

Company registration number: 01509313
Charity registration number: 509759

Nottinghamshire Hospice Limited

(A company limited by guarantee)

Annual Report and Financial Statements

Year Ended 31 March 2016

**Page Kirk LLP
Chartered Accountants and Statutory Auditors
Sherwood House
7 Gregory Boulevard
Nottingham
NG7 6LB**

NOTTINGHAMSHIRE HOSPICE LIMITED
CONTENTS

Reference and Administrative Details	1
Trustees' Report	2 to 11
Independent auditors' report	12 to 13
Statement of financial activities	14
Balance Sheet	15
Notes to the financial statements	16 to 29
Non statutory notes	30 to 33

The following pages do not form part of the statutory financial statements:

NOTTINGHAMSHIRE HOSPICE LIMITED
REFERENCE AND ADMINISTRATIVE DETAILS

Charity name	Nottinghamshire Hospice Limited	
Charity registration number	509759	
Company registration number	01509313	
Principal office	Fernleigh 384 Woodborough Road Nottingham NG3 4JF	
Registered office	Fernleigh 384 Woodborough Road Nottingham NG3 4JF	
Trustees	Mrs I Andrews	(resigned 6 September 2015)
	Mrs J Bolton	(resigned 1 March 2016)
	Mr B Brady	
	Mrs J Brunner	
	Mr A Dowding	
	Dr C Kenny	(resigned 1 March 2016)
	Mr C Peacock	
	Mr D Saunders	
	Dr D Black	(appointed 1 September 2015)
	Mrs C Claydon-Butler	(appointed 3 November 2015)
	Mrs T Madge	(appointed 1 March 2016)
Secretary	Mrs A Booth	
Solicitor	Flint Bishop Solicitors St. Michael's Court St. Michael's Lane Derby DE1 3HQ	
Bankers	Barclays Bank Plc PO Box 18 High Street Nottingham NG1 6FF	
Auditor	Page Kirk LLP Sherwood House 7 Gregory Boulevard Nottingham NG7 8LB	

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements of the charity for the year ended 31st March 2016.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The Trustees who served the charity during the period were as follows:

Mrs I Andraws (resigned 6 September 2015)

Mrs J Belton (resigned 1 March 2016)

Mr B Brady

Mrs J Brunner

Mr A Dowling

Dr C Kenny (resigned 1 March 2016)

Mr C Peacock

Mr D Saunders

Dr D Black (appointed 1 September 2015)

Mrs C Claydon-Butler (appointed 3 November 2015)

Mrs T Madge (appointed 1 March 2016)

OUR GOVERNANCE AND MANAGEMENT

Governing Document

Nottinghamshire Hospice is a Company Limited by Guarantee governed by its Memorandum and Articles of Association incorporated on 25 July 1960, amended to allow for current governance arrangements on 20 July 2004 and further updated and subsequently adopted on 18 March 2008 and again on 4 February 2014. It is registered as a Charity with the Charity Commission.

Appointment of Trustees

As set out in the Articles of Association the Chair of the Council is nominated by the elected Trustees of the Council. The Council may consist of between five and fifty members and presently consists of eight members. Trustees have the power to co-opt other members as they feel appropriate. Co-opted members serve for a time-limited period.

Trustees are elected on a retiring rotational system as per the Memorandum and Articles of Association. Nominations can be received from any person but must be proposed and meet the criteria as detailed on the Notice for AGM which is circulated in an open and transparent manner through the Nottinghamshire Hospice website.

Trustees meet at least six times per year which is more than the quarterly intervals required by the charity's governing documents. The Trustees are also involved in relevant sub-groups which include Quality and Safety, Income Generation and Development; and Finance and Governance. The Treasurer and Chief Executive meet regularly to review the financial management of the Charity.

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

The Charity has a comprehensive induction process and procedure for potential and new Trustees. Potential Trustees are invited, through an open and transparent process to submit a short précis of their skills and experience. All nominations are discussed by the Trustees at the AGM. If accepted, the Chief Executive and Company Secretary then conduct an induction process which includes providing the new Trustee with copies of key documents.

Our Structure

Nottinghamshire Hospice provides a range of palliative services for members of the Nottinghamshire community with life limiting illnesses. We also provide support for patient's families and carers. Nottinghamshire Hospice is now organised into three key areas of work.

During 2015/16 the Hospice was under the leadership of Rowena Naylor-Morrall, Chief Executive since 14 January 2014 and she reports directly to the Board of Trustees. The Chief Executive has led a Senior Management Team consisting of the Deputy Chief Executive/Director of Fundraising & Communications and the Director of Care Services. In 2015 this has reduced to one Director of Clinical Services and Operations. To facilitate effective operations, the Chief Executive has delegated authority from the Board of Trustees for operational matters including Finance, Governance and Legal, Fundraising & Communications, Health and Safety, Human Resources including Volunteer Services, Catering Services, Domestic Services and Logistics. The Chief Executive is responsible for advising the Board of Trustees in all strategic matters, undertaking the day to day operations of the Hospice. Freelance Consultants when required, are also managed by the Chief Executive. The Finance Team are supported by an external Accountant and are responsible for ensuring that robust systems enable all finances to be monitored through open and transparent processes. The Finance Team is responsible for producing monthly management reports for the Chief Executive and Directorate together with bi-monthly reports to the Board of Trustees. The Finance Manager is also responsible for all insurances and Leases for our retail outlets. The HR team which consists of two fully qualified personnel who are responsible for the recruitment, induction and training of all paid staff in all parts of the Hospice. The Executive review legal matters supported by Lawyers Flint Bishop, health and safety matters are managed by external contractors Copes Management Services. All Clinical Services which includes the Day Therapy Unit, Hospice at Home, Carers and Bereavement Services were led by Donna Payne who is also the Registered Manager with Care Quality Commission.

The Pope Day Therapy Unit provides for care and support for patients who are in the final year of life. This includes providing a varied programme of holistic therapies, therapeutic activities and support in pain and medication management, help with breathlessness and mobility. The unit uses a care model based on rehabilitative palliative care which focuses on a patient's abilities or ambitions rather than their limitations. The team aim to support patients to be independent and get maximum benefit from every day.

Our Hospice at Home service provides nursing led support which enables people with life limiting illness to be cared for within their own homes, the service ensures that more than 82% of people achieve their preferred place of death – their own home. The service is fully integrated with the community of health professionals involved in End of Life provision.

In addition to the above, Nottinghamshire Hospice offers a range of Palliative Care and end of life support which includes Complementary Therapies, Physiotherapy, Creative Arts, Advanced Care Planning, Pain Management and Symptom Control, Treatments, Counselling, Carers support, Chaplaincy support and Bereavement services.

