

Annual Report & Accounts 2018 - 2019



Contents

Welcome Statement	3 - 4
Our Year In Numbers	5
Trustees Strategic Report	6
Our Strategic Objectives	8 - 10
Impact of our services	11 - 15
Risk Report	16
Statement of Trustees Responsibilities	17
Structure Governance and Management	18
Reserves and Investments	19
Recruitment and Induction of Trustees	20
Financial Review	21
Company Information	22
Independent Auditors Report	23 - 25
Financial Accounts	26 - 52
Thank You	53

**Welcome to this year's annual report which
we hope you will find informative.**

It has been quite a year for the Hospice. We reported last year that we had reached a key milestone in our plans to improve our overall facilities by building a new Inpatient Unit and to refurbish our current building. From February 2018 until November 2018 we worked with our architects KKE to design the new unit and redesign our current building so that both are fit for the future. It was an exciting process as we engaged with staff, volunteers, families and neighbours to determine what we needed and we are delighted with our final unique design which you can see below.

We submitted our planning application in January 2019 and received approval in April 2019. Detailed work then started as we prepare for a Capital Appeal to raise the funds needed to build the new facilities. The first stage of our Capital Appeal will be applying for lead donations from Trusts and Foundations as well as engaging with key donors and supporters to raise at least 70% of the funds. We will then launch a public appeal and break ground for the new build.

In the meantime we continue to provide excellent local services and are always looking to achieve our main objective to reach out to more people. You will see that our Day Hospice Drop-In service is going from strength to strength, we have launched nurse-led care in the Inpatient Unit and are planning to introduce a number of new services later this year under the 'Time to ...' banner.

We continue to work closely with health and social care partners to improve all local end of life care services. With an ageing population and an increase in the number of



people forecast to need end of life care over the next twenty years it is vital that the services in Calderdale can meet patient and family expectations to die in their preferred place. There are still too many people dying in hospital when we know they would prefer to die at home or in another care setting such as the Hospice so we need to strengthen community services to ensure this changes. The increase in beds planned in our new unit (12 to 16) will help with this but we also need to explore different ways clinical teams across organisations can work better together.

We are proud to be the largest local charity in Calderdale and are fully supportive of the 2024 vision for the borough. We plan to work more closely with the council to ensure we can play our part in delivery of the vision. Our yearlong calendar of events will be adopting the Active Calderdale logo and we are looking at other initiatives where we can join forces with the campaign.

It never ceases to amaze us how our supporters year after year continue to show their dedication, enthusiasm and bravery to raise the money each year to enable us to care for so many people. Our sincere thanks to each and every one of you for all that you do for us.

Special thanks go to Val Steele who has been the Chair of the Board of Trustees for the past seven years. She worked tirelessly to ensure that Overgate is in the best position possible to deliver and develop our services. She also provided support and constructive challenges to colleagues to ensure we kept our focus on our patients, their loved ones, our staff and volunteers, and also how we could demonstrate that all the money raised by our supporters is spent wisely.

Val retired on 31 December 2018 and we would like to thank her on behalf of all of us for all she has achieved for Overgate, and for the support she gave Sheila when preparing to take on the role of Chair.

Finally we would like to thank Angela Walton who was our Director of Clinical Services for six years until her retirement in May 2019. She provided excellent clinical leadership and made many improvements across all clinical services.



Sheila Dent
Chair of the Board of Trustees



Janet Cawtheray
Chief Executive



Our value in Calderdale

Over 700 volunteers
14 retail outlets across Calderdale
Shops

Our Community

Employ 125 staff
Calendar of activity and events
Partnership & engagement
New 16 BED unit
More shops

Calderdale's only hospice caring for adults suffering from life-limiting illnesses

Our Care

Our average admission wait time is less than 24 hours
34% of our patients are discharged
Inpatient Unit
12 beds including 2 Nurse-Led beds & 1 Respite bed
Hospice patient-centred care
We appreciate the little things that matter

Patient & Family Support Team

Day Hospice
Health & wellbeing support

Complementary therapies
Chaplain

Activity info

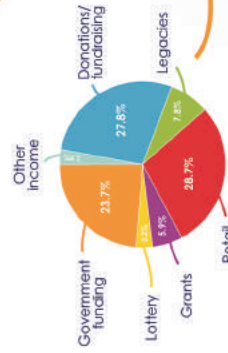
Running cost
£11,600 Daily cost
£4.3mil Yearly cost

2982 Attendances at Day Hospice last year
279 Patient admissions to the Inpatient Unit last year

Your Kindness



Money we raise
£1.9 million Total money raised (by our community)
£1.4 mil Income raised from our shops and lottery



How are we funded?

Because you care, we can

Registered Charity Number 511619

Trustees Strategic Report

Our mission

We are an independent charity that aims to improve the quality of life for adults in Calderdale with a life limiting illness.

Our Philosophy of Care

Our philosophy of care is centred on the patient. We respect individuality and each person's dignity and right to privacy. We care for the whole person – their physical, emotional, spiritual, social needs and goals. Our care includes support for their families and carers through an individual's illness and into bereavement. We care for people during the advanced stages of all life limiting conditions, including cancer, heart failure, lung, kidney and neurological diseases.

Explaining our Strategy

This year we have reviewed and updated our Strategic Plan. In updating the strategy we have taken into account local changes taking place within health and social care as well as the new Hospice UK Strategy 'Transforming hospice care – A five-year strategy for the hospice movement 2017 to 2022'. It will be supported each year by a more detailed annual plan which will set out what actions we are taking in order to achieve our strategy.

The growing demand for quality end of life care over the next twenty years means that we will have to be even more creative and adaptable and work in partnership with local health and social care professionals if we are to continue to provide care and meet the needs of our diverse communities in Calderdale. We know we cannot care for all dying people in Calderdale but we aim to identify where our specialist skills can make an impact on people living with life limiting conditions as they reach the end of their lives.

We will keep these plans under review in order to respond effectively to the changes in our external environment.

We recognise the need to share our expertise, knowledge and skills so more people can benefit from hospice type care in the community.

How much we can deliver ourselves is dependent on funding but we also have a role in influencing, training and educating local health and social care professionals to ensure local services improve to meet the growing demand.

To achieve all of this we will ensure that our governance arrangements are robust and that the Senior Management Team and the Board of Trustees make sure we are financially sustainable and resilient. We will also share good practice and learn from others.

We will continue to develop and build on our achievements to date and also look for new opportunities to help us deliver our strategy and fulfil the challenges set out by Hospice UK to extend our reach, tackle inequality, work with communities and provide a strong, dynamic and responsive service for all the people in Calderdale who need our support.



Our Strategic Objectives



Service Development

Our objective is to seek and explore ways in which the Hospice/Hospice care can reach more people in Calderdale.

Our Quality Account for 2018/19 provides more detail of our clinical services and considers the quality issues within the clinical setting.

Key Achievements in 2018/19

- Introduced nurse-led beds on the Inpatient Unit. This allows us to better utilise our capacity by enabling us to care for people with less complex needs. This means that we are able to extend our specialist care to even more people suffering from life-limiting illnesses.
- Extended Day Hospice Drop-In service. Due to an increase in demand we extended our drop-in service hours from 9.30am - 12pm to 10am - 4pm from October 2018.
- Started the development of a Clinical Strategy.
- Secured grant funding to introduce a new bereavement service 'Time to Listen' allowing users to be seen in their own homes.
- Introduced Hospice Biographers. The service allows patients to record on audio their precious life stories facilitated and supported by trained volunteers.

Future plans for 2019/20

- Complete Clinical Strategy and develop an action plan.
- Introduce new 'Time to' services in Day Hospice.

Our Facilities

Our objective is to improve the experience for patients, families/carers staff and volunteers by developing and designing facilities fit for the future as well as ensuring they are inclusive of our diverse local population.

Key achievements in 18/19

- Completed the design phase of the Hospice building redevelopment project and made our submission to Calderdale Planning.
- Completed an IT Review - outcome of review will inform future actions and priorities.
- Outsourced Facilities Management Services to a specialist provider.
- Implemented new GDPR requirements.

Partnership & Engagement

Our objective is to actively seek and drive improvement in local end of life care in partnership by developing an integrated model of care.

Key Achievements in 2018/19

- Introduced a key stakeholder survey with results driving improvements in our admissions and referral criteria.
- Continued and expanded the Calderdale End of Life Network. This is led by Overgate and provides regular educational and networking opportunities for all health and social care professionals in Calderdale.
- Continued Calderdale Dying Matters Partnership which is led by Overgate and working to provide opportunities to dispel myths surrounding death, dying and bereavement.
- Represented and involved in working groups at the Calderdale Clinical Commissioning Group where work is ongoing in the development of an integrated approach to end of life care.
- Increased the range and delivery of services that we provide directly to our patients and carers, both in the Hospice and in the wider community.

