained from the successful outcome from an assessment by the regulatory body Healthcare Improvement Scotland (HIS).

Despite the restrictions enforced by the COVID-19 pandemic St Vincent's Hospice was able to undertake a range of activities which supported the wellbeing of those diagnosed with life-limiting illness, those in their last year of life and those impacted by the illness such as children and family. These included continuing to run an In-Patient Unit, providing community services as well as other services for children and young people.

St. Vincent's Hospice receives an exceptional level of support from our local community and volunteers play a vital role in the life of our Hospice. We are grateful for the dedication of our volunteers who continue to support St. Vincent's, particularly those that have continued to adapt to new working practices within trading and in our charity shops. As at 31 March 2022 volunteers were starting to return to all areas of the hospice with 121 active volunteers who generously supported fundraising, trading and Hospice services by giving their time.

Achievements and performance

During the year ended 31 March 2022 St Vincent's Hospice had a reduced capacity in in-patient and day services due to the restrictions caused by the COVID-19 pandemic. Towards the end of the year IPU usage was increasing but unfortunately redesigned day services were unable to restart as planned in December 2021.

COVID-19 and the associated lockdowns also played a role in disrupting the fundraising performance, making it very difficult to develop a clear expectation of fundraising outcomes for the year. There were definite challenges presented to the retail shops which were forced to close for periods but the impacts of the pandemic were seen across all income streams.

ST. VINCENT'S HOSPICE LIMITED

DIRECTORS REPORT

(INCORPORATING THE REPORT OF THE MANAGEMENT COMMITTEE)

FOR THE YEAR ENDED 31 MARCH 2022

Financial review

The financial year ended 31 March 2022 saw a reduction in total income from the prior year to £2,619,933 (2021 - £3,030,328), despite this the charity was still able to generate a net income of £221,964 (2021 - £682,853) after all costs were considered. This resulted in a total funds balance of £1,585,175 (2021 - £1,363,211) at 31 March 2022.

Income

At £627,039 (2021 - £415,835) fundraising income accounted for 24% (2021 – 14%) of total income for St Vincent's Hospice for the year. Of the £442,909 (2021 - £251,323) fundraising income from SVH Trading Limited this was made up predominantly of £251,089 (2021 - £77,289) of shop income and £158,874 (2021 £158,320) of lottery income. As mentioned last year, the shop income for 2021 was hampered by the mothballing of the shops following the first lockdown in March 2020.

Donation and legacy income in the year dropped to £389,240 (2021 - £557,850) which represented 15% (18%) of total income. While legacy income had increased on 2021 levels the donation income dropped, largely due to disruptions caused by COVID-19. Meanwhile NHS funding from Renfrewshire Health and Social Care Partnership continues to be a major funding source at £1,196,680 (2021 - £1,179,798). This funding is used for the provision of clinical services for people in the local area.

The other income figure is driven largely by the government grants received and so the decrease to £376,997 (2021 - £765,273) is mirrored in total other income of £406,974 (2021 - £876,845). This drop is due to the fact that 2021 contained an unusually high level of government grants in response to the COVID-19 pandemic and the strains placed on St Vincent's Hospice.

Reserves

As at 31 March 2022 the reserves position for St Vincent's Hospice was as follows;

	2022	2021
Designated funds	£438,658	£451,030
Unrestricted funds	£1,086,760	£880,935
Restricted funds	<u>£59,757</u>	<u>£31,246</u>
Total funds	£1,585,175	£1,363,211

A full analysis of the restricted and designated funds balances is available in note 14 to these accounts. Both the designated fund of £438,658 (2021 - £451,030) and the restricted fund of £59,757 (2021 - £31,246) relate to capital assets and so do not represent restricted cash. The unrestricted funds are to be used to meet the objectives of the charity in the holistic care of the terminally ill at St Vincent's Hospice.