The Fundraising team is led by the Fundraising Development Manager and supported by the Chief Executive. This combined team includes Corporate and Community Fundraising partnerships, Legacies, grants and trusts. The voluntary income generated supports the Hospice to ensure that our services, which are free to patients and their families and carers at the point of delivery, are able to continue and develop to meet patient needs.

Lottery members support the on-going work of the Hospice, players can subscribe to the Lottery on a Monthly basis or as a one off play. The Lottery is monitored by the Gambling Commission.

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

- Retail is the public face of Nottinghamshire Hospice on the high street. The eleven shops throughout Nottinghamshire sell donated goods and other merchandises. Our central depot collects donations, sorts rags and delivers goods to our retail outlets. In line with the Retail Strategy, we are presently looking for further retail outlets in order to raise the profile of Nottinghamshire Hospice to a wider audience.
- This Communications team also manages the website, online sales, all PR including all Social Media, in order to raise the profile of the Hospice and generate more support and consequently funds, into the Hospice.

Our Mission, Aim, Objectives and Vision

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in directing activities during the year.

Our Mission is to provide high quality palliative care services to all patients and families, providing palliative care education and research in collaboration with other care providers.

Our Aim is to provide a holistic Hospice provision within a community setting for community members primarily adults who are in the palliative stage of any life limiting illness and who are in the agreed area of benefit. The objects for which the charity is established can be found in detail within the governing documents.

In February 2014 the Memorandum and Articles of Association were amended in order that the area of care provided to patients could be increased; this is now a fifty mile radius; from the Hospice at 354 Woodborough Road, Nottingham.

The principal Objective of the Hospice is to provide appropriate and high quality services to meet the palliative care and end of life needs of patients, their families and carers living with terminal or life limiting illnesses by such charitable means as the Trustees identify and agree through:

- Providing a therapeutic Palliative Care Hospice Day Therapy Unit service run by a qualified clinical team to serve the community members of Nottinghamshire who are in the palliative stage of their illness;
- Providing an end of life Hospice at Home service run by a qualified clinical team to work with community members of Nottinghamshire in their own homes, who are in the latter stage of their illness;
- Provide emotional and psychological support, advice, guidance and information to carers and those who have been bereaved. In addition complementary therapies, counselling and group support are provided to build resilience and coping strategies enabling patient care to be enhanced.

Each year the Trustees and Chief Executive set operational objectives to enable the charity to meet our Aim. The key areas under which these objectives are set are:

- Clinical services
- Finance
- Governance (clinical and corporate)
- Corporate Partnerships
- Income Generation
- Fundraising
- Retail
- Human Resources
- Staff Development
- Marketing and Communications
- Health and Safety

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

Our Vision is to be a leader in palliative care, meeting the physical, psychological, emotional and spiritual needs of our patients, their families and carers and to be a leader in palliative care education, and research within the wider care sector.

Our Achievements, Performance and Plans for the Future

Nottinghamshire Hospice has faced increasing financial pressures during 2015/16. These have been caused by an increasing need for services, particularly our Hospice at Home Service and limited resources to meet that need. The services are available to people earlier in their journey and our ambition is to support people earlier. Due to the demand on the service from people in the last months of life our progress is slow but constant. During the autumn 2015 we were successful in bidding and securing the tender for the South of Nottinghamshire End of Life Support Services. This has given stability to the services and an opportunity to integrate our care further with the wider healthcare community. In 2015/16, the Trustees have been focusing on increasing income generation opportunities, the hospice has recruited an experienced and dynamic fundraising team who have innovated and introduced new approaches including the successful Bubble Rush, outdoor cinema and recognising the importance of in memoriam gifts which have continued to increase. In common with the wider charity and particularly local hospice groups, legacy performance has been very poor. This has been due in part to poor national press in regards to charities generally. More significantly is the demand on family reserves as more is required to support longer retirements and the need for parents to finance both education and the first homes of their children.

During 2015/16 the hospice has continued to benefit from the generous legacy of Lady Evelyn and Sir Joseph Pope. This has been deployed to support key posts within Day Therapy; our plan for the use of the fund in 2016/17 has been approved by the family and will continue to support key posts. There has been learning in the description of the fund in the accounts; the fund is a revenue fund to support operational delivery. However its treatment in the accounts means that the Hospice whilst incurring a small, planned overspend of £54,000 appears greatly over-expended to the value of £530,844. This position presents a false profile in relation to the sustainability of the Hospice which will be redressed in the 2017/18 accounts.

The performance of Care Services has been exemplary, the Lady Evelyn and Sir Joseph Pope Therapy Unit has been able to support up to thirty patients each day, the trend for patients to present with complex needs has continued. This requires the team to engage in skilled and detailed personal care, pain and symptom management. A change in patient need has meant upgrading our transportation and investment in new seating able to keep patients comfortable. Patients who otherwise spend their day in a bed or in a wheelchair at home are now able to transfer to an armchair which can be adjusted to support their needs.

The Hospice at Home Service has also seen a change in profile of the patients it supports, this has been affected by levels of resource and an increasing demand on the service. Whilst the criteria for the service is people in the last six months of life, nurses and health care assistants are more likely to be supporting people in the last month of life, providing intense support and supporting more people to die at home. Our service in Mansfield and Ashfield is particularly in demand with the workforce being recruited locally to reduce costs and reflect local populations. The Hospice at Home Service is a flagship service and reflects the increasing needs and expressed choice of patients to die at home, supported by high quality care, pain and symptom management, which Nottinghamshire Hospice is excellent in providing.

Volunteers who give more than four hours service each week have increased by 15% with strong partnerships being developed with Experian, Department of Works and Pensions, Spasavers, and Santander who have provided teams to support work in the garden and at retail units. We are grateful for their continued support, single event support has increased by 20% which equates to more than £582,000 in contribution of gifts of time. Without the support of Volunteers the Hospice would be unable to provide the level of service patients currently enjoy.

The Carer and Bereaved Service was reviewed in 2015/16, the recommendations will be implemented during 2016/17. In our report to support the accounts for 2014/15 our commitments for 2015/16 were:

- Publish our plans for implementing our new strategic direction – Postcards from the Future. This has been completed and embedded in practice and appraisals.