Future plans for 2019/20

- Continue to work collaboratively with key stakeholders to develop a local integrated end of life-care model.
- Continue to offer and further develop education and training in end of life care to partner organisations and other providers.

Our Workforce

Our objective is to continually develop and inspire our staff and volunteer workforce by having an integrated approach to workforce planning.

Key achievements in 18/19

- Reviewed and updated the Hospice pay structure.
- Introduced a new online mandatory training programme for all staff.
- Strengthened workforce capacity, skills and experience in Marketing and Communication in preparation for the Capital Appeal.
- Supported two nurses in nurse prescriber training (in support of our aim to further develop nurse-led services).
- Improved our appraisal process.
- Developed a Line Manager's Leadership Toolkit with a view to supporting our staff as best we can.

Future plans for 2019/20

- Implement updated pay structure.
- Ensure staff and volunteers have access to effective education and training that supports them in the delivery of high quality services.
- Roll out the online mandatory training programme to volunteers.
- Roll out the Line Managers Leadership Toolkit.
- Improve internal communications and relaunch weekly staff news bulletin.

Income Generation

Our objective is to continue to raise enough funds to sustain our current and future services, and ensure they are spent wisely with our aims and values at the core of all expenditure decisions.

Key Achievements in 2018/19

- Successfully managed the running costs of the Hospice within the budgets set and without compromising any aspect of the quality care we provide
- Delivered an overall surplus of £218k

Future plans for 2019/20

- Strengthening our longer term financial plans
- Planning and starting the delivery of a Capital Appeal
- Continue to maintain tight controls on all our costs and spending

Impact of our Services

Inpatient Unit

Thanks to the hard work of our staff and volunteers, and the introduction of services such as nurse-led beds we have supported more patients and families than ever before; and we are proud to be able to care for and support more people with complex needs; both physical and emotional, across Calderdale. We had 279 admissions compared to 259 the year before.

Our nurse led beds allow us to better utilise our capacity by enabling us to care for people with less complex needs. This means that we are able to extend our specialist care to even more people suffering from life-limiting illnesses. Several staff have undertaken varied education programmes throughout the year to ensure this service continues to grow. With innovative clinical collaborative working alongside our colleagues within the locality we are sure the nurse-led beds are only the beginning of our vision for nurse-led services for the benefit of the people of Calderdale.

“He could not have had a better end to his life. The Hospice enabled me to be his wife rather than his 24/7 carer, and to spend quality time with him in his last few days. I will always feel grateful for that.”

“From start to finish the care and friendliness were really good. We got all the information needed about visiting times, medication, what to bring and what not to bring. Everyone was interested in us as people and talked to us about our life, likes and dislikes. My wife enjoyed contact through the long nights with staff.”

Day Hospice

The introduction of the drop-in service has meant that we now reach out to more people in Calderdale. This year we have seen a dramatic increase in our Day Hospice, with 40% more patients and carers attending the different services available.

Attendances for all services 2017-18 = 2,135

Attendances for all services 2018-19 = 2,982

“Before I came to the Day Hospice I felt so alone. Coming to the Hospice there were doctors, nurses, volunteers and patients and I found hope to help me cope and for that I am eternally grateful. Thank you!”

“A fantastic service!”

“I find the day to be one of both relaxation and friendship. All needs are attended to with warmth.”

“Didn't know where to go - thank you I feel so much better.”

“Sharing my anxieties with you was a real help to me in embracing the reality of my condition, owning my true feelings and finding the courage to talk more openly and honestly with my partner and my daughter. Thank you so much.”

Education and Training

The Hospice remains committed to community engagement through education and communication with healthcare professionals across Calderdale, with the aim of ensuring that those affected by life-limiting illnesses get good quality of care wherever they are. We provide a diverse programme of evidence and practice based education.

Working collaboratively with end of life care facilitators from partner organisations we have developed an 'End of Life Care Champions' programme, designed to develop the confidence and skills of professionals in community roles who care for and support patients in the last year of life. 28 healthcare professionals completed the programme in 2018/19.

2018 also saw the launch of the End of Life Care Workbook. Compiled by the Kirklees and Calderdale End of Life Care Education Group, of which we are a part. The workbook has been developed for care and support staff across nursing care, care homes and in the community. It helps them to recognise what good end of life care looks like, and provides information, practical tips and resources.

Volunteers

Overgate Hospice began with volunteers with a vision, today that vision is only possible through their support.

Our number of registered volunteers increased from 638 in 2018 to 652 in 2019. We are extremely fortunate that we have a wide diversity of volunteers both in age, with the youngest being 14 and our oldest being 90 years old, as well as cultural diversity, with over 12 ethnic origins being represented.

We are indebted to each and every volunteer for choosing to support Overgate and look forward to welcoming new volunteers when they join the team.

Raising Funds

We are very aware that all our services are provided free of charge, however they are not free of cost. Every year we need to raise £4.4m to enable us to provide care. The fundraising and retail teams, supported by our wonderful volunteers, are crucial in ensuring we can continue to offer care to patients and their families.

Fundraising Team

The Fundraising Team organised many campaigns and events during 2018/19, with the fantastic support of the community who continually support the Hospice year after year, raised £1.2m. Alongside the income raised by the Fundraising Team and the community, we also received £343,000 in legacy income, these special gifts left by our supporters account for 27% of our total fundraising income.

Following the Board of Trustees' commitment to increase investment in the Fundraising Team the event calendar grew considerably last year. The additional capacity within the team allowed us to organise new events and campaigns such as the Fire walk, Netball

Tournament and Tour De Calderdale. This investment allows the Fundraising Team to see which events are successful in Calderdale and assess which will engage with the community the most.

Our Hospice Ball and Sporting Dinner exceeded expectations in 2018/19 and raised over £110,000, both events were well attended and a great success. The Fundraising Team developed a programme of challenge events in 2018/19 which included runs, sky dives and treks which will be built on each year. We also recruited our first dedicated In-memory Fundraiser to support those in the community giving in memory donations, legacy gifts and donations towards our memory tree. This new role allows us to thank and better support those giving gifts in memory of loved ones at an extremely difficult time in their lives.

One of the key objectives for the Fundraising Team in 2018/19 was to improve the supporter journey for anyone who engages with the Hospice. Improving supporter journey means that we ensure that any contact a supporter has with the Hospice is a positive one; this can be anything from a smile as they enter the Hospice or an event to ensuring a thank you they receive is personal and timely. By ensuring our supporters are engaged in a positive way we hope they will continue to support the Hospice in future years and also tell friends and family about their positive experience.

In 2018/19 we recruited our first dedicated Grants Fundraiser to raise restricted and unrestricted income for the Hospice. This has resulted in grant income increasing from £83k in 2017/18 to a fantastic £263k in 2018/19.

The Hedley Foundation and Hebden Bridge Rotary both generously gave grant donations towards syringe drivers for our patients. Syringe drivers allow our staff to help bring our patients pain under control and improve their quality of life.

We had a patient admitted with terrible pain, struggling with oral medications that were making them really drowsy and not combatting the symptoms. Following admission we changed their medication to an appropriate dose via the syringe driver. The patient absorbed their medicines better and at a much lower dose.

The patient became much less drowsy allowing them to spend quality time with their family, allowing for physio input, trips home and plenty of time spent in the Hospice grounds.

Without access to the syringe driver this patient would not have been able to add such quality to their last weeks of life. - Ward Sister

To lead our ambitious re-development project we have recruited a Head of Capital Appeal and during these early stages of the project they will be making links and applications to grant and trust foundations.

Unfortunately our legacy income declined in 2018/19 and reduced from £585,000 in 2017/18 to £343,000. Gifts in wills are an important part of our income generation and we are very honoured when our supporters leave us a gift which helps to secure the future of our specialist care for local people for many years to come.

Our Fundraising Approach

We fundraise ethically and do not carry out telephone asks, cold calling or door to door fundraising. When we write to people, we target those that have supported the Hospice previously and who we believe want to hear about the Hospice's key developments and future fundraising. We always give an opportunity for recipients to opt out of future contact from us and we follow the latest General Data Protection Guidelines.

We have signed up to the Fundraising Regulator and follow their guidelines throughout our fundraising practices.



Overgate Hospice Trading Company

Overgate Hospice Support Ltd

Overgate Hospice Support Ltd (OHS) is our retail trading 'arm' which includes all our charity shops and our lottery. OHS achieved excellent sales last year with total income reaching £1.3m. OHS was created to contribute to the charitable works of the Hospice, and in 2018/19 has donated a substantial £652,000.

Following the strengthening and investment in the Retail Team in 2017/18, the team were able to dedicate time to increase shop sales and profitability and investigate new ways to raise income within retail such as eBay trading, and the introduction of white goods and new goods.