St Vincent's Hospice aims to have reserves in place amounting to a minimum of 3 months of operating expenditure. £1,585,175 (2021 - £1,363,211) represents 8 months (2021 – 7 months) of operating expenditure based on a total expenditure figure of £2,397,969 (2021 - £2,347,475).

ST. VINCENT'S HOSPICE LIMITED**DIRECTORS REPORT****(INCORPORATING THE REPORT OF THE MANAGEMENT COMMITTEE)****FOR THE YEAR ENDED 31 MARCH 2022****Plans for future periods**

Looking forward, the main focus of St Vincent's Hospice is to continue to increase the number of people supported by its palliative care and hospice services. To stimulate this, there is an increase in the number of GP practices in Renfrewshire which are making referrals to St Vincent's Hospice for symptom control, respite and end of life care. There are also efforts in place to ensure an increased number of patients with life-limiting conditions are being supported in their home by the community team. In addition to this a new day service offering is being developed with the intention of reaching a wide demographic audience.

With this increase in activity, the board appreciates the need for this to be done in a financially sustainable manner. To this end, a new Director of Fundraising and Supporter Relations has been created and filled in August 2022. Appropriately resourcing the income generation activities of the organisation will provide a stable platform from which to continue to deliver impactful services to an increasing number of people.

Structure, governance and management

St. Vincent's Hospice Limited is a private company limited by guarantee without share capital and is registered as a charity with the Office of the Scottish Charity Regulator (OSCR). We are governed by our memorandum and articles of association. The charity is managed by trustees serving on a Board of Directors who meet regularly to undertake administrative and governance affairs. This is done via quarterly board meetings and regular sub-committee meetings of the finance governance committee, clinical governance committee and staff governance committee.

Individuals serving on the Board of Directors are appointed by our members and serve for an initial period of four years. Induction training is provided to all new Directors and the skills of the Board are reviewed on a regular basis. Directors do not receive remuneration or other benefits in their role. They are required to disclose any conflict of interest or related party interests to the Board.

A list of the people who served on the Board of Directors this year is given on page 1 of this report.

SVH Trading Limited is a wholly owned subsidiary of St. Vincent's Hospice. All profits from their retail and commercial activities are donated to support the work of St. Vincent's Hospice.

Reference and administrative details

The day to day running of the charity is managed by the Chief Executive Officer, reporting to the Board of Directors supported by a Director of Care & Quality who is responsible for the management and delivery of all aspects relating to clinical and therapeutic caring services and a Director of Fundraising & Supporter Relations.

The name and addresses for relevant organisations providing professional services to the Charity are also provided on page 1 of this report.

Statement on the disclosure of information to auditors

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

On behalf of the Board

Jared Cordner — Director
24 November 2022

INDEPENDENT AUDITOR'S REPORT
TO THE TRUSTEES OF
ST. VINCENT'S HOSPICE LIMITED

Opinion

We have audited the financial statements of St. Vincent's Hospice Limited 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 group's affairs and 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, the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of the Charities Accounts (Scotland) Regulations 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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's and the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

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

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the 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.

INDEPENDENT AUDITOR'S REPORT
TO THE TRUSTEES OF
ST. VINCENT'S HOSPICE LIMITED

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 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- adequate and proper 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; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees 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.

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.

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. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and management. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory frameworks that are applicable to the charitable company, and determined that the most significant are those that relate to the form and content of the financial statements such as the accounting policies and the UK Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

We assessed how the charitable company is complying with these frameworks by observing the oversight of those charged with governance, the culture of honesty and ethical behaviours and a strong emphasis placed on fraud prevention, which may reduce opportunities for fraud to take place, and fraud deterrence, which could persuade individuals not to commit fraud because of the likelihood of detection and punishment.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including how fraud might occur, by making an assessment of the key fraud risks to the charitable company, and the manner in which such risks may occur in practice, based on our previous knowledge of the charitable company, as well as an assessment of the current business environment.