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

- Focus our action plans on Objective 1 Widen access to Nottinghamshire Hospice Services. Our services are now accessible to all communities within Nottingham and Nottinghamshire with particular developments in Mid Nottinghamshire. And Objective 4 Ensure the sustainability of our services by maximising all opportunities for income generation. Some progress has been made through the development of the Fundraising team but further work will be undertaken in 2016/17.
- Working with partners and stakeholders to identify opportunities for collaboration in addressing levels of needs and availability of 'hospice care' in the wider community. This has been achieved through joint working with other Hospices, CCG's through the commissioning process and Nottingham City Care.
- Review current and future service users (patients) to identify where services do not meet demand. This will include a focus on the needs of people with dementia, young people in transition and the frail elderly. We have completed research into need and will carry this objective forward into 2016/17.
- Build on good practice by supporting a programme of nurse revalidation, developing the skills of the palliative nursing assistant team and supporting partners to understand what good practice in palliative care can look like. The programme of revalidation is underway and investment has been made to improve levels of supervision of health care assistants. This will be carried forward in 2016/17.
- Increase our effectiveness in developing income opportunities by increasing our retail units by a further three shops, developing a county wide network of ambassadors supported by an effective group of hospice friends. We have successfully increased our portfolio of shops and have an established network of supporters in place.
- Be at the heart of every community, supporting and informing people throughout their life and being there when they need us most. The responsiveness of services has been increased. This has delivered transformative changes for patients receiving care from the Hospice at Home service.
- Consolidate our understanding and achievement of standards for governance and compliance by establishing a key role to support Trustees, Staff and all those who use our services to meet the high standards expected for Nottinghamshire Hospice. The role of corporate services officer has been established and learning from the post informing our future planning

The Hospice was last inspected by the Care Quality Commission (CQC) on the 6 February 2014 and was recognised as compliant with the outcomes reviewed; a full report can be found on the CQC website and further details are also included in this report.

Plans for the future 2016 onwards.

Nottinghamshire Hospice continues to be a substantial service provider for those with life limiting illness at end of life. During 2016/17 we will:

- Focus our development of services in collaboration with other providers and test new models and locations for the delivery of care.
- Implement the recommendations of our bereavement review to provide higher levels of support to carers and the bereaved by increasing the capacity of the team
- Review the Day Therapy model of care to increase outcomes for patients relating to living well and maintaining independence
- Increase the number of people able to be supported by Hospice at Home. we will review the financial model underpinning the service and identify options for increasing investment
- Invest in staff development by supporting Hospice at Home staff to achieve NVQ level three and all registered nurses to achieve revalidation
- Broaden the skill-base and experience of the Board of Trustees by recruiting additional Trustees with legal, media, clinical and caring knowledge and experience.
- Identify opportunities for increasing income generation by increasing our portfolio of shops and increasing the return on investment of fundraising activity by 10%.

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

- Review our model of care and service provision to ensure it meets the highest quality standards, is effective and sustainable.

By working in this way Nottinghamshire Hospice will be ideally placed to take advantage of emerging opportunities for growth and consolidation which will ensure performance over future years.

Executive Team

The key role of the Chief Executive is to provide motivational leadership across all services; challenging the status quo; inspiring vision and trust and enabling and empowering managers, staff and volunteers to deliver high quality services for patients.

Volunteer Services have increased in numbers, strengths and skills. At the end of this financial year we have recruited and retained four hundred and forty people who have regularly given their time, skills and experience free of charge by volunteering at the Hospice. Volunteers are employed in our Charity Shops, Day Therapy Unit, Fundraising and Finance departments, as well as the Hospice gardens. Our volunteers are the very backbone of our Hospice, without their contribution the Hospice would not be able to provide the level of care, support and service to people at the end of their lives. The Board of Trustees, Senior Management Team, Staff and Patients are indebted to the Volunteer Workforce and extend their grateful thanks and recognition for their support.

The Pope Day Therapy Unit, which acknowledges the generous gift made to the Hospice by the Lady Evelyn and Sir Joseph Pope Fund; provides both practical and emotional support to our patients. As well as serving meals and refreshments, and helping with general activities, they are there to provide companionship and support to patients.

The Finance Team, which is part of the Executive Team, led by the Chief Executive supported by the Finance Manager and three Finance Assistants. The Hospice also commissions an Accountant who supports the Finance Manager and who presents monthly management reports to the Chief Executive and Directors.

The Human Resources team continue to raise the standards in all aspects of HR for both paid and unpaid staff. There is now one hundred and thirty-five staff employed at the Hospice, each employee and volunteer is inducted into the organisation, their team and individual role. A mandatory programme of training is in place in relation to issues such as safe-guarding. Management Development programmes are in place along with performance management, Personal Development Plans and appraisals.

Clinical Services

2015/16 has proved to be a challenging year in both sustaining contract requirements but stretching our resources to meet the increasing demands of the rising number of patients who need our support. This year the trustees released a further £54,000 from reserves to enable their needs to be met. Without the investment from reserves, many of our patients would not have been supported in the last days of life.

In all areas of the Hospice, there has been an increase in people accessing our services, flexible ways of working and a requirement for Hospice at Home services that are not currently met. The effective co-ordination and delivery of nursing led services ensures that as many patients as possible are supported. The Hospice continues to make a significant contribution to healthcare across Nottingham and Nottinghamshire where services for people with respiratory, circulatory or liver disease are not as developed as those in place for cancer. During 2015/16 our learning has indicated that the need for services to support those with complex conditions will increase in line with the JSNA. Our challenge will be to raise sufficient voluntary donations to meet the demand which outstrips Clinical Commissioning Group investment. The Care team - nursing, allied health and support team have provided a service of excellence to all patients in need regardless of diagnosis, be they at home, attending the Therapy Unit or our Hospice at Home service. We have provided over 42,000 hours of Hospice at Home care and over 5,500 places at the Day Therapy Unit during the year.

We aim to ensure that 2016/17 will be equally successful for the Hospice, building on learning and understanding to increase both the level of service and quality of service.

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

Our Services

The Pope Day Therapy Unit

The Pope Day Therapy Unit is one of the largest Palliative Care Centres in the UK, each day welcoming thirty patients. The Day Therapy Team includes experienced therapists including Physiotherapist who leads on mobility and breathlessness clinics and Complementary Therapists, who added Acupuncture to the list of therapies we are now able to offer.

Patient Activities

During 2015/16, a wide range of activities were offered, leading to an increase in the number of activities which took place off site. Themed activities have included Goose Fair, Halloween, the Queens ninetieth birthday and Easter egg rolling. Patients have supported the hospice by engaging with the press, particularly Notts TV, sharing their stories and experiences at the hospice.

A fifty strong Day Therapy volunteer team, is supervised by the Rehabilitation Support Worker have supported patients to access the activity programme, facilitating many of the activities. The Board of Trustees and Senior Management team would like to thank volunteers for the generosity of spirit and kindness.