This dedicated time working with individual shops increased shop sale income by 8% from the previous year. We were also able to promote gift aid further in the shops and raised a staggering £97,000 in gift aid during 2018/19. Gift aid is a scheme which allows us to claim 25p from HMRC for every £1 of items donated by a UK taxpayer that we sell. This makes donations to our shops go even further and we plan to continue to promote gift aid in the forthcoming year.

Unfortunately in June 2018 we made the difficult decision to close our shop in Sowerby Bridge. Our lease had come to an end and we decided to leave the current premises. We are still looking for a suitable property to reopen a shop in Sowerby Bridge. We were fortunate that many volunteers from the shop decided to volunteer at other shops or for the Fundraising team which is testament to their dedication to the Hospice.

Whilst our shop sales have bucked the trend of national high street decline and have increased this year, one thing we haven't escaped is the increase in rental levels. We renewed some of our leases during 2018/19 and saw increases in rental costs. It is important that each time a lease comes to an end of term we assess the profitability of the shop to ensure it can raise the income needed for the Hospice.

In 2018/19 the Retail Team investigated new ways to raise income this included trialling the sale of new goods in the shops. The trial was a great success and raised extra income, so we will roll out more new goods in all of our shops in 2019/20. Another trial was the sale of white goods such as fridges and washing machines in our Brighthouse furniture shop and again this was very successful and will be increased in future years.

The popularity of shopping online has increased dramatically over recent years and it is important that we keep up so we have recently launched eBay trading. EBay trading means that we sell high value or niche items on eBay for a higher price than we could achieve in our shops. This allows us to reach customers outside of the Calderdale area and we expect to see this income stream grow in future years.

Our retail plans for the future are to open more shops throughout Calderdale, these will include shops in towns that we currently don't have a shop and the opening of more specialist shops such as Little Stars; our dedicated children's shop. We also plan to increase the sale of new goods, white goods and increase our online retail presence including Amazon and eBay.

OHS could not operate without the dedication and passion showed by the retail team, including volunteers. Their commitment and the support of our loyal customers, means we continue to raise fantastic levels of income from our shops to ensure the Hospice services can continue.

Support Services

We could not run the Hospice without our support services, staff and volunteers that work behind the scenes who, as if by magic, make sure that things are in the right place at the right time. These are:

- Finance
- Human Resources
- Catering
- Housekeeping
- Admin Teams
- Quality and Audit

“ Every member of staff was excellent - from the nurses and doctors to the kitchen staff and cleaners. Dad was cared for as an individual, with care and compassion. Our entire family were made to feel welcome and nothing was too much trouble. ”

“ Every single member of the Overgate Team from Cleaners & Cooks to full nursing staff were excellent. I would however when checking in, like to be allowed to visit even when Doctors are around the bed, especially being the daughter or son We need to hear what's being said. ”

“ From the Receptionists, Cleaners, Cooks, Nurses, Doctors and all support staff who contribute to the ethos of the Hospice, we will always be grateful for the superb care that was given to my wife. Support was given to us as a whole family. ”

Risk Report

The key strategic risks during 2018-19

Overgate and Overgate Hospice Support Ltd use our risk management strategy to identify report and manage key risks. The risk registers are regularly reviewed and updated and are standard agenda items at each Board, Sub-Committee and Senior Management Team meetings.

Risk	Risk Mitigation
Overgate Hospice	
Insufficient funding to redevelop the Hospice site including a new Inpatient Unit.	Investment agreed to appoint a head of capital appeal. Reserves policy and Investment policy updated. Strengthening our longer term financial planning.
Challenges in maintaining and developing services alongside the capital appeal and redevelopment. Insufficient income (including grants, legacy, lottery income).	Financial controls. Accurate and timely financial monitoring and reporting. Income generation strategy. Investment in strengthening fundraising team. Reserves policy and Investment policy reviewed. 5 year financial planning.
Out of date pay structure.	Pay structure reviewed 2018/19. Business case to allocate additional investment produced and agreed as part of 2019/20 budget allocation.
No designated competent person in place for Health and Safety.	To commission service with outsourced facilities management company.
THIS is upgrading their systems to Windows 10 and Office 365, which will mean that the existing windows and office 365 will not be supported in terms of upgrades and this will mean the systems could be at risk of cyber-attack.	Business case produced setting out resource implications and agreed as part of 2019/20 budget allocation.
OHS Ltd	
Challenging retail environment.	Strengthened retail structure. Accurate and timely reports and monitoring Training and development to support the Overgate Retail Team.

Statement of Trustees Responsibilities

Responsibilities

The trustees (who are also directors of Overgate Hospice for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including FRS102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (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 the group and of the incoming resources and application of resources, including income and expenditure, of the charitable group for that period. In preparing those financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the 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 adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

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

Approved by the Board of Trustees on the 19th November 2019
and signed on its behalf by



Steven Brennan - Trustee

Structure, Governance & Management

Overgate Hospice is a Charitable Company Limited by Guarantee, registered in England and Wales. The Registered number is 1510521 and the Registered Charity number is 511619. It was incorporated in 1980, originally as "The Calderdale Society for Continuing Care Limited"; the name was changed to Overgate Hospice in 2002. The Charity's Articles and Memorandum of Association provide the framework through which it is governed.

The Charity is governed by a Board of Trustees who are responsible for the strategic direction of the Hospice and ensuring that Charitable funds are used appropriately. The Articles allow for not less than five and up to 15 Trustees who are also Directors under company law. One third of the trustees retire each year and can stand for re-election. The Overgate Association comprises up to 50 members, including the Trustees. Members are responsible for ensuring that the Annual Accounts provide an accurate reflection of the Charity's work.

SENIOR MANAGEMENT TEAM: The Board delegate operational management of Overgate Hospice and Overgate Hospice Support to the Chief Executive and Senior Management Team. A scheme of delegation clarifies the responsibilities reserved and those delegated to sub-committees and the Senior Management Team. Senior Management Team: Chief Executive Janet Cawtheray, Director of Clinical Services Tracey Wilcocks Director of Finance and Support Services Karen Crowther, Director of Income Generation Laura Golding, Medical Director Dr Rachel Sheils.

REMUNERATION: The Finance Sub-Committee advises the Board about the affordability and overall sum available to increase staff pay. The Human Resources Sub-Committee are responsible for ensuring the methodology for determining pay and awarding increases is appropriate. The final decision regarding increased expenditure on staff salaries rests with the Board.

RELATIONSHIP WITH OTHER ORGANISATIONS: Patients attending Overgate Hospice and their families benefit from integrated working arrangements in End of Life Care with partner organisations, including Calderdale Clinical Commissioning Group, Calderdale Social Services, Calderdale and Huddersfield NHS Foundation Trust (CHFT) and Marie Curie. CHFT employs a team of Specialist Community Nurses in End of Life Care and they are based within the Hospice which helps communication about, and coordinated care of, patients, helping them to receive the right care at the right time and in the right place. The Charity, White Knights transport blood products to the hospice outside normal working hours.

Overgate team members are involved in hospice regional network groups which help in the sharing of best practice, benchmarking and mutual support.

PUBLIC BENEFIT: Consideration of public benefit is a key factor in Board decisions. Overgate Hospice provides direct benefit to local patients and their families enabling them to access specialist palliative care. It also provides education and training about high quality end of life care to professionals working across Calderdale, thereby helping patients and their families indirectly. In addition, the Charity provides employment and volunteering opportunities that offer individual and wider social benefit to the Calderdale community. The Board is aware of the Charity Commission's guidance in relation to Public Benefit. This report indicates how our activities have delivered public

benefit in 2018/19.

The Board is responsible for the management of the business of the Charity and for exercising its powers in pursuit of its charitable objects.

All trustees give their time voluntarily and receive no benefit from the Charity. All trustees were required to complete and sign an annual declaration of interests and of any relevant gifts received during the year.

Statement as to disclosure of information to auditors

The trustees have taken all necessary steps to make sure they are aware of any relevant audit information and to establish that the auditors are aware of that information. As far as the trustees are aware, there is no relevant audit information of which the charity's auditors are unaware.

The Board of Trustees during 2018/19

A comprehensive list of our trustees can be found in the consolidated accounts section of this report.

Reserves and Investments

Our investments are managed on a discretionary basis on behalf of the trustees by Investec Wealth and Investment within the parameters of an agreed policy. Funds are invested with the balancing objective of providing both income and long-term growth, with provisions to allow sufficient flexibility for Overgate to effectively manage its cash flow. Investec Wealth and Investment understand the objectives and ethos of Overgate Hospice and the investment policy requires it to advise the charity should any potential investments be at odds with the ethos.

During the year, the total return, including dividends and interest was £35k. The trustees consider it prudent that Overgate Hospice has a policy of retaining reserves equivalent to a minimum of between 6 and 12 months forward expenditure budget.