INDEPENDENT AUDITOR'S REPORT
TO THE TRUSTEES OF
ST. VINCENT'S HOSPICE LIMITED

Based on this understanding, we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered higher, we performed audit procedures to address each identified fraud risk, including management override of controls. These procedures included testing manual journals and were designed to provide reasonable assurance that the financial statements were free from fraud or error. We evaluated the design and operational effectiveness of controls put in place to address the risks identified, or that otherwise prevent, deter and detect fraud.

In addition, our audit procedures included enquiring of management concerning actual and potential litigation and claims, and performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud. We addressed the fraud risk in relation to revenue recognition by testing completeness and cut off of income.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards.

As with any audit, there remains a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance, and cannot be expected to detect non-compliance with all laws and regulations.

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.

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, and to the charitable company's trustees, as a body, in accordance with Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charitable company's members and the trustees 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.

Alex Webb BAcc FCCA (Senior Statutory Auditor)
for and on behalf of Milne Craig
Chartered accountants
Statutory auditor
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Abercorn House
79 Renfrew Road
Paisley
Renfrewshire
PA3 4DA

24 November 2022

ST. VINCENT'S HOSPICE LIMITED
CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2022 £	Total funds 2021 £
INCOME						
OPERATION OF HOSPICE						
Activities for generating funds:-						
Fundraising activities	2	627,039	-	-	627,039	415,835
Interest receivable and other income	3	406,974	-	-	406,974	876,845
INCOMING RESOURCES FROM CHARITABLE ACTIVITIES						
Donations, legacies and similar income	4	1,521,888	-	64,032	1,585,920	1,737,648
Total Income		2,555,901	-	64,032	2,619,933	3,030,328
EXPENDITURE						
Expenditure on:						
Fundraising activities		95,315	-	-	95,315	76,259
Expenditure on:						
Charitable activities	5	2,224,761	12,372	35,521	2,272,654	2,241,216
Governance costs	6	30,000	-	-	30,000	30,000
Total expenditure		2,350,076	12,372	35,521	2,397,969	2,347,475
NET INCOME (EXPENDITURE)		205,825	(12,372)	28,511	221,964	682,853
Total funds brought forward		880,935	451,030	31,246	1,363,211	680,358
Total funds carried forward		1,086,760	438,658	59,757	1,585,175	1,363,211

Continuing Operations

All income and expenditure derive from continuing activities.

The notes form part of these financial statements.

ST. VINCENT'S HOSPICE LIMITED
CONSOLIDATED AND CHARITY BALANCE SHEETS
AS AT 31 MARCH 2022

	Notes	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
FIXED ASSETS					
Tangible assets	11	824,720	889,222	819,574	884,262
CURRENT ASSETS					
Stock		6,520	8,352	2,000	2,000
Debtors	12	396,380	288,129	1,037,731	548,834
Cash at bank and in hand		1,279,965	919,588	625,785	648,009
		1,682,865	1,216,069	1,665,516	1,198,843
CREDITORS					
Amounts falling due within one year	13	922,410	742,080	904,310	724,289
NET CURRENT ASSETS		760,455	473,989	761,206	474,554
NET ASSETS		1,585,175	1,363,211	1,580,780	1,358,816
FUNDS:					
Designated funds	15	438,658	451,030	438,658	451,030
Unrestricted funds	15	1,086,760	880,935	1,082,365	876,540
Restricted funds	15	59,757	31,246	59,757	31,246
		1,585,175	1,363,211	1,580,780	1,358,816

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies.

ON BEHALF OF THE BOARD

Eunice E. Muir - Director
24 November 2022

The notes form part of these financial statements

ST. VINCENT'S HOSPICE LIMITED
CONSOLIDATED CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	2022 £	2021 £
Cash flows from operating activities:			
Net cash inflow provided by / (used in) operating activities	17	382,155 -----	509,508 -----
Cash flows from investing activities:			
Payments to acquire tangible fixed assets		(21,778) -----	(21,236) -----
Net cash provided by /(used in) investing activities		(21,778) -----	(21,236) -----
Change in cash and cash equivalents in the year		360,377	488,272
Cash and cash equivalents brought forward		919,588 -----	431,316 -----
Cash and cash equivalents carried forward		1,279,965 =====	919,588 =====

ST. VINCENT'S HOSPICE LIMITED
NOTES ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

Statutory information

St. Vincent's Hospice Limited is a charitable company limited by guarantee not having a share capital and is therefore governed by its memorandum and articles of association. The company's registered number is SC150148 and registered office address is Midton Road, Howwood, Johnstone, Renfrewshire, PA9 1AF.