Hospice at Home

During 2015/16 Hospice at Home has once again increased its provision both in terms of quantity and quality. The service has continued to significantly extend the provision in the mid and north districts of Nottinghamshire, in particular Mansfield, Ashfield and Sherwood. The ethos of the service is to enable patients to have a realistic choice of where they are cared for, whether this is to facilitate a death at home, enable a patient to be cared for at home for as long as possible, reduce admissions to acute or hospice settings or to provide respite for family carers. The service is tailored to the needs of the patient, and can provide a minimum of two hour blocks of care through to being able to deliver care over a twenty-four hour care period in the terminal phase of a patient's illness.

During 2015/16 the service has continued to demonstrate good practice and innovate, becoming a single point of contact for end of life services across the city and county. The Board of Trustees and Senior Management Team compliment the team on their outstanding performance

Spiritual/Chaplaincy Support

A key element to palliative care is spiritual support for patients, their families and carers. An ecumenical team of local faith leaders, work in providing spiritual and pastoral guidance to those who require it.

Bereavement and Counselling Service

Our Bereavement Service offers emotional and psychological support to the family and friends of patients who were involved with Nottinghamshire Hospice at the time of their death. In line with NICE guidelines, we offer individuals who are referred to us an assessment of their needs in order to determine what level of support to offer.

This service is based at the Hospice, and is co-ordinated by the Bereavement and Counselling Services Coordinator who provides appropriate support to patients, bereaved individuals and their families. Patients can access the service through various sources such as, their Community Nurse Specialists, GP, Day Hospice or directly themselves. Sessions can sometimes continue over a period of several weeks or months depending on the need, or in some instances, only one session is required.

The completion of the review of the service has indicated the need for the service to increase the type and availability of support it provides. During 2016/17 this will require a recruitment of new types of volunteers and the introduction of additional governance.

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

As society changes and our rituals around death have changed, bereaved individuals can feel alone and isolated with their grief. Some individuals may need someone to talk to about what is happening to them, to help them to understand how they are feeling. Even where there are close family and friends, an individual may want to talk to someone outside of that circle, perhaps there may be confidential matters that cannot be spoken about easily with loved ones. The bereavement service is particularly significant in helping carers, who have lost the person for whom they were caring; to come to terms with their loss and help them move forward with their own lives.

As well as individual support we also offer the opportunity for bereaved individuals to meet and support each other in an informal group setting once a month in our Bereaved Carers' Self-Help Group.

Each year the Hospice holds a 'Light up a Light' event and a 'Forget Me Not' event to which families and carers are invited. The invitations are open to all bereaved families known to the Hospice and the bereaved in the community, which is greatly increasing attendance.

Carers Support

We support carers who are caring for a patient with a life-limiting illness and who experience a limited social life due to this situation. The patient must be known to the Hospice. Carers are invited to take time out, to socialise and have the opportunity of peer support with other carers on one of the Hospice Carer's days.

Fundraising and Marketing Team

Fundraising

During 2016/16 the fundraising team organised a range of events, increased the number of corporate organisations aware and engaged with the Hospice, delivered the Lottery project and provided support for a range of charity events.

The impact of in reach into the county and city by national charities that do not deliver local services has challenged levels of engagement in Nottinghamshire Hospice events. This has led to lower than expected levels of return necessitating a small investment from reserves to meet growing patient need. During 2016/16 the appointment of a Fundraising Development Manager and a more experienced fundraising team has led to an improvement in planning and delivery of fundraising activity. There has been testing of new models and learning from across the sector.

The changes in the regulation of fundraising practice will be incorporated in the activities and governance of fundraising activities

Lottery

The Hospice Lottery team and volunteers have continued to promote the opportunity to support the Hospice and enjoy a 'win' along the way. During 2016/17 we will be reviewing and benchmarking our performance against Hospice's with a similar profile to ensure we are maximising this income stream. Our programme of 'super draws' has increased the yield progressively on key weeks. This has been driven by the engagement of our retail shops which sell single draw tickets and are working to retain membership.

Retail

Our portfolio of Hospice shops continues to increase the quality and range of goods available. Whilst competition on the High Street is strong, Hospice shops are retaining both footfall and spend above the average performance expected for charity retail units.

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

FINANCIAL REVIEW

During 2015/16, the services of the Hospice have continued to meet patients' needs although resources have been much more difficult to obtain due to the high demand on limited funding opportunities. The Board of Trustees, who has a commitment to ensuring people in Nottinghamshire and Nottingham are supported and cared for at the end of their lives. They took the informed decision to support additional activity utilising Nottinghamshire Hospice reserves to meet the unmitigated demand for our services, particularly in mid Nottinghamshire, this was to a lower level than in previous years. This has resulted in a deficit end of year figure being reported we acknowledge that this is not a sustainable strategy; in 2016/17 we will work harder to deliver new sources of voluntary income to meet the demand and ensure our ambition is achieved. The reporting of the Lady Evelyn and Sir Joseph Pope Fund in the format that is currently applied does not reflect the actual performance of the Hospice, the treatment of the fund will be reviewed and reporting in the current format falsely impacts on the sustainability of the Hospice. This may impact on the Hospice ability to attract additional funding.

Risk Management

The Trustees have a Risk Management Strategy which comprises:-

- An annual review of the risks the charity may face
- The establishment of systems and procedures to mitigate those risks identified in the strategy
- The implementation of procedures designed to minimise any potential impact on the charity should those risks materialise

RESERVES POLICY

The Trustees have considered the reserves held by Nottinghamshire Hospice Limited as at 31 March 2016.

The charity needs reserves to enable it to develop its long term aims as well as ensuring the continuation of its current activities. In order to meet their responsibilities and to ensure that the charity continues to operate on a going concern basis the Trustees have reviewed the requirements and risks faced by the charity in both the short and medium term. The Trustees are satisfied with the level of reserves at the balance sheet date.

Funds designated for specific purposes are set out in note 20 on page 27 of the financial statements.

To ensure that the charity can meet its development aims and objectives, the Trustees will reassess the fund levels at regular intervals.

INVESTMENT POLICY

The aim of the Trustees is to invest to secure long-term capital growth rather than to maximise short-term income whilst recognising the need for a regular stream of income necessary to fulfil the obligations of the charity.

During the year the Trustees considered their investment strategy and asset allocation within the portfolio in the light of declining interest yields.

In 2002, the Trustees engaged the Brewin Dolphin Group as investment managers.

As at 31 March 2016, the market value of investments stood at £500,369. The detailed movement in the fixed asset investments is shown in page 24 of these financial statements. It has been agreed by the Board of Trustees that investments should be held in a variety of institutions and for a variety of time thus minimising further risk during this time of worldwide financial turbulence, whilst also maintaining a good level of return on the investments.

Investment Powers

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the Trustees wish. The Trustees, having regard to the liquidity requirements of operating the Hospice and to the reserves policy, have operated a policy of keeping available funds in an interest bearing account and seek to achieve a rate of interest which matches or exceeds inflation as measured by the retail prices index.