At 31 March 2019, Overgate Hospice held free unrestricted reserves of £2.6m which represents 51 weeks of the Hospice's charitable activities costs. The trustees aim is to maintain a level of reserves that allow the Hospice to plan service developments and ensure the long-term future of the charity for the benefit of patients and their families. The trustees calculate those free reserves as that part of the Charity's general reserves that are represented by readily realisable investments and net current assets. Funds that have been restricted or otherwise earmarked for specific building or major projects are excluded.

The Strategic Plan is carefully monitored by trustees and the senior management team and revised annually to accommodate changing circumstances and maintain financial viability. During 2018/19 we have reviewed our policy for holding reserves in light of the planned development of the Overgate site including the expansion of the inpatient unit. We have done this to ensure that we maintain the financial stability and viability of Overgate, whilst at the same time ensuring that we maximise the use of our resources to ensure that the development of the Overgate site can be progressed in a timely manner.



Recruitment and Induction of New Trustees

The Board is made up of individuals who have a diverse, varied and balanced cross section of life skills and experience. When embarking on the recruitment process the trustee vacancy is advertised on our website and in various publications and on social media. Applicants are invited to contact the Chair for informal discussions about the role.

After the closing date, applications are shortlisted against the person specification and potential candidates are invited to interview. A minimum of two Trustees and the Chief Executive undertake the interviews and make recommendation to the Board about appointment.

Offers to join the Board are subject to references. New Trustees are co-opted to the Board until the AGM when members are formally requested to ratify appointment. New Trustees undertake an induction process designed to equip them with the information and understanding they need to become effective and valuable members of the Board as quickly as possible. The induction process includes the provision of an induction pack containing key information about Overgate Hospice, its governance structure, and the roles and responsibilities of trustees.

Each new trustee meets with the Chair to agree an induction plan to ensure they gain a good understanding of the operations of the Hospice, and have an opportunity to meet the Executive Team, staff and volunteers.

New trustees are subject to a six-month probationary period and then a meeting with the Chair of the Board to review the probationary period, identify any training needs and agree how the new Trustee's expertise can be used to best advantage.

The development needs of all Trustees are identified during individual review meetings between the Chair and each Trustee. The Hospice has strengthened the annual appraisal process for all Trustees this year. A Board Development session for Trustees takes place annually and Trustees access training externally as required. In 2019/20 we are introducing online mandatory training for all Trustees.

Financial Review

For the last few years the Hospice has set a deficit budget that is we have planned to spend more than the income we expected to receive. The majority of our income is unpredictable each year and although we set annual income targets these are not guaranteed as it depends on the success of every event we hold, how well our shops perform and the generosity of our local community. Fortunately with prudent spending and all fundraising targets being achieved or exceeded we have ended each year in a surplus position. We hope this will continue but we recognise the need to raise additional income and we will work hard to achieve this so we can continue to sustain all the services we provide and continue to meet the growing demand for our care.

Income

During 2018/19 Overgate's income was £4.4m compared with £4.3m for the previous year. Through the generosity of local people we received £1.1m in legacies and donations. This was slightly lower than the previous year due to legacies being £241k less. We also raised £473k from fundraising activities and, with significant efforts from the fundraising team and the continued generosity of local people, this has increased year on year by £89k. Overgate Hospice Support, our trading arm which runs our Overgate shops generated £1.3m (up from £1.2m in 2017/18) which is a result of the hard work of our shop staff and volunteers and represents an excellent position in the continuing difficult retail environment. Our lottery continued to make an important contribution to our income and generated £142k. We also generated investment income of £35k and received grants of £263k.

We continued to receive a significant contribution of £1.05m from the Calderdale Clinical Commissioning Group (CCCG) towards our running costs. This equates to 23.75% of our overall income.

Our remaining income came from areas such as catering, VAT refunds and other miscellaneous sources.

Expenditure

Overall expenditure for Overgate and its trading subsidiary was £4.3m compared with £4.1m in 2017/18. Our expenditure on providing charitable activities reduced very slightly to £2.64m. Expenditure on raising funds has increased to £1.6m from £1.4m in 2017/18. This increase relates in part to an increase in the infrastructure supporting the Overgate shops and the Fundraising Team, which has resulted in increased income from both areas. Our fundraising expenditure consists mainly of the costs of running our retail shops and other trading activities of £985k (£904k in 2017/18), and raising donations and legacies of £622k (£490k in 2017/18).

A surplus of £218k was achieved, mainly due to the surplus of net income over expenditure for the year.

OVERGATE HOSPICE
(a company limited by guarantee)

LEGAL AND ADMINISTRATIVE DETAILS

Status

Registered Charity No 511619
Company No 1510521

Registered Office

Overgate Hospice
30 Hullen Edge Road
Elland
West Yorkshire
HX5 0QY

Patrons

K F Marshall
O J Hirst
C R Woodward
B Whitaker

Directors

P B Andrew (resigned 19 November 2019)
A Bradshaw (appointed 1 April 2019)
S P Brennan (Treasurer)
B Craven (resigned 16 October 2018)
S Dent (Chairman) (appointed 16 April 2018)
E Dixon (resigned 16 October 2018)
C S Dunne (appointed 1 April 2019)
T J Jackson
H Marshall (appointed 1 May 2019)
J A Murphy (resigned 1 January 2019)
V L Pickles (appointed 1 April 2019)
C Riley (appointed 1 April 2019)
G P Smith-Moorhouse (resigned 30 April 2019)
V A Steele (resigned 1 January 2019)
R Taylor (resigned 30 April 2018)
R R Unsworth
J Weiglus
S L Wishart (resigned 30 April 2019)

Chief Executive Officer

J Cawtheray

Auditors

Walter Dawson & Son
7 Wellington Road East
Dewsbury
WF13 1HF

Bankers

Lloyds Bank plc
Commercial Street
Halifax
HX1 1BB

Yorkshire Bank
16 Bradford Road
Brighouse
HD6 1RN

Investment Brokers

Investec Wealth & Investment
Quayside House
Canal Wharf
Leeds
LS11 5PU

OVERGATE HOSPICE
(a company limited by guarantee)

**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF OVERGATE HOSPICE**

We have audited the financial statements of Overgate Hospice for the year ended 31 March 2019 which comprise the Consolidated Statement of Financial Activities (including Income and Expenditure Account, the Consolidated and Parent Company Balance Sheets, the Consolidated Cash Flow Statement and the related notes to the financial statements on pages 31 to 46, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and parent company's affairs as at 31 March 2019 and of the group's income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISA's (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with 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 ISA's (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 Charity'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 auditor's report 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.

OVERGATE HOSPICE
(a company limited by guarantee)

**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF OVERGATE HOSPICE**

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 on that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report (including the strategic report).

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

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

Responsibility of the trustees

As explained more fully in the trustees' Responsibilities Statement set out on page 17, 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 they 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 Charity'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 Charity or to cease operations, or have no realistic alternative but to do so.

OVERGATE HOSPICE
(a company limited by guarantee)

**INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF OVERGATE HOSPICE**

Our responsibilities for the audit of the financial statements

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

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 auditor's report.

Use of our report

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



Graham Atkinson FCA (Senior Statutory Auditor)
For and on behalf of Walter Dawson & Son
Chartered Accountants and Statutory Auditor
7 Wellington Road East
Dewsbury
WF13 1HF

19th November 2019.

OVERGATE HOSPICE
(a company limited by guarantee)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(incorporating a consolidated income and expenditure account and
statement of total recognised gains and losses)
FOR THE YEAR ENDED 31 MARCH 2019

	Note	Unrestricted £	Restricted £	Endowment £	Total £	2018 £
Income:						
<i>Income from donations and legacies:</i>						
Donations	2	757,904	-	-	757,904	750,697
Legacies		343,667	-	-	343,667	585,081
Grants	3	60,951	202,079	-	263,030	82,995
		1,162,522	202,079	-	1,364,601	1,418,773
<i>Income from other trading activities:</i>						
Retailing	4	1,264,243	-	-	1,264,243	1,163,506
Lottery	5	142,370	-	-	142,370	138,235
Fundraising events		472,774	-	-	472,774	383,996
		1,879,387	-	-	1,879,387	1,685,737
Investment income	6	35,485	-	-	35,485	38,211
Total income from generated funds		3,077,394	202,079	-	3,279,473	3,142,721
<i>Income from charitable activities:</i>						
	7	1,142,284	-	-	1,142,284	1,167,829
Total Income		4,219,678	202,079	-	4,421,757	4,310,550
Expenditure:						
<i>Costs of raising funds:</i>						
Expenditure on raising donations & legacies		618,623	3,250	-	621,873	489,971
Expenditure on other trading activities		985,225	-	-	985,225	904,028
Investment management costs		6,148	-	-	6,148	6,749
Total expenditure on raising funds		1,609,996	3,250	-	1,613,246	1,400,748