The nature of the charity's operation and principal activity is to provide palliative and end of life care for people with life-limiting illness.

Accounting convention

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:-

Basis of preparation

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) (effective 1st January, 2018) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act, 2006.

St. Vincent's Hospice Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

Going concern

The Directors are confident that the hospice has sufficient funding to cover its expenditure in the coming year. This Hospice has benefitted financially from both the restructuring activity carried out in the previous year which has reduced the cost-base, and also from non-recurring funding which the hospice received in 2021/22 which has boosted our reserves.

As such the Directors consider that there are no material uncertainties about the charity's ability to continue as a going concern.

ST. VINCENT'S HOSPICE LIMITED
NOTES ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

Group financial statements

These financial statements consolidate the results of the charity and its wholly owned subsidiary, SVH Trading Limited on a line by line basis. A separate Statement of Financial Activities for the charity itself is not presented because the charity has taken advantage of the exemptions afforded by Section 408 of the Companies Act, 2006.

Accounting judgements & sources of estimation uncertainty

In preparing these financial statements, the trustees have made the following judgements:

Tangible fixed assets are depreciated over their useful lives taking into account residual values, where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors. In re-assessing asset lives, factors such as technological innovation, product life cycles and maintenance programmes are taken into account. Residual value assessments consider issues such as future market conditions, the remaining life of the asset and projected disposal values.

Assets are considered for indications of impairment. If required an impairment review will be carried out and a decision made on possible impairment. Factors taken into consideration in reaching such a decision include the economic viability and expected future financial performance of the asset and where it is a component of a larger cash-generating unit, the viability and expected future performance of that unit.

Bad debts are provided for where objective evidence of the need for a provision exists.

Inventories are assessed for evidence of obsolescence and a provision is made against any inventory unlikely to be sold, or where stock is sold post year end at a loss.

Legal status of the charity

The Charity is a charitable company limited by guarantee not having share capital.

Incoming resources

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Fundraising

Fundraising income represents gross income collected from all fundraising events.

Health Board funding

This is credited to income in the period to which it relates.

ST. VINCENT'S HOSPICE LIMITED
NOTES ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

Donated Assets

Assets donated to the Hospice are treated as restricted funds against which depreciation will be charged.

Interest received

Interest is included when receivable by the charity.

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, exclusive of any VAT which can now be recovered.

Costs of generating funds comprise the costs of trading for fundraising purposes including expenditure incurred in running all fundraising events.

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 allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Freehold property	-	2% on cost
Improvements to property	-	2% on cost
Equipment	-	20% on cost
Fixtures and fittings	-	20% on cost
Motor vehicles	-	25% on cost

The charity has a policy where only assets costing more than £1,000 are capitalised.

Stocks

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

Debtors

Trade and other debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepared net of any discount due.

Cash and cash equivalents

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

ST. VINCENT'S HOSPICE LIMITED
NOTES ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will 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.

Government Grants

Government grants received are recognised in the period to which they relate.

Property rental and operating leases

Rentals payable are charged to the income and expenditure account on a straight line basis over the lease term.

Capital Grants

Grants of a capital nature are credited to restricted funds against which the relevant expenditure or depreciation is charged, depending on the purpose of the grant and type of expenditure.

Pensions

The company contributes to an unfunded benefit scheme that covers NHS employers, general practices and other bodies. The company uses The People's Pension for any staff who are not eligible to join the NHS pension scheme. Contributions payable for the year are charged to the income and expenditure account.