NOTTINGHAMSHIRE HOSPICE LIMITED

TRUSTEES' REPORT

RESULTS

The end of year finished in a positive of £1,013,294 'unrestricted' funds and £1,210,880 'restricted' funds. The Trustees wish to highlight the importance of legacy/donation giving and the fact that we have been extremely fortunate to receive our substantial gift from the Lady Evelyn and Sir Joseph Pope Fund; Trustees also note that it is only through tight financial controls and robust management that we are a position in which to meet the new financial year.

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also directors of Nottinghamshire Hospice Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and the 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 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;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records 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.

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 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.

Small company provisions

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

Auditor

Page Kirk LLP have expressed their willingness to continue as auditors for the next financial year.

Approved by the Board on 4 October 2016 and signed on its behalf by:

.....
Mr D Saunders
Trustee

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF NOTTINGHAMSHIRE HOSPICE LIMITED

We have audited the financial statements of Nottinghamshire Hospice Limited for the year ended 31 March 2016, set out on pages 14 to 29. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

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 work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

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.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

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 2016 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 applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF NOTTINGHAMSHIRE HOSPICE LIMITED

..... *continued*

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

.....
John Wallis (Senior Statutory Auditor)
For and on behalf of Page Kirk LLP, Statutory Auditor

Sherwood House
7 Gregory Boulevard
Nottingham
NG7 6LB

4 October 2018

NOTTINGHAMSHIRE HOSPICE LIMITED
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND
EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL RECOGNISED GAINS
AND LOSSES)
YEAR ENDED 31 MARCH 2016

	Note	Unrestricted funds £	Restricted funds £	Total Funds 2016 £	Total Funds 2015 £
Incoming resources					
Incoming resources from					
Voluntary income	2	207,019	91,379	298,398	497,627
Activities for generating funds	3	1,265,078	-	1,265,078	1,180,968
Investment income	4	22,316	-	22,316	23,814
Incoming resources from charitable activities	5	1,121,493	-	1,121,493	1,150,448
Total incoming resources		2,615,804	91,379	2,707,283	2,832,855
Resources expended					
Costs of generating funds					
Fundraising trading: cost of goods sold and other costs	8	1,134,430	3,360	1,137,810	1,105,589
Investment management costs	7	5,847	-	5,847	5,896
Charitable activities	8	1,631,839	438,132	2,069,971	2,246,137
Governance costs	9	7,263	-	7,263	7,279
Total resources expended		2,779,179	441,512	3,220,691	3,364,891
Net expenditure before transfers		(163,275)	(350,133)	(513,408)	(532,036)
Transfers					
Gross transfers between funds		-	-	-	-
Net expenditure before other recognised gains and losses		(163,275)	(350,133)	(513,408)	(532,036)
Other recognised gains/losses					
(Losses)/gains on investment assets		(17,536)	-	(17,536)	32,997
Net movements in funds		(180,811)	(350,133)	(530,944)	(499,039)
Reconciliation of funds					
Total funds brought forward		1,194,105	1,581,013	2,755,118	3,254,167
Total funds carried forward		1,013,294	1,210,880	2,224,174	2,755,118

All incoming resources and resources expended derive from continuing activities.

The notes on pages 16 to 29 form an integral part of these financial statements.

**NOTTINGHAMSHIRE HOSPICE LIMITED (REGISTRATION NUMBER:
01509313)**

**BALANCE SHEET
31 MARCH 2016**

		2016		2015	
	Note	£	£	£	£
Fixed assets					
Tangible assets	12		1,595,884		1,711,876
Investments	13		500,359		638,541
			<u>2,096,223</u>		<u>2,350,517</u>
Current assets					
Stocks and work in progress		20,220		28,385	
Debtors	14	142,919		126,602	
Cash at bank and in hand		<u>82,516</u>		<u>408,895</u>	
		245,655		583,682	
Creditors: Amounts falling due within one year	15	<u>(117,704)</u>		<u>(159,081)</u>	
Net current assets			<u>127,951</u>		<u>404,601</u>
Net assets			<u>2,224,174</u>		<u>2,755,118</u>
The funds of the charity:					
Restricted funds			1,210,880		1,581,013
Unrestricted funds			<u>1,013,294</u>		<u>1,194,105</u>
Total charity funds			<u>2,224,174</u>		<u>2,755,118</u>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

Approved by the Board on 4 October 2016 and signed on its behalf by:

.....
Mr C Peacock
Trustee

.....
Mr D Saunders
Trustee

The notes on pages 16 to 29 form an integral part of these financial statements.

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2016

1 ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain fixed assets, and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (FRSSE SORP)', effective January 2015, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006.

This is the first year that the financial statements have been prepared in accordance with the FRSSE SORP and the FRSSE 2015. There are no material transitional adjustments.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes.

Further details of each fund are disclosed in note 20.

Incoming resources

Voluntary income including donations and legacies is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Shop income and income derived from events is recognised as earned (that is, as the related goods or services are provided).

Investment income is recognised on a receivable basis.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Costs of generating funds comprise the costs of trading for fundraising purposes and investment management fees.

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

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2016

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Fixed assets

Individual fixed assets are initially recorded at cost. There is no de minimis limit for items to be capitalised.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Freehold interest in land and buildings	4% straight line
Furniture, fittings and equipment	33.33% straight line or 15% reducing balance
Plant and machinery including motor vehicles	25% reducing balance
Leasehold and other interests in land and buildings	Varying rates

Investments

Fixed asset investments are included at market value at the balance sheet date.

Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the statement of the financial activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the statement of financial activities based on the market value at the year end.

Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Net realisable value is based on selling price less anticipated costs to completion and selling costs. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.

Operating leases

Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.