OVERGATE HOSPICE
(a company limited by guarantee)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES

(incorporating a consolidated income and expenditure account and
statement of total recognised gains and losses)
FOR THE YEAR ENDED 31 MARCH 2019

Note	Unrestricted £	Restricted £	Endowment £	Total £	2018 £
<i>Expenditure on charitable activities:</i>					
Inpatient care	2,228,332	115,225	-	2,343,557	2,360,372
Day care	250,845	11,395	-	262,240	269,160
Bereavement & family support	23,915	-	-	23,915	25,424
Governance costs	8,800	-	-	8,800	10,000
Total expenditure on charitable activities	2,511,892	126,620	-	2,638,512	2,664,956
Total expenditure 8	4,121,888	129,870	-	4,251,758	4,065,704
Net income for year before investment gains/ (losses) and Taxation 11	97,790	72,209	-	169,999	244,846
Net income for year before investment gains/ (losses)	97,790	72,209	-	169,999	244,846
Net gains/(losses) on Investments 15	48,032	-	-	48,032	(1,568)
Tax Charge for Year					
Deferred Taxation	-	-	-	-	(15)
Net income for the year	145,822	72,209	-	218,031	243,263
Transfers Between Funds 18	-	-	-	-	-
Reconciliation of funds	145,822	72,209	-	218,031	243,263
Total funds brought forward	4,953,347	998,555	85,000	6,036,902	5,793,639
Total funds carried forward 18-20	5,099,169	1,070,764	85,000	6,254,933	6,036,902

OVERGATE HOSPICE
(a company limited by guarantee)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(incorporating a consolidated income and expenditure account and
statement of total recognised gains and losses)
FOR THE YEAR ENDED 31 MARCH 2019

There were no recognised gains or losses other than those shown above and there were no acquisitions or discontinued operations in either this or the preceding year.

Under the provisions of Section 408, Companies Act 2006 a separate statement of financial activities for the parent company alone is not required.

There were no movements on Endowment Funds during the year therefore no separate statutory summary income and expenditure account has been prepared.

The notes on pages 31 to 46 form part of these financial statements.

OVERGATE HOSPICE
(a company limited by guarantee)

CONSOLIDATED AND PARENT COMPANY BALANCE SHEETS
AS AT 31 MARCH 2019

	Notes	GROUP		CHARITY	
		2019 £	2018 £	2019 £	2018 £
Fixed assets					
Tangible	13	1,445,900	1,489,525	1,426,505	1,458,666
Investment property	14	703,610	701,810	703,610	701,810
Investments	15	1,028,313	985,005	1,028,314	985,006
		3,177,823	3,176,340	3,158,429	3,145,482
Current assets					
Debtors	16	445,249	675,643	637,530	870,482
Short term deposits		314,235	311,666	314,235	311,666
Cash at bank and in hand		2,610,606	2,201,118	2,373,029	1,985,151
		3,370,090	3,188,427	3,324,794	3,167,299
Creditors: amounts falling due within one year	17	(292,897)	(327,782)	(228,290)	(275,979)
Net current assets		3,077,193	2,860,645	3,096,504	2,891,320
Provision for Liabilities		(83)	(83)	-	-
Deferred Taxation					
Net assets		6,254,933	6,036,902	6,254,933	6,036,802
Represented by Funds:					
Restricted & endowment					
Restricted	18	1,070,764	998,555	1,070,764	998,555
Permanent endowment	19	85,000	85,000	85,000	85,000
		1,155,764	1,083,555	1,155,764	1,083,555
Unrestricted	20				
General funds		3,672,569	3,560,458	3,672,569	3,560,358
Designated funds		1,082,957	1,093,951	1,082,957	1,093,951
Revaluation reserve		343,643	298,938	343,643	298,938
		5,099,169	4,953,347	5,099,169	4,953,247
Total funds	21	6,254,933	6,036,902	6,254,933	6,036,802

Company Registration No. 1510521

Approved by the trustees on 19/11/2019 and signed on their behalf by:



Steven Brennan - Trustee and Treasurer

The notes on pages 31 to 46 form part of these financial statements.

OVERGATE HOSPICE
(a company limited by guarantee)

CONSOLIDATED CASH FLOW STATEMENT
AS AT 31 MARCH 2019

	2019	2018
	£	£
Reconciliation of net incoming resources to operating cash flows		
Net incoming resources for the year before investment gains/(losses)	169,999	244,846
Investment income	(35,485)	(38,211)
Investment management charges paid	6,162	7,100
Depreciation charge	95,037	105,260
Profit on disposal of fixed asset	183	(1,600)
Decrease/(Increase) in debtors	230,394	(392,079)
Increase/(Decrease) in creditors	(34,885)	66,121
Net cash inflow from operating activities	431,405	(8,563)
Returns on investments		
Interest received	5,545	1,326
Dividends received	29,940	36,885
	35,485	38,211
Investing activities		
Payments to acquire tangible fixed assets	(53,595)	(37,433)
Payments to acquire new investment funds	(1,438)	(1,663)
Payments to acquire investment property	(1,800)	(701,810)
Proceeds on disposal of tangible fixed assets	2,000	1,600
Withdrawal of investment funds	-	600,000
Net cash inflow/(outflow) for the year	412,057	(109,658)
Analysis of change in cash during the year		
Short term deposits, cash and bank balances		
At 1 April 2018	2,512,784	2,622,442
Increase in balances	412,057	(109,658)
At 31 March 2019	2,924,841	2,512,784

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

Accounting Policies

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

(a) 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 accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The hospice meets the definition of a public entity under FRS 102. Assets and liabilities are initially recognized at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

(b) Legal status of the Charity

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. At 31 March 2019 there were 43 members (2018: 43).

(c) Going concern

The trustees consider that there are no material uncertainties about Overgate Hospice's ability to continue as a going concern. The most significant areas of adjustment and key assumptions that affect items in the accounts are to do with estimating legacies receivable in these accounts. With regard the following year, the most significant areas of uncertainty of the charity are the level of donation income which needs to be raised each and every year and is covered in more detail in the performance and risk sections of the trustees' annual report.

(d) Group financial statements

The financial statements consolidate the results of the charity and its wholly owned subsidiary Overgate Hospice Support Ltd on a line-by-line basis. A separate Statement of Financial Activities and Income and Expenditure Account for the charity has not been presented because the charity has taken advantage of the exemption afforded by section 408 of the Companies Act 2006.

(e) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. The aim and purpose of each designated fund is set out in the notes to the financial statements.

Restricted funds are donations where the donor has specified they should only be used for particular areas of the hospice's work. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each material designated and restricted fund is set out in the notes to the financial statements. Investment income, gains and losses are allocated to the appropriate fund.

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

Endowment funds arise when the donor has expressly provided that the gift is to be invested and only the income of the fund may be spent.

(f) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably. Where income has related expenditure (as with fundraising or contract income), the income and related expenditure are reported gross in the Statement of Financial Activities. Donations, grants and gifts are recognised when receivable. In the event that a donation is subject to fulfilling performance conditions before the charity is entitled to the funds, the income is deferred and not recognised until it is probable that those conditions will be fulfilled in the reporting period. Income from Gift Aid tax reclaims is recognised for any donations with relevant Gift Aid certificates recognised in income for the year. Any amounts of Gift Aid not received by the year end are accounted for in income and accrued income in debtors.

Income from NHS contracts, government and other grants, whether 'capital' grants or 'revenue' grants, are recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken on a case by case basis as the earlier of the date on which:
the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. If the legacy is in the form of an asset other than cash or an asset listed on a recognised stock exchange, recognition is subject to the value of the asset being able to be reliably measured and title to the asset has passed to the charity. Where legacies have been notified to the charity or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance for a future fundraising event or for a grant received relating to the following year are deferred until the criteria for income recognition are met.

Interest on deposit funds held is included on an accruals basis provided that the amount can be measured reliably by the charity. Dividends are recognised upon notification by our investment advisor of the dividend yield of the investment portfolio.

Sponsorship from events, fundraising and events registration fees are recognised in income when the event takes place. Lottery income is accounted for in respect of those draws that have taken place in the year. Trading income is recognised on point of sale for both donated and purchased goods.

(g) Donated goods and services

Donated services or facilities are recognised when the charity has control over the item,

OVERGATE HOSPICE
(a company limited by guarantee)
NOTES TO THE ACCOUNTS

any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the item is probable and that economic benefit can be measured reliably.

(h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis.

Expenditure on charitable activities includes the costs of providing specialist palliative care and support undertaken to further the purposes of the charity and their associated support costs.

Support costs comprise those costs which are incurred directly in support of expenditure on the objects of the charity and include governance cost, finance, and office costs. Governance costs are those costs incurred in connection with the compliance with constitutional and statutory requirements of the charity. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Support costs are allocated to each of the activities to best allocate the costs to each attributable heading. More detail on the analysis and basis of allocation is given in note 9 to the financial statements.