Financial instruments

The Charity has elected to apply the provisions of Section 11 "Basic Financial Instruments" and Section 12 "Other Financial Instruments Issues" of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transactions costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charity transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

ST. VINCENT'S HOSPICE LIMITED
NOTES ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

Basic financial liabilities

Basic financial liabilities, including creditors, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Impairment of Assets

Assets, other than those measured at fair value, are assessed for indicators of impairment at each balance sheet date. If there is objective evidence of impairment, an impairment loss is recognised in profit and loss as described below.

Non Financial Assets

An asset is impaired where there is objective evidence that, as a result of one or more events that occurred after initial recognition, the estimate recoverable value of the asset has been reduced. The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use.

Where indicators exist for a decrease in impairment loss, the prior impairment loss is tested to determine reversal. An impairment loss is reversed on an individual impaired asset to the extent that the revised recoverable value does not lead to a revised carrying amount higher than the carrying value had no impairment been recognised.

Financial Assets

For financial assets carried at amortised cost, the amount of impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the financial assets original effective interest rate.

For financial assets carried at a cost less impairment, the impairment loss is the difference between the assets carrying amount and the best estimate of the amount that would be received for the asset if it were to be sold at the reporting date.

Where indicators exist for a decrease in impairment and the decrease can be related objectively to an event occurring after the impairment was recognised, the prior impairment loss is tested to determine reversal.

An impairment loss is reversed on an individual impaired financial asset to the extent that the revised recoverable value does not lead to a revised carrying amount higher than the carrying value had no impairment been recognised.

ST. VINCENT'S HOSPICE LIMITED
NOTES ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

Fund accounting

Funds held by the charity are either:-

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the directors.
- Restricted funds - these are funds that 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 - this represents income net of expenses relating to the hospice extension which the directors have reclassified from restricted funds. There will be an annual transfer to the unrestricted fund representing an amount based on the depreciation rate.

2. ACTIVITIES FOR GENERATING FUNDS

	Unrestricted £	Restricted £	2022 £	2021 £
Shops and tearoom	284,035	-	284,035	93,003
Lottery	158,874	-	158,874	158,320
Strictly Come Prancing	-	-	-	69
Can collections	15,439	-	15,439	8,556
Light up a Life	11,753	-	11,753	11,321
Ladies lunch	4,137	-	4,137	-
Other fundraising activities	152,801	-	152,801	144,566
	-----	-----	-----	-----
	627,039	-	627,039	415,835
	=====	=====	=====	=====

3. INTEREST RECEIVABLE AND OTHER INCOME

	2022 £	2021 £
Health Board - Benefit in kind	18,471	21,380
Training income	11,448	315
Government grant	376,997	765,273
Insurance claim	-	89,803
Interest received	58	74
	-----	-----
	406,974	876,845
	=====	=====

4. DONATIONS, LEGACIES AND SIMILAR INCOME

	Unrestricted £	Restricted £	2022 £	2021 £
Legacies	141,054	-	141,054	49,641
Other donations	184,154	64,032	248,186	508,209
Greater Glasgow & Clyde Health Board	1,196,680	-	1,196,680	1,179,798
	-----	-----	-----	-----
	1,521,888	64,032	1,585,920	1,737,648
	=====	=====	=====	=====

ST. VINCENT'S HOSPICE LIMITED
NOTES ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

5. CHARITABLE ACTIVITIES

	Basis of allocation	Activities undertaken directly £	Support costs £	General admin costs £	Total 2022 £	Total 2021 £
Salaries and Social Security	Actual	1,841,475	-	-	1,841,475	1,779,902
Staff pensions	Actual	44,414	-	-	44,414	61,672
Provisions	Actual	6,637	-	-	6,637	4,827
Medical costs	Actual	16,181	-	-	16,181	9,516
Laundry and cleaning	Actual	5,668	-	-	5,668	3,852
Other care expenses	Actual	47,228	-	-	47,228	21,935
Hospice maintenance	Floor space	50,092	-	-	50,092	60,360
Hospice administration	Actual	102,822	-	-	102,822	71,279
Administration costs	Actual	158,137	-	-	158,137	227,873
		-----	-----	-----	-----	-----
		2,272,654	-	-	2,272,654	2,241,216
		=====	=====	=====	=====	=====