Pensions

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2016

2 VOLUNTARY INCOME

	Unrestricted funds £	Restricted funds £	Total Funds 2016 £	Total Funds 2015 £
Donations				
Donations	33,787	2,000	35,787	22,935
Legacies	102,269	-	102,269	170,625
Grants	70,863	89,379	160,342	303,867
	<u>207,019</u>	<u>91,379</u>	<u>298,398</u>	<u>497,627</u>

3 ACTIVITIES FOR GENERATING FUNDS

	Unrestricted funds £	Restricted funds £	Total Funds 2016 £	Total Funds 2015 £
Shop income	1,003,011	-	1,003,011	874,107
Fundraising events	148,440	-	148,440	161,089
Lottery income	113,625	-	113,625	125,772
	<u>1,265,076</u>	<u>-</u>	<u>1,265,076</u>	<u>1,160,968</u>

4 INVESTMENT INCOME

	Unrestricted funds £	Restricted funds £	Total Funds 2016 £	Total Funds 2015 £
Income from UK listed investments	17,025	-	17,025	15,145
Income from non-UK listed investments	4,120	-	4,120	4,008
Bank interest receivable	1,171	-	1,171	4,661
	<u>22,316</u>	<u>-</u>	<u>22,316</u>	<u>23,814</u>

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2016

5 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total Funds 2016 £	Total Funds 2015 £
Provision of hospice services				
Payments from governments or public authorities in the normal course of trading	1,120,894	-	1,120,894	1,150,448
(Profit)/loss on sale of tangible fixed assets held for charity's own use	599	-	599	-
	<u>1,121,493</u>	<u>-</u>	<u>1,121,493</u>	<u>1,150,448</u>

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2016

6 FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS

	Unrestricted funds £	Restricted funds £	Total Funds 2016 £	Total Funds 2015 £
Retail activities				
Cost of goods sold	30,808	-	30,808	30,449
Employment costs	533,999	-	533,999	508,944
Other direct costs	58,844	-	58,844	60,321
Establishment costs	197,223	-	197,223	160,685
Repairs and maintenance	11,589	-	11,589	16,384
Depreciation of tangible fixed assets	22,304	-	22,304	14,415
Employment costs	25	-	25	1,129
Office expenses	9,022	-	9,022	8,181
Advertising and promotion	54	-	54	320
Legal and professional costs	6,597	-	6,597	5,927
Bank charges	7,814	-	7,814	7,121
	<u>878,257</u>	<u>-</u>	<u>878,257</u>	<u>813,876</u>
Fundraising events				
Cost of goods sold	20,787	3,380	24,147	45,174
Employment costs	141,180	-	141,180	164,825
Other direct costs	3,505	-	3,505	2,589
Office expenses	371	-	371	375
Advertising and promotion	22,228	-	22,228	2,349
Bank charges	599	-	599	620
	<u>188,628</u>	<u>3,380</u>	<u>192,008</u>	<u>215,932</u>
Lottery				
Cost of goods sold	43,738	-	43,738	43,750
Employment costs	14,811	-	14,811	18,591
Other direct costs	2,286	-	2,286	2,988
Advertising and promotion	6,342	-	6,342	10,110
Bank charges	368	-	368	384
	<u>67,545</u>	<u>-</u>	<u>67,545</u>	<u>75,781</u>
	<u>1,134,430</u>	<u>3,380</u>	<u>1,137,810</u>	<u>1,105,588</u>

7 INVESTMENT MANAGEMENT COSTS

	Unrestricted funds £	Restricted funds £	Total Funds 2016 £	Total Funds 2015 £
Investment management fees	5,647	-	5,647	5,888

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2016

8 DETAILS OF CHARITABLE ACTIVITIES

	Activities undertaken directly £	Support costs allocated £	2016 £	2015 £
Provision of hospice services	<u>2,069,971</u>	-	<u>2,069,971</u>	<u>2,246,137</u>

9 GOVERNANCE COSTS

	Unrestricted funds £	Restricted funds £	Total Funds 2016 £	Total Funds 2015 £
Support costs allocated	<u>7,263</u>	-	<u>7,263</u>	<u>7,279</u>

10 NET EXPENDITURE

Net expenditure is stated after charging/(crediting):

	£	2016	£	2015	£
Auditors' remuneration - audit services			6,500		6,516
Profit on disposal of tangible fixed assets			(599)		-
Depreciation of tangible fixed assets			<u>144,452</u>		<u>148,832</u>

NOTTINGHAMSHIRE HOSPICE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2016

11 EMPLOYEES' REMUNERATION

The average number of persons employed by the charity (including trustees) during the year, analysed by category, was as follows:

	2016 No.	2015 No.
Management & support staff	23	24
Clinical services	78	79
Retail services	34	36
	135	139

The aggregate payroll costs of these persons were as follows:

	2016 £	2015 £
Wages and salaries	2,105,889	2,169,581
Social security	135,997	138,846
Other pension costs	69,708	80,726
	2,311,594	2,389,153

No trustees received any remuneration during the year. Fees for professional services provided by trustees are shown in note 19.

Senior employees

During the year, the number of senior employees who received emoluments, calculated on the basis of full time equivalents, falling within the following ranges was:

	2016 No.	2015 No.
£80,000 - £70,000	1	2

During the year, defined contribution pension contributions on behalf of these staff amounted to £1,398 (2015 - £11,537).

During the year, the number of staff who were accruing benefits under pension schemes was as follows:

	2016 No.	2015 No.
Money purchase	1	2

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2016

12 TANGIBLE FIXED ASSETS

	Freehold interest in land and buildings £	Short leasehold and other interests in land and buildings £	Plant and machinery including motor vehicles £	Fixtures, fittings and equipment £	Total £
Cost or Valuation					
As at 1 April 2015	2,085,958	113,712	229,894	649,663	3,079,227
Additions	-	28,000	-	2,661	28,661
Disposals	-	-	(23,974)	-	(23,974)
As at 31 March 2016	<u>2,085,958</u>	<u>139,712</u>	<u>205,920</u>	<u>652,324</u>	<u>3,083,914</u>
Depreciation					
As at 1 April 2015	640,937	107,794	164,767	453,733	1,367,251
Eliminated on disposals	-	-	(23,653)	-	(23,653)
Charge for the year	<u>83,436</u>	<u>12,281</u>	<u>16,277</u>	<u>32,476</u>	<u>144,452</u>
As at 31 March 2016	<u>724,375</u>	<u>120,055</u>	<u>157,411</u>	<u>486,209</u>	<u>1,488,050</u>
Net book value					
As at 31 March 2016	<u>1,361,583</u>	<u>19,657</u>	<u>48,509</u>	<u>166,115</u>	<u>1,595,864</u>
As at 31 March 2015	<u>1,445,021</u>	<u>5,918</u>	<u>65,107</u>	<u>195,930</u>	<u>1,711,976</u>

Freehold land and buildings

The gross book value of freehold land and buildings includes £2,085,958 (2015 - £2,085,958) of depreciable assets.

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2016

13 INVESTMENTS HELD AS FIXED ASSETS

	Listed Investments £	Cash deposits £	Total £
Market value			
As at 1 April 2015	637,445	1,096	638,541
Revaluation	(11,215)	-	(11,215)
Additions	98,789	227,086	325,885
Disposals	(232,369)	(220,483)	(452,852)
As at 31 March 2016	<u>492,650</u>	<u>7,709</u>	<u>500,359</u>
Net book value			
As at 31 March 2016	<u>492,650</u>	<u>7,709</u>	<u>500,359</u>
As at 31 March 2015	<u>637,445</u>	<u>1,096</u>	<u>638,541</u>

Investment assets can be further analysed as follows:

	UK £	Overseas £
Listed investments	385,391	127,259
Cash deposits	7,709	-
	<u>373,100</u>	<u>127,259</u>

Listed investments

Investments having a net book value of £492,650 (2015 - £637,445) are listed on a recognised stock exchange and had a market value of £492,650 at the end of the year (2015 - £637,445).