(i) Volunteers

The value of the services provided by volunteers is not incorporated into these financial statements. Further details of their contribution is provided in the Trustees report.

(j) Fixed assets

Depreciation is provided to write off the cost or revalued amount, less an estimated residual value, of all fixed assets evenly over their expected economic useful lives on a straight line basis as follows:

Freehold property	2% per annum
Leasehold improvements	over term of lease
Equipment	20% per annum
Motor vehicles	25% per annum

The need for any impairment of a fixed asset write-down is considered if there is concern over the carrying value of an asset and is assessed by comparing that carrying value against the value in use or realisable value of the asset when appropriate

(k) Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price, except for the shares in the trading subsidiary which are carried at cost. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

(l) Stock

Donated items of stock for resale or distribution are not included in the financial statements until they are sold or distributed because the Trustees consider it impractical to be able to assess the amount of donated stocks as there are no systems in place which record these items until they are sold. Stocks of bought in retail goods for resale are not included as there are no perpetual stock records and undertaking a stock take would incur undue cost for the charity which far outweighs the benefits.

(m) Debtors

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid. Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

(n) Short term deposits

Short term deposits are short term highly liquid investments with a maturity of three months or more from the date of acquisition or opening of the deposit or similar account.

(o) Cash at bank and in hand

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

(p) Creditors

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

(q) Financial instruments

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

(r) Pensions

NHS Pension Scheme

Employees who join Overgate Hospice who are currently contributing to an NHS

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

pension scheme and who are eligible to remain in their scheme as per their offer letter, are entitled to remain members of that scheme which provides benefits based on final pensionable pay. The NHS Pension Scheme is an unfunded, defined benefit scheme that covers NHS employers, General Practices and other bodies, allowed under the direction of Secretary of State, in England and Wales. As a consequence it is not possible to identify the Hospice's share of the underlying scheme liabilities. Therefore, the scheme is accounted for as a defined contribution scheme and the cost of the scheme is equal to the contributions payable to the scheme for the accounting period.

Employers' pension costs contributions are charged to operating expenses as and when they become due. Employer contribution rates are reviewed every four years following a scheme valuation carried out by the Government Actuary. On advice from the actuary the contribution may be varied from time to time to reflect changes in the scheme's liabilities. The last valuation on which contribution rates were based (31 March 2016) was published on 15 February 2019 and noted a notional deficiency of £19.4bn (7.0% of notional fund valuation). The recommendation of the Government Actuary was that employer contribution rates would be increased to 20.6% of pensionable pay from 1 April 2019. The next full actuarial valuation to be used for funding purposes will be as at 31 March 2020 which is expected to be completed in 2023. The charity has received confirmation that for 2019-20 the additional NHS Pension costs will be applied to the pension fund centrally by NHS England. They have committed that the additional funding will recur annually until 31st March 2023 but the payment arrangements for these subsequent years is yet to be agreed.

Royal London Pension Scheme

Other employees are entitled to join a defined contribution 'money purchase' scheme. The costs of the defined contribution scheme are included with the associated staff costs and allocated therefore to raising funds, charitable activities, support and governance costs and charged to the unrestricted funds of the charity.

The money purchase plan is managed by Royal London and the plan invests the contributions made by the employee and employer in an investment fund to build up over the term of the plan. The pension fund is then converted into a pension upon the employee's normal retirement age which is defined as when they are eligible for a state pension. The expenses of the plan are deducted from the investment fund annually. The charity has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

(s) Operating leases

Operating leases are recognised over the period of which the lease falls due. Any benefit receivable as an incentive to sign an operating lease is recognised on a straight line basis over the period of the lease.

(t) Investment property

Investment property is shown at its most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the statement of financial activities.

(u) Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the

OVERGATE HOSPICE

(a company limited by guarantee)

NOTES TO THE ACCOUNTS

Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

	2019 £	2018 £
2. DONATIONS		
General	327,156	304,997
In memoriam	182,025	186,040
Event participant sponsorship	123,577	133,141
Corporate support	58,743	56,104
Collecting boxes	28,456	21,305
Friends groups including choir (see analysis)	37,947	49,110
	757,904	750,697
Gift Aid included in above total donations	138,038	137,545
Friends Groups	21,447	34,610
Overgate Choir	16,500	14,500
	37,947	49,110
3. GRANTS RECEIVED		
Unrestricted funds:		
General purpose grants	60,951	4,090
Restricted funds:		
Capital appeal for redevelopment	50,000	1,500
End of Life education	97,168	57,807
Equipment renewals	-	3,181
Staff education	150	630
Patient care	5,273	10,546
Other	49,488	5,241
	202,079	78,905
Total	263,030	82,995

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

4. RETAILING	2019 £	2018 £
Income from sale of goods	1,176,474	1,080,849
Recycling credits	87,769	82,657
Total income derived from retailing	1,264,243	1,163,506
Direct cost of sales	24,143	28,582
Staff costs	459,166	415,551
Other staff and volunteer costs	1,769	1,858
Property costs	235,098	201,193
Motor running	21,362	12,198
Till and IT costs	16,100	13,522
Other costs	57,792	46,206
Total expenditure	815,430	719,110
Net profit arising from retail activities	448,813	444,396
Gift Aid recoverable	97,144	85,862
Donations within shops	-	4,459
Shop event income	23,433	22,947
Other Income	8,021	12,433
Total net income arising through retail activities	577,411	570,097
Number of shops	12	13

All shop income in both the current and previous year relates to unrestricted funds.

5. LOTTERY

Income from lottery sales	142,370	138,235
Prize money	(52,000)	(52,000)
Other lottery costs	(18,301)	(16,608)
Net profit arising from lottery	72,069	69,627
Donations through lottery	2,703	6,581
Total net income arising through lottery operations	74,772	76,208

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

	2019 £	2018 £
6. INVESTMENT INCOME		
Income from listed investments	29,940	36,885
Bank interest	5,545	1,326
	35,485	38,211

7. INCOME FROM CHARITABLE ACTIVITIES	Government funding £	Other funding £	Total 2019 £	Total 2018 £
Hospice funding	1,050,120	-	1,050,120	1,050,120
Canteen	-	39,390	39,390	35,861
VAT Refund Scheme	30,000	-	30,000	30,000
Sundry Income	-	22,774	22,774	51,848
	1,080,120	62,164	1,142,284	1,167,829

8. ANALYSIS OF RESOURCES EXPENDED	Direct costs £	Support costs (note 9) £	Total 2019 £	Total 2018 £
Cost of generating voluntary income	493,053	128,820	621,873	489,971
Fundraising trading costs	567,560	417,665	985,225	904,028
Investment management costs	6,148	-	6,148	6,749
Cost of generating funds	1,066,761	546,485	1,613,246	1,400,748
Inpatient care	1,935,047	408,510	2,343,557	2,360,372
Day care	221,389	40,851	262,240	269,160
Bereavement and family support	19,376	4,539	23,915	25,424
Charitable activities	2,175,821	453,900	2,629,712	2,654,956
Governance costs	-	8,800	8,800	10,000
Total	3,242,573	1,009,185	4,251,758	4,065,704

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

9. ANALYSIS OF SUPPORT COSTS	Establishment light & heat £	Management & IT £	Other costs £	Total 2019 £	Total 2018 £
Cost of generating voluntary income	40,957	16,021	71,842	128,820	128,114
Fundraising trading:					
Cost of goods sold & other costs	235,098	16,100	166,467	417,665	383,298
Cost of generating funds	276,055	32,121	238,309	546,485	511,412
Charitable services	154,074	60,270	239,556	453,900	524,555
Governance costs	-	-	8,800	8,800	10,000
Total	430,129	92,391	486,665	1,009,185	1,045,967

	2019 £	2018 £
10. WAGES AND SALARIES		
Wages and salaries	2,549,555	2,482,012
Employer's national insurance	185,584	200,226
Pension costs	195,895	201,196
<i>Employee costs</i>	2,931,034	2,883,434
<i>Other:</i>		
Medical Consultant	144,557	140,056
	3,075,591	3,023,490

The average monthly head count of payroll employees (excluding temporary employed staff) in the year was 123 (2018: 120). As at 31 March 2019 there were 30 (2018: 34) bank staff being utilised.

The number of employees whose remuneration (excluding employer pension contributions) fell into the band between £60,001 and £70,000 during the year was 3 (2018: 3). Employer pension cost payments in the year in respect of employees earning above £60,000 was £25,053 (2018: £25,532).

The trustees received no remuneration or other financial benefit for their services during the year (2018: £nil).

Insurance cover is provided through a trustee indemnity insurance policy.