6. GOVERNANCE COSTS

Salaries and Social Security	Actual	17,500	-	-	17,500	15,000
Audit	Actual	9,500	-	-	9,500	12,000
Staff pension	Actual	3,000	-	-	3,000	3,000
		-----	-----	-----	-----	-----
		30,000	-	-	30,000	30,000
		=====	=====	=====	=====	=====

7. NET OUTGOING RESOURCES FOR THE YEAR

	2022 £	2021 £
This is stated after charging:-		
Depreciation	41,064	55,034
Impairments	45,216	98,057
Auditor's remuneration	9,500	12,000
Pension costs	47,414	64,672
	=====	=====

ST. VINCENT'S HOSPICE LIMITED
NOTES ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022

8. STAFF COSTS

	2022 £	2021 £
Staff costs comprise:		
Wages and salaries	1,744,241	1,674,158
Social security costs	114,734	120,744
Pension costs	47,414	64,672
	-----	-----
	1,906,389	1,859,574
	=====	=====

	2022 Number	2021 Number
The average number of staff employed by the charity during the year was:	85	82
	=====	=====

None of the directors have received any expenses from the company.

Analysis of staff earning more than £60,000 (excluding employer's pension costs)

<u>Number of staff</u>	<u>Salary between</u>
1	£70,000 - £80,000

9. TAXATION

As a charity, St. Vincent's Hospice Limited is exempt from tax on income and gains falling within Section 505 of the Taxes Act, 1998 or Section 256 of the Taxation of Chargeable Gains Act, 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

10. SUBSIDIARY UNDERTAKING RESULTS

The undernoted company, incorporated in Scotland and limited by guarantee, is considered by the directors to be a subsidiary undertaking of the charity.

The charity exercises a dominant influence over the subsidiary undertaking, and the directors of the charity are the only directors and members of the subsidiary. Any profits made by the subsidiary are paid to the charity by gift aid.

<u>Name</u>	<u>Nature of business</u>
SVH Trading Limited	Fundraising on behalf of the company

A summary of the audited trading results is shown below:-

	31.3.22 £	31.3.21 £
Turnover	442,909	251,323
Cost of sales	(4,965)	(6,306)
	-----	-----
Gross profit	437,944	245,017
Other income	32,500	229,803
Administration	(184,843)	(75,383)
Amount gifted to the charity	(285,601)	(399,437)
	-----	-----
Net profit retained in subsidiary	-	-
	=====	=====

ST. VINCENT'S HOSPICE LIMITED
NOTES ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

11. TANGIBLE FIXED ASSETS (continued)**Charity**

	Freehold property £	Improvements to property £	Equipment £	Fixtures & fittings £	Motor vehicles £	Total £
COST/VALUATION						
At 1 April 2021	660,229	737,659	62,910	161,945	40,569	1,663,312
Additions	-	-	14,096	6,068	-	20,164
Disposals	-	(24,148)	(45,330)	(82,305)	-	(151,783)
At 31 March 2022	660,229	713,511	31,676	85,708	40,569	1,531,693
DEPRECIATION						
At 1 April 2021	273,458	298,280	54,299	112,444	40,569	779,050
Charge for year	13,205	14,270	3,521	8,640	-	39,636
Eliminated & Disposals	-	(24,148)	(45,330)	(82,305)	-	(151,783)
Impairments	-	13,012	6,939	25,265	-	45,216
At 31 March 2022	286,663	301,414	19,429	64,044	40,569	712,119
NET BOOK VALUE						
At 31 March 2022	373,566	412,097	12,247	21,664	-	819,574
At 31 March 2021	386,771	439,379	8,611	49,501	-	884,262