14 DEBTORS

	2016 £	2015 £
Other debtors	6,620	11,420
Prepayments and accrued income	136,399	115,182
	<u>142,919</u>	<u>126,602</u>

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2016

15 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Taxation and social security	32,578	41,280
Other creditors	37,831	52,189
Accruals and deferred income	47,297	65,612
	117,704	159,081

16 CAPITAL COMMITMENTS

Expenditure contracted for but not provided in the financial statements:

	2016 £	2015 £
Wollaton shop refurbishment	-	26,000

17 OPERATING LEASE COMMITMENTS

As at 31 March 2016 the charity had annual commitments under non-cancellable operating leases as follows:

Operating leases which expire:

	Land and Buildings		Other	
	2016 £	2015 £	2016 £	2015 £
Within one year	27,708	69,142	-	-
Within two and five years	88,500	52,833	2,903	2,903
Over five years	12,500	24,500	-	-
	128,708	146,475	2,903	2,903

18 PENSION SCHEME

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £69,708 (2015 - £80,726).

Contributions totalling £10,565 (2015 - £14,851) were payable to the scheme at the end of the period and are included in creditors.

NOTTINGHAMSHIRE HOSPICE LIMITED
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2016

19 RELATED PARTIES

Controlling entity

The charity is controlled by the trustees who are all directors of the company.

Related party transactions

Mr C Peacock, Treasurer and a Member of Council, is a partner at HSKS Greenhalgh. During the year, the charity incurred costs amounting to £22,420 (2015 - £18,898) for the provision of accountancy services by HSKS Greenhalgh with an amount of £1,641 (2015 - £2,916) outstanding at 31 March 2016 and included within accruals.

Mr A Dowling, a Member of Council, is an associate partner at Franklin Ellis. During the year, the charity incurred costs amounting to £nil (2015 - £3,600) for the provision of architecture services by Franklin Ellis.

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2016

20 ANALYSIS OF FUNDS

	At 1 April 2016	Incoming resources	Resources expended	Transfers	Other recognised gains / losses	At 31 March 2016
	£	£	£	£	£	£
Designated funds						
Fixed assets	461,058	4,686	(37,010)	-	-	428,732
The Lady Evelyn and Sir Joseph Pope Fund	500,000	-	(60,107)	-	-	439,893
	<u>961,058</u>	<u>4,686</u>	<u>(97,117)</u>	-	-	<u>868,625</u>
General funds						
General funds	233,049	2,611,218	(2,682,082)	-	(17,536)	144,689
Restricted funds						
Ambulance, computer equipment & day care unit refurbishment	2,124	-	(479)	-	-	1,645
Bathroom refurbishment	38,034	-	(1,855)	-	-	36,179
Department of Health	777,580	-	(36,735)	-	-	740,825
Dignity in care	180,737	-	(10,148)	-	-	170,591
Garden	-	1,887	(800)	-	-	1,087
Horizons of Hope - Phase III	111,845	-	(4,113)	-	-	107,532
Hospice at home	-	68,000	(68,000)	5,000	-	5,000
Hospice complementary therapy	371	3,000	(3,058)	-	-	315
Hospice extension	1,935	-	(133)	-	-	1,802
Hydraulic bed	1,283	-	(192)	-	-	1,091
Kitchen	4,720	-	(707)	-	-	4,013
Lymphoedema clinic	748	-	(112)	-	-	636
Minibus appeal	64,959	-	(16,240)	-	-	48,719
Oxygen concentrator	197	-	(48)	-	-	149
Patient activities	4,300	-	(3,359)	-	-	941
Small equipment	20,751	14,482	(1,684)	(5,000)	-	28,259
The Lady Evelyn and Sir Joseph Pope Fund	348,269	-	(290,173)	-	-	58,096
Wall of Light	3,380	-	(3,380)	-	-	-
Room with a View	-	4,000	-	-	-	4,000
	<u>1,681,013</u>	<u>91,379</u>	<u>(441,512)</u>	-	-	<u>1,210,880</u>
	<u>2,755,118</u>	<u>2,707,283</u>	<u>(3,220,691)</u>	-	<u>(17,536)</u>	<u>2,224,174</u>

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2016

Designated funds

The Fixed asset fund represents unrestricted funds invested in the functional fixed assets of the charity.

Restricted Funds

The following funds all represent capital projects from previous years. They consist of the tangible fixed assets acquired and are reduced by the periodic depreciation charge.

- Ambulance, computer equipment & day care unit refurbishment;
- Bathroom refurbishment;
- Department of Health (extension completed in 2011);
- Dignity in care (consisted of the construction of an extension to enhance the day care facilities);
- Hospice complementary therapy;
- Hospice extension;
- Hydraulic bed;
- Kitchen;
- Lymphoedema clinic;
- Minibus appeal;
- Oxygen concentrator;
- Small equipment

The Garden fund consists of amounts received for expenditure on the garden and was fully expended during the year.

The Horizons of Hope - Phase III fund consists of amounts received for expenditure on the garden. A balance of £107,632 remains at the year end represented by tangible fixed assets of £84,788 and net current assets of £12,744.

The Hospice at home fund consists of amounts received for the provision of this service. Included within the funds is a transfer of £5,000 from the small equipment fund. A balance of £5,000 remains at the year end which solely consists of net current assets.

The Patient activities fund consists of income to fund activities at the hospice and is represented by net current assets.

The Small equipment fund consists of amounts received for expenditure on equipment and is represented by tangible fixed assets and net current assets.

The Wall of Light fund consists of amounts received for a memorial at the hospice and was fully expended during the year.

The Room with a View fund consists of amounts received for expenditure on a room for the patients and is represented by net current assets.

NOTTINGHAMSHIRE HOSPICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2016

21 THE LADY EVELYN AND SIR JOSEPH POPE FUNDS

Nottinghamshire Hospice Limited acknowledges the generous grants given by Lady Evelyn and Sir Joseph Pope.

Restricted fund

The restricted fund shows resources expended for the year of £280,173 which consist of:

Depreciation on fixed assets	£ 11,480
Bursaries & patient activities	278,693
	280,173

At 31 March 2016, the fund was represented by:

Tangible assets	£ 58,098
Net current assets	-
	58,098

Designated fund

The designated fund shows resources expended for the year of £80,107 which relate to bursaries & patient activities. At the 31 March 2016, the balance of £439,893 is represented by net current assets.