The Hospice consider that the key group management personnel comprise the trustees and the directly employed members of the senior management team comprising the Chief Executive and 4 other employees. The total gross remuneration of those

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

10. WAGES AND SALARIES (CONT.)

remunerated members of the senior management team was £206,236 (2018: £224,866) and the total of employer pension contributions paid was £22,017 (2018: £24,765). The total cost of those employed members of the senior management team was therefore £228,253 (2018: £249,631). A further member of the senior management team is the Medical Consultant and the costs charged to the Hospice for the services provided are shown on page 40.

Functional analysis of the average numbers of employees of the group	2019 Actual number	2019 Full time equivalent	2018 Actual number	2018 Full time equivalent
Direct charitable services	69	48	70	50
Fundraising	42	36	37	33
Governance	1	1	1	1
Administrative services	11	9	12	9
Total	123	94	120	93

11. NET INCOMING RESOURCES

Net incoming resources before investment gains/(losses) is stated after charging

	2019 £	2018 £
Depreciation	95,037	105,260
Auditors remuneration:		
- For audit services	8,800	10,000
- For other services	-	-
Operating lease rentals - retail properties	149,440	145,712

12. TAXATION

The company is a registered charity and as such is exempt from taxation on its income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that its income and gains are applied for charitable purposes.

All of the profits of the trading subsidiary are donated to the Hospice resulting in there being no amounts chargeable to taxation in the subsidiary.

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

13. TANGIBLE FIXED ASSETS

a) GROUP	Freehold property £	Leasehold property improvements £	Medical and other equipment £	Motor vehicles £	Total £
Cost					
At 1 April 2018	2,615,289	21,263	574,314	27,900	3,238,766
Additions	-	-	53,595	-	53,595
Disposals	-	-	(9,633)	-	(9,633)
At 31 March 2019	2,615,289	21,263	618,276	27,900	3,282,728
Depreciation					
At 1 April 2018	1,242,656	21,263	462,903	22,419	1,749,241
Charge for the year	48,744	-	44,630	1,663	95,037
Disposals	-	-	(7,450)	-	(7,450)
At 31 March 2019	1,291,400	21,263	500,083	24,082	1,836,828
Net book value 31 March 2019	1,323,889	-	118,193	3,818	1,445,900
31 March 2018	1,372,633	-	111,411	5,481	1,489,525

b) CHARITY	Freehold property £	Medical and other equipment £	Total £
Cost			
At 1 April 2018	2,615,289	574,788	3,140,077
Additions	-	53,595	53,595
Disposals	-	(9,633)	(9,633)
At 31 March 2019	2,615,289	568,750	3,184,093
Depreciation			
At 1 April 2018	1,242,656	438,755	1,681,411
Charge for the year	48,744	34,829	83,573
Disposals	-	(7,450)	(7,450)
At 31 March 2019	1,291,400	466,134	1,757,534
Net book value 31 March 2019	1,323,889	102,616	1,426,505
31 March 2018	1,372,633	86,033	1,458,666

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

14. INVESTMENT PROPERTY	Group £	Charity £
Cost or valuation		
At 1 April 2018	701,810	701,810
Additions	1,800	1,800
At 31 March 2019	703,610	703,610
Net book value 31 March 2019	703,610	703,610
Net book value 31 March 2018	701,810	701,810
Valuation at 31 March 2019	703,610	703,610

The investment property is the next door property which has been purchased for the the sole purpose of using the site for future redevelopment of the Hospice, to update the existing inpatient services and to continue to provide services into the 21st century.

15. INVESTMENTS	Group £	Charity £
a)		
At 1 April 2018	985,005	985,006
New funds added	1,438	1,438
Withdrawal of funds	-	-
Net gains on disposals	1,036	1,036
Net gains on revaluation	46,996	46,996
Investment management charges paid	(6,162)	(6,162)
At 31 March 2019	1,028,313	1,028,314
b) Analysis of investments	2019 £	2018 £
Managed listed investments and authorised unit trusts	1,000,144	958,215
Cash held as part of the investment portfolio	28,169	26,790
Total Group	1,028,313	985,005
Investment in subsidiary	1	1
Total Charity	1,028,314	985,006

Investments in equities and fixed interest securities are all traded in quoted public markets, primarily the London Stock Exchange and are carried at fair value which is equivalent to market value using bid price.

NOTES TO THE ACCOUNTS

15. INVESTMENTS (CONT.)

Historical cost of the investments excluding cash and subsidiary is £656,501 (2018: £659,277).

Investment risks are mitigated by retaining expert advisors and an investment policy that provides for a high degree of diversification of holdings within asset classes that are quoted on recognised stock exchanges. No use is made of derivatives and similar complex financial instruments as the view is taken that investments are held for longer term yield and historic studies of quoted financial instruments have shown that volatility in any five year period will normally be corrected.

The investment property was purchased in the year ended 31 March 2018 by liquidating £600,000 of the managed listed investments and authorised unit trusts.

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

c) Trading subsidiary

The hospice has a wholly owned subsidiary, Overgate Hospice Support Ltd, whose main purpose is to sell goods to raise funds for the charity.

The summarised accounts of the subsidiary are as follows:

	2019 £	2018 £
Subsidiary's profit and loss account		
Turnover	1,537,914	1,433,673
Cost of sales	(565,791)	(518,872)
Gross profit	972,123	914,801
Operating expenses	(319,940)	(268,846)
Grants received	-	350
Operating profit before charitable donations	652,183	646,305
Taxation	-	(15)
Gift Aid donation to Hospice	(652,283)	(646,207)
Retained profit/(loss) for the year	(100)	83

Subsidiary's balance sheet

Fixed assets	19,395	30,859
Current assets	300,790	282,942
Current liabilities	(320,101)	(313,617)
Provision for liabilities	(83)	(83)
Total assets less (liabilities)	1	101
Represented by:		
Capital	1	1
Reserves	-	100
	1	101

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

	GROUP		CHARITY	
	2019	2018	2019	2018
	£	£	£	£
16. DEBTORS				
Trade debtors	32,955	58,191	32,735	57,903
Group debtors	-	-	255,494	261,814
Group donation receivable	-	-	-	-
Other debtors	4,508	4,092	3,331	3,339
Taxation recoverable	135,647	100,676	129,500	97,000
Legacies receivable	14,500	361,632	14,500	361,632
Prepayments and other accrued income	257,639	151,052	201,970	88,794
	445,249	675,643	637,530	870,482

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Trade creditors	78,943	75,924	62,872	66,873
Other taxation and social security	52,457	55,276	52,457	55,276
Sundry creditors and deferred income	161,497	196,582	112,961	153,830
	292,897	327,782	228,290	275,979

18. RESTRICTED FUNDS

GROUP AND CHARITY:	At 1 April 2018	Income	Expenditure	Transfers	At 31 March 2019
	£	£	£	£	£
Funding for capital asset acquisitions:					
Property redevelopment	865,471	-	(46,850)	-	818,621
DoH - holistic funding	79,632	-	(1,847)	-	77,785
Medical equipment & chairs	8,361	-	(2,168)	-	6,193
Kitchen	-	3,100	(158)	-	2,942
IT Equipment	-	7,118	(237)	-	6,881
Funding of revenue costs:					
Capital Appeal Funds	1,500	50,000	-	-	51,500
End of life educator	-	97,048	(54,168)	(10,145)	32,735
Staff training	7,165	5,393	(4,667)	(2,028)	5,863
Patient care and others	5,649	26,878	(7,797)	-	24,730
Wish list items	30,777	12,542	(11,978)	12,173	43,514
	998,555	202,079	(129,870)	-	1,070,764

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

18. RESTRICTED FUNDS (CONT.)

Restricted fund balance carried forward at 31 March 2019 is represented by	£
Unexpended capital funding	912,422
Unexpended revenue funding	158,342
	1,070,764

19. ENDOWMENT FUNDS

At 1 April 2018 and 31 March 2019	£
1981 Property Fund	70,000
Halifax District Nursing Charity Fund	15,000
	85,000

20. UNRESTRICTED FUNDS	At 1 April 2018	Income	Expenditure	Transfers	At 31 March 2019
	£	£	£	£	£
Group:					
General fund	3,560,458	4,219,678	(4,062,862)	(44,705)	3,672,569
Designated fund	1,093,951	-	(10,994)	-	1,082,957
Revaluation reserve	298,938	-	-	44,705	343,643
	4,953,347	4,219,678	(4,073,856)	-	5,099,169

Charity:

General fund	3,650,358	3,334,047	(3,177,131)	(44,705)	3,672,569
Designated fund	1,093,951	-	(10,994)	-	1,082,957
Revaluation reserve	298,938	-	-	44,705	343,643
	4,953,247	3,334,047	(3,188,125)	-	5,099,169

21. NET ASSETS BY FUNDS	Unrestricted	Restricted	Endowment	Total
	£	£	£	£
Investments	1,028,313	-	-	1,028,313
Investment Property	703,610	-	-	703,610
Tangible fixed assets	409,926	950,974	85,000	1,445,900
Current assets	3,250,300	119,790	-	3,370,090
Creditors due in less than one year	(292,897)	-	-	(292,897)
Provision for liabilities	(83)	-	-	(83)
Total at 31 March 2019	5,099,169	1,070,764	85,000	6,254,933

OVERGATE HOSPICE
(a company limited by guarantee)

NOTES TO THE ACCOUNTS

22. FINANCIAL PERFORMANCE OF THE HOSPICE

The consolidated statement of financial activities includes the results of the wholly owned trading subsidiary and no separate statement of financial activities or income and expenditure account has been shown for the Charity alone as permitted by section 408 of the Companies Act 2006 and paragraph 397 of the Charities SORP.