If land and buildings had not been revalued they would have been included at the following historic cost:

	2022 £	2021 £
Cost	1,049,869	1,049,869
Aggregate depreciation	497,456	476,459
Net Book Value	552,413	573,410

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Prepayments	384,774	278,325	365,068	262,507
Due by subsidiary	-	-	662,223	277,639
Value added tax	11,606	9,804	10,440	8,688
	396,380	288,129	1,037,731	548,834

ST. VINCENT'S HOSPICE LIMITED
NOTES ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group 2022 £	Group 2021 £	Charity 2022 £	Charity 2021 £
Trade creditors	417,771	343,738	416,598	339,047
Accruals and deferred income	504,639	398,342	487,712	385,242
	-----	-----	-----	-----
	922,410	742,080	904,310	724,289
	=====	=====	=====	=====

14. FUNDS OF THE CHARITY

The Unrestricted Funds are to be used to meet the objectives of the company in the holistic care of the terminally ill at St Vincent's Hospice, Midton Road, Howwood.

An analysis of the movement in the restricted funds is given below:-

	at 01/04/21 £	Income £	Expenditure £	at 31/03/22 £
Electric Beds	1,407	-	1,407	-
Kitchen Refurbishments	7,204	-	7,204	-
Relaxation Room	8,915	-	8,915	-
Telephone System	13,720	-	13,720	-
Air Purification (SCDP Ionisers)	-	14,096	1,849	12,247
SVDP – IPU Decoration	-	3,000	2,286	714
Sanctuary	-	7,373	-	7,373
Visitor Reception	-	14,048	-	14,048
Barn Renovation	-	24,100	-	24,100
Staff Fund	-	1,415	140	1,275
	-----	-----	-----	-----
	31,246	64,032	35,521	59,757
	=====	=====	=====	=====

An analysis of the movement in the designated fund is given below:-

	Hospice extension £
Balance at 1 April 2021	451,030
Expenses in year including depreciation	(12,372)

Balance at 31 March 2022	438,658
	=====

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Group	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2022 £	Total 2021 £
Fixed assets	326,305	438,658	12,247	777,210	889,222
Current assets	1,594,223	-	88,642	1,682,865	1,216,069
Creditors < one year	(833,768)	-	(41,132)	(874,900)	(742,080)
	-----	-----	-----	-----	-----
	1,086,760	438,658	59,757	1,585,175	1,363,211
	=====	=====	=====	=====	=====

ST. VINCENT'S HOSPICE LIMITED
NOTES ON FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

16. PENSION COSTS

The company contributes to an unfunded benefit scheme, the NHS Pension Scheme (NHSPS). That scheme covers NHS employers, General Practices and other bodies. Consequently, it is not possible for St. Vincent's Hospice Limited to identify its share of the underlying scheme. The NHSPS has no assets for the purposes of calculations required by Financial Reporting Standard 17 on Retirement Benefits, although it is notionally funded. A full actuarial valuation was undertaken in March 1999 and details can be found on the separate statement of the NHSPS. The company uses The People's Pension for any staff who are not eligible to join the NHS pension scheme.

Total contributions paid by the company during the year ended 31 March 2022 amounted to £47,414 (2021 - £64,672).

Contributions amounting to £nil were outstanding at 31 March 2022 (2021 - £nil).

17 NOTE TO THE CASH FLOW STATEMENT

Reconciliation of changes in resources to net inflow from operating activities

	2022 £	2021 £
Net (outgoing) / incoming resources	221,964	682,853
Depreciation	41,064	55,034
Impairments	45,216	98,057
Decrease / (Increase) in stocks	1,832	(4,199)
Decrease / (Increase) in debtors	(108,251)	(174,672)
Decrease in creditors	180,330	(147,565)
	-----	-----
	382,155	509,508
	=====	=====