22 NET ASSETS BY FUND

	Unrestricted funds	Restricted funds	Total Funds 2016	Total Funds 2015
	£	£	£	£
Tangible assets	428,732	1,187,132	1,595,864	1,711,978
Investments	500,359	-	500,359	838,541
Current assets	201,807	43,748	245,555	563,682
Creditors: Amounts falling due within one year	(117,704)	-	(117,704)	(159,081)
Net assets	1,013,294	1,210,880	2,224,174	2,755,118

23 CONSTITUTION

The Nottinghamshire Hospice Limited is constituted as a company limited by guarantee (company registration number 01509313) and is a charity registered for charitable purposes with the Charity Commission (Charity number 508769).

LIABILITY OF MEMBERS

In the event of the company being wound up during the period of membership or within the year following, the company members are required to contribute an amount not exceeding £1.

NOTTINGHAMSHIRE HOSPICE LIMITED
STATEMENT OF FINANCIAL ACTIVITIES BY FUND
YEAR ENDED 31 MARCH 2016

	2016 Unrestricted Funds £	2016 Restricted Funds £	2016 Total £	2015 Total £
Fundraising trade: cost of goods sold and other costs				
Retail activities				
Opening stock	28,004	-	28,004	28,422
Purchases	21,744	-	21,744	32,031
Closing stock	(18,942)	-	(18,942)	(28,004)
Private health insurance	1,159	-	1,159	891
Wages and salaries	488,011	-	488,011	461,479
Staff NIC (Employers)	27,379	-	27,379	26,806
Staff pensions	19,450	-	19,450	19,968
Motor & travel expenses	17,528	-	17,528	17,017
Sundry expenses	41,316	-	41,316	43,304
Rent	161,421	-	161,421	129,111
Rates	4,417	-	4,417	3,773
Insurance	13,528	-	13,528	10,991
Light, heat and power	17,857	-	17,857	16,810
Repairs and maintenance	11,589	-	11,589	16,384
Depreciation	22,304	-	22,304	14,415
Staff training	25	-	25	1,129
Telephone and fax	9,022	-	9,022	8,181
Advertising	54	-	54	320
Legal and professional fees	6,597	-	6,597	5,927
Bank charges	7,814	-	7,814	7,121
	<u>878,257</u>	<u>-</u>	<u>878,257</u>	<u>813,876</u>
Fundraising events				
Opening stock	381	-	381	2,508
Purchases	21,884	3,380	25,044	43,047
Closing stock	(1,278)	-	(1,278)	(381)
Private health insurance	403	-	403	518
Wages and salaries	126,160	-	126,160	145,788
Staff NIC (Employers)	10,683	-	10,683	11,431
Staff pensions	3,944	-	3,944	7,088
Motor & travel expenses	2,110	-	2,110	1,147
Sundry expenses	1,395	-	1,395	1,442
Telephone and fax	371	-	371	375
Advertising	22,226	-	22,226	2,349
Bank charges	599	-	599	820
	<u>188,626</u>	<u>3,380</u>	<u>192,006</u>	<u>215,932</u>

This page does not form part of the statutory financial statements.

NOTTINGHAMSHIRE HOSPICE LIMITED
STATEMENT OF FINANCIAL ACTIVITIES BY FUND
YEAR ENDED 31 MARCH 2016

..... continued

	2016 Unrestricted Funds £	2016 Restricted Funds £	2016 Total £	2016 Total £
Lottery				
Purchases	43,738	-	43,738	43,750
Wages and salaries	13,631	-	13,631	17,758
Staff NIC (Employers)	668	-	668	-
Staff pensions	512	-	512	635
Sundry expenses	2,288	-	2,288	2,966
Advertising	6,342	-	6,342	10,110
Bank charges	368	-	368	384
	<u>67,546</u>	<u>-</u>	<u>67,546</u>	<u>75,781</u>
Fundraising trading: cost of goods sold and other costs	<u>1,134,430</u>	<u>3,380</u>	<u>1,137,810</u>	<u>1,105,589</u>
Investment management costs				
Investment management costs	<u>5,647</u>	<u>-</u>	<u>5,647</u>	<u>5,686</u>

This page does not form part of the statutory financial statements.

NOTTINGHAMSHIRE HOSPICE LIMITED
STATEMENT OF FINANCIAL ACTIVITIES BY FUND
YEAR ENDED 31 MARCH 2016

..... continued

	2016 Unrestricted Funds £	2016 Restricted Funds £	2016 Total £	2016 Total £
Charitable activities				
Provision of hospice services				
Private health insurance	2,138	-	2,138	2,742
Wages and salaries	1,168,553	313,544	1,480,097	1,544,558
Staff NIC (Employers)	97,287	-	97,287	100,809
Staff pensions	45,802	-	45,802	52,835
Motor & travel expenses	57,949	4,031	61,980	66,764
Sundry expenses	71,467	800	72,267	80,775
Rates	3,383	-	3,383	4,458
Insurance	8,988	-	8,988	9,924
Light, heat and power	18,591	-	18,591	17,090
Repairs and maintenance	39,421	5,969	45,390	63,384
Depreciation	38,360	83,788	122,148	134,417
Staff training	7,172	-	7,172	18,759
Telephone and fax	12,513	-	12,513	11,979
Cleaning	5,335	-	5,335	5,518
Advertising	14,715	30,000	44,715	66,099
Legal and professional fees	42,026	-	42,026	43,407
Bank charges	139	-	139	619
(Profit)/loss on sale of tangible fixed assets held for charity's own use	(599)	-	(599)	-
	<u>1,631,240</u>	<u>438,132</u>	<u>2,069,372</u>	<u>2,246,137</u>
Charitable activities	<u>1,631,839</u>	<u>438,132</u>	<u>2,069,971</u>	<u>2,246,137</u>

This page does not form part of the statutory financial statements.

NOTTINGHAMSHIRE HOSPICE LIMITED
STATEMENT OF FINANCIAL ACTIVITIES BY FUND
YEAR ENDED 31 MARCH 2016

..... continued

	2016 Unrestricted Funds £	2016 Restricted Funds £	2016 Total £	2015 Total £
Governance costs				
Governance costs				
The audit of the charity's annual accounts	6,500	-	6,500	6,516
Trustee indemnity insurance	763	-	763	763
	<u>7,263</u>	<u>-</u>	<u>7,263</u>	<u>7,279</u>
Governance costs	<u>7,263</u>	<u>-</u>	<u>7,263</u>	<u>7,279</u>
Total resources expended	<u>2,779,179</u>	<u>441,512</u>	<u>3,220,691</u>	<u>3,364,891</u>

This page does not form part of the statutory financial statements.