The summarised results of the charity for the year are as follows:

	2019	2018
	£	£
External income	2,822,630	2,941,532
Expenditure	(3,366,027)	(3,277,986)
Surplus/(deficit) before other income	(543,397)	(336,454)
Donation from trading subsidiary	652,283	646,207
Surplus for the year before investment gains and losses	108,886	309,753
(Loss)/profit on sale of investments	1,036	10,998
Unrealised investment gains/(losses)	46,996	(12,566)
Total increase in reserves	156,918	308,185

23. OPERATING LEASE COMMITMENTS

Group annual commitments under non-cancellable operating leases are as follows:

	2019	2018
	£	£
Expiry date:		
Within one year	135,351	101,062
Between two and five years	226,797	47,951
In more than five years	1,084	4,871

24. CONTROLLING INTEREST

Overgate Hospice is managed by the Board of Directors, the members of which are the trustees of the charity.

OVERGATE HOSPICE
(a company limited by guarantee)

**THE FOLLOWING PAGES DO NOT FORM PART OF THE
AUDITED FINANCIAL STATEMENTS**

OVERGATE HOSPICE
(a company limited by guarantee)
DETAILED INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 March 2019

	2019			2018
	Charity £	Subsidiary £	Total £	Total £
Income				
Legacies and bequests	343,667	-	343,667	585,081
Donations in lieu of flowers	182,025	-	182,025	186,040
Other fortuitous giving	263,406	2,703	266,109	225,713
Gift Aid	40,894	97,144	138,038	137,545
Patient care	10,208	-	10,208	14,689
Fundraising, other donations & sundry income	572,918	23,433	596,351	517,137
Retail shop operations incl. recycling credits	-	1,264,243	1,264,243	1,163,506
Catering	39,390	-	39,390	35,861
Calderdale CCG grant	1,050,120	-	1,050,120	1,050,120
Restricted grants released to match costs in year	140,864	-	140,864	143,910
Other grant income	60,951	-	60,951	4,090
VAT refund scheme	30,000	-	30,000	30,000
Friends of Overgate and Overgate Choir	37,947	-	37,947	49,110
Overgate Hospice lottery	-	142,370	142,370	138,235
Sundry income	14,753	8,021	22,774	56,307
	2,787,143	1,537,914	4,325,057	4,337,344
Investment portfolio income	29,940	-	29,940	36,885
Bank interest	5,545	-	5,545	1,326
	35,485	-	35,485	38,211
Income sub-total	2,822,628	1,537,914	4,360,542	4,375,555
Operating expenditure	(3,366,027)	(885,731)	(4,251,758)	(4,065,704)
Donation to Overgate Hospice	652,283	(652,283)	-	-
Net income before investment gains/(losses)	108,884	(100)	108,784	309,851
Gain/(Loss) on realised investments	1,036	-	1,036	10,998
Unrealised investment gains/(loss)	46,996	-	46,996	(12,566)
Net income for the year before taxation	156,916	(100)	156,816	308,283
Net income for the year before taxation as above	156,816			
Excess of income over restricted grant expenditure received in year	72,209			
Expenditure on designated funds in the year	(10,994)			
Increase in Net Assets in year	218,031			

OVERGATE HOSPICE
(a company limited by guarantee)
DETAILED INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 March 2019

	2019			2018
	Charity	Subsidiary	Total	Total
	£	£	£	£
Expenditure				
Care expenses				
Staff costs and Doctors fees	1,992,047	-	1,992,047	1,961,670
Catering	50,266	-	50,266	45,360
Sundry nurses and medical expenses	74,510	-	74,510	53,831
Travel expenses	29,073	-	29,073	36,173
Cleaning and laundry	14,952	-	14,952	14,623
Depreciation	14,964	-	14,964	18,744
	2,175,812	-	2,175,812	2,130,401
Hospice establishment expenses				
Staff costs	8,836	-	8,836	50,054
Heating and lighting	37,736	-	37,736	35,543
Council tax, water charges & insurance	40,140	-	40,140	31,164
Repairs and maintenance	59,310	-	59,310	33,386
Recruitment and training	265	-	265	-
Depreciation	48,744	-	48,744	48,744
	195,031	-	195,031	198,891
Fundraising & publicity				
Staff costs	319,846	459,166	779,012	647,191
Recruitment and training	6,088	1,769	7,857	3,152
Expenses, event and other costs	167,119	2,574	169,693	131,677
Retailing costs	-	33,750	33,750	31,959
Shop rent, rates, light, heat & insurance	-	193,213	193,213	189,026
Shop repairs and maintenance	-	41,885	41,885	12,167
Overgate Hospice lottery	-	70,301	70,301	68,608
Cash collection handling charges	6,854	19,210	26,064	30,313
Legal	-	525	525	875
(Profit) Loss on disposal of fixed asset	-	-	-	(1,600)
Depreciation	-	11,464	11,464	8,902
	499,907	833,857	1,333,764	1,122,270

OVERGATE HOSPICE
(a company limited by guarantee)
DETAILED INCOME AND EXPENDITURE ACCOUNT
for the year ended 31 March 2019

	2019			2018
	Charity £	Subsidiary £	Total £	Total £
Administrative expenses				
Staff costs	295,696	-	295,696	364,575
General recruitment, training & staff benefits	22,595	21,362	43,957	33,695
Postage, printing & stationery	29,796	5,084	34,880	40,827
Telephone	7,091	1,806	8,897	8,076
HR, investment & legal	26,631	-	26,631	26,799
IT costs	76,291	16,100	92,391	83,640
Sundry expenses	6,848	313	7,161	10,662
Subscriptions	5,481	3,209	8,690	6,998
Accountancy charges	-	-	-	-
Auditors' remuneration	4,800	4,000	8,800	10,000
(Profit) Loss on disposal of fixed asset	183	-	183	-
Depreciation	19,865	-	19,865	28,870
	495,277	51,874	547,151	614,142
Total expenditure	3,366,027	885,731	4,251,758	4,065,704



Thank You

The Hospice is fortunate and very grateful to receive grants from the following organisations:

- Calderdale Clinical Commissioning Group
- The Finderman Trust
- Morrisons Foundation
- Ross Smith Foundation
- Hebden Bridge Rotary
- The Hedley Foundation
- Warburtons
- D'Oyly Carte Foundation
- Masonic Charitable Foundation
- Sir George Martin Trust
- KM Lumb Charitable Trust
- Thomas Cook
- Sovereign
- Sinead's Cancer Care
- Bearders
- Todmorden War Memorial Trust
- The Holbeck Charitable Trust

The Hospice is continually thankful to Sylvia Graucob MBE for donating her beloved home to enable patients and their families in Calderdale to benefit from palliative care. Sylvia died in November 2017 but we continue to remember her kindness and generosity.



Hospice:

01422 379151

info@overgatehospice.nhs.uk

Fundraising:

01422 387121

fundraising@overgatehospice.nhs.uk

Overgate Hospice Shops:

Brighouse,

45 Bethel Street, HD6 1JR

01484 723147

Designer Shop,

45 Bethel Street, HD6 1JR

01484 723147

Brighouse Furniture Shop

5A Park Street, HD6 1AD

01484 718346

Elland

35 Southgate, HX5 0BW

01422 310170

Overgate Little Stars

Elland, 54A Southgate, HX5 0DQ

01422 374253

Hebden Bridge

1/3 Crown Street, HX7 8EH

01422 844995

Ilkley

14 Bank Edge Road, HX2 8JU

01422 246507

Hebden Bridge Furniture & Vintage

Valley Road, HX7 7BZ

01422 845731

Halifax

50 Southgate, HX1 1DL

01422 366056

King Cross

218 King Cross Road, HX1 3JP

01422 340502

Ovenden

26 Keighley Road, HX2 8AL

01422 365650

Todmorden

13 Halifax Road, OL14 5AG

01706 839555

West Vale

5 Stainland Road, HX4 8AD

01422 377992

Hipperholme

3 Co-operative Buildings ,
Denholme Gate Rd, HX3 8HX

01422 201224