ST. VINCENT'S HOSPICE LIMITED
CONSOLIDATED DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2022

	St. Vincent's Hospice Limited 2022 £	SVH Trading Limited 2022 £	Group Total 2022 £	Group Total 2021 £
INCOME				
Fundraising	184,130	442,909	627,039	415,835
Donations				
Donations	248,186	-	248,186	508,209
Legacies	141,054	-	141,054	49,641
	389,240	-	389,240	557,850
Funding Received				
Greater Glasgow & Clyde Health Board	1,196,680	-	1,196,680	1,179,798
Other Income				
Interest	58	-	58	74
Health Board - Benefit in kind	18,471	-	18,471	21,380
Training income etc	11,448	-	11,448	315
Government Grants	344,497	32,500	376,997	765,273
Insurance Claim	-	-	-	89,803
	374,474	32,500	406,974	876,845
TOTAL INCOME	2,144,524	475,409	2,619,933	3,030,328
EXPENDITURE				
Hospice Expenses				
Hospice Care				
Salaries and national insurance	1,762,516	96,459	1,858,975	1,794,902
Staff pension	45,611	1,803	47,414	64,672
Provisions	6,637	-	6,637	4,827
Medical	16,181	-	16,181	9,516
Laundry and cleaning	5,668	-	5,668	3,852
Repairs and renewals	28,563	-	28,563	10,699
Doctors' fees	16,679	-	16,679	10,263
Uniforms	1,986	-	1,986	973
	1,883,841	98,262	1,982,103	1,899,704
Hospice Maintenance				
Heat and light	24,641	-	24,641	28,251
Rates	837	-	837	828
Insurance	17,131	-	17,131	15,876
Repairs and maintenance	10,437	-	10,437	10,119
Health & Safety	6,046	-	6,046	5,286
	59,092	-	59,092	60,360

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ST. VINCENT'S HOSPICE LIMITED

CONSOLIDATED DETAILED INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

	St. Vincent's Hospice Limited 2022 £	SVH Trading Limited 2022 £	Group Total 2022 £	Group Total 2021 £
Hospice Administration				
Telephone	12,656	-	12,656	13,648
Printing, post and stationery	9,130	-	9,130	10,710
Computer maintenance	63,295	-	63,295	36,698
Subscriptions and courses	13,649	-	13,649	10,223
Courier Charges	4,092	-	4,092	-
	-----	-----	-----	-----
	102,822	-	102,822	71,279
	-----	-----	-----	-----
Hospice Expenses Total	2,045,755	98,262	2,144,017	2,031,343
	-----	-----	-----	-----
Fundraising Expenses	8,194	85,876	94,070	76,259
	-----	-----	-----	-----
Administration Expenses				
Motor and travel	13,009	-	13,009	13,949
Audit fees	6,500	3,000	9,500	12,000
Accountancy	-	-	-	6,000
Sundry	6,397	-	6,397	9,616
Professional fees	26,075	-	26,075	32,788
Training	4,965	-	4,965	1,370
Leasing charges	6,288	-	6,288	5,694
	-----	-----	-----	-----
	63,234	3,000	66,234	81,417
	-----	-----	-----	-----
Interest payable and similar charges				
Bank charges	6,123	1,245	7,368	5,365
	-----	-----	-----	-----
	6,123	1,245	7,368	5,365
	-----	-----	-----	-----
Depreciation - owned assets	39,639	1,425	41,064	55,034
Impairments	45,216	-	45,216	98,057
	-----	-----	-----	-----
TOTAL EXPENDITURE	2,208,161	189,808	2,397,969	2,347,475
	-----	-----	-----	-----
Gift aid donation	285,601	(285,601)	-	-
	-----	-----	-----	-----
SURPLUS / (DEFECIT) OF INCOME OVER EXPENDITURE	221,964	-	221,964	682,853
	=====	=====	=====	=====
Unrestricted funds	205,825	-	205,825	721,047
Restricted funds	28,511	-	28,511	(25,822)
Designated funds	(12,372)	-	(12,372)	(12,372)
	-----	-----	-----	-----
	221,964	-	221,964	682,853
	=====	=====	=====	=====

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