

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

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FOR THE YEAR ENDED 31 DECEMBER 2020**

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ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

Reference and administrative details, trustees and advisers

FOR THE YEAR ENDED 31 DECEMBER 2020

Council of Partners

Mr Fintan Fagan, (Chair AIHPC Council of Partners)
CEO, St Francis Hospice Dublin

Ms Heather Weir, (Vice Chair NI, AIHPC Council of Partners)
CEO, Northern Ireland Hospice

Ms Mary Nash, (Vice Chair ROI, AIHPC Council of Partners)
CEO, Galway Hospice Foundation

Ms Gillian Traub, Director of Adult, Social & Primary Services
Belfast Health & Social Care Trust

Dr Eileen Courtney
School of Nursing & Human Sciences, DCU

Professor Charles Normand
Edward Kennedy Professor of Health Policy &
Management, Dublin University Trinity College

Ms Sharon Foley, CEO
Irish Hospice Foundation

Ms Orla O'Brien, CEO
Lauralynn Children's Hospice

Ms Lynne Coulson, Head of Services
Professional Development and Knowledge
Macmillan Cancer Support NI

Mr Eamon O'Kane, Deputy Director Devolved Nations
& National Programmes
Marie Curie

Ms Audrey Allen, Director of Nursing
Marymount University Hospital & Hospice, Cork

Mr Pat Quinlan,
CEO, Milford Care Centre

Dr Georgina Gethin, Head of School of Nursing &
Midwifery, National University of Ireland, Galway

Mr Roy Hamill, Director of Community Care,
Northern Health & Social Care Trust

Ms Audrey Houlihan
CEO, Our Lady's Hospice and Care Services

Ms Loretta Gribben,
Public Health Agency

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

Reference and administrative details, trustees and advisers

FOR THE YEAR ENDED 31 DECEMBER 2020

**Council of Partners
(cont'd)**

Professor Joanne Reid
Professor of Nursing, School of Nursing and Midwifery,
Queen's University Belfast

Dr Siobhan McCarthy, Programme Director & Lecturer
Institute of Leadership, RCSI

Ms Nikki Patterson, Director of Nursing Older People
& Primary Care, South Eastern H&SC Trust

Mr Brian Beattie, Director of Older People &
Primary Care, Southern Health & Social Care Trust

Dr Felicity Hasson
Senior Lecturer School of Nursing, University of Ulster

Ms Caroline Dalton O'Connor
Lecturer Clinical Services & Practice, School of Nursing
& Midwifery, University College Cork

A/Prof Michael Connolly
Associate Professor, School of Nursing and Midwifery
University College Dublin

Dr Bob Brown, Director of Primary Care & Older
Peoples Services,
Western Health & Social Care Trust

Professor Alice Coffey, Department of Nursing &
Midwifery, University of Limerick

Dr Kathleen MacLellan, Assistant Secretary
Department of Health ROI

Voices4Care Members:

Mr John Joyce
Ms Eileen Wright

Business Address

Education and Research Centre
Our Lady's Hospice & Care Services
Harolds Cross
Dublin 6W

Bankers

Bank of Ireland
1 Rathfarnham Road
Terenure
Dublin 6

**Charity registered
number**

CHY1144 - Our Lady's Hospice and Care Services

Independent auditors

PKF O'Connor, Leddy & Holmes Limited
Century House
Harold's Cross Road
Dublin 6W

Solicitors

Byrne Wallace
88 Harcourt Street
Dublin 2
D02 DK18

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

Institute's Council of Partners Report FOR THE YEAR ENDED 31 DECEMBER 2020

The Institute's Council of Partners present their annual report together with the audited financial statements of All Ireland Institute of Hospice & Palliative Care for the year ended 31 December 2020. The Institute's Council of Partners confirm that the Annual Report and financial statements of the Institute comply with the current statutory requirements, the requirements of the Institute's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Background and summary

All Ireland Institute of Hospice & Palliative Care (AIHPC) is a leading organisation with national and international influence driving excellence in palliative care. AIHPC is a collaborative of 26 partners including the majority of universities, hospices, the five Health and Social Care Trusts, The Department of Health Republic of Ireland, the Public Health Agency in Northern Ireland and two major charities on the island of Ireland. The Institute plays a pivotal role in supporting its partners funders and key stakeholders to improve the experience of palliative care for people with life limiting conditions and their families. The Institute actively focusses on brokering relationships and supporting collaborations on an all island basis across palliative care education, research, policy and practice. The Institute continued to operate as a going concern within 2020.

Objectives and Activities

The overall aim of the Institute is to improve the experience of palliative care for people with life limiting conditions.

As the palliative care sector's institute, AIHPC :

- * Integrates palliative care research, education and practice development in the health and social care systems across the island of Ireland,
- * Partners with users, carers and communities to ensure that palliative care provision meets their needs and continues to do so,
- * Supports the development of specialist palliative care to meet the current and emerging demands of the health system.

Main activities undertaken to further the Institute's purposes for the public benefit

The Institute continues to deliver across a wide programme in research, education, policy and practice including:

- * Supporting the continued expansion of the Palliative Care Research Network (established in 2012) which aims to increase collaboration across the island of Ireland
- * Continuing to support the development of palliative care education including the delivery of Project ECHO: SIHPC, the Education Network and the development of online education resources
- * Developing and promoting the Palliative Hub - an online gateway to information about palliative care for entire community
- * Continuing to support the ongoing development of palliative care policy including liaising with Government Departments and national palliative care programmes in both jurisdictions
- * Host and supporting conferences and workshops on key areas relating to all aspects of palliative care
- * Supporting engagement with service users, carers and members of the community including via the Institute's Voices4Care service user, carer, citizen panel
- * Raising awareness of the benefits of palliative care including via the annual Palliative Care Week.

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

Institute's Council of Partners Report (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2020

Achievements and performance

AllHPC adapted very successfully during the COVID 19 Pandemic to delivering a wide range of programmes and projects within 2020 including the following:

*AllHPC oversaw the successful delivery of a series of 26 Project ECHO AllHPC – COVID webinars

*AllHPC continued to grow the membership of the Palliative Care Research Network (PCRN) (54) and the Early Career Research Forum (148) during 2020. AllHPC hosted the EAPC International Research Seminar 'Public Health Research in Palliative Care: Towards Solutions for Global Challenges' in November and the PCRN's Annual Symposium in December.

*A Palliative Care Experience Video Project, (7 videos) undertaken in conjunction with the HSE, was successfully concluded

*A very successful raising awareness campaign - Palliative Care Week - took place from 13 – 19 September 2020 during which many events were held across the island of Ireland.

*AllHPC successfully completed its involvement the ERASMUS EU funded EDUPALL programme which saw the creation of a European undergraduate palliative medicine curriculum and supporting resources ,

*AllHPC supported the National Palliative Care Quality Assurance + Improvement (QA+I) Enablement Committee (ROI), coordinated a workshop on Frailty and Palliative Care, and, responded to the consultation on PEACE PLUS Programme.

*AllHPC continues to support development of The Palliative Hub including establishing a COVID-19 section to support health and social care professionals during the COVID-19 pandemic.

"These financial statements reflect the financial affairs of All Ireland Institute Of Hospice & Palliative Care. The Council of Partners is satisfied with the results for the year. The results achieved are in line with their expectations. There was an increase in income for the period of 10% when compared to 2019. The Institute had surplus of expenditure over income of €118,500 during the year, compared with a deficit of expenditure over income of €37,165 in the prior year. The Institute's current position is assets of €527,169 liabilities of €74,184 and resulting funds of €452,985."

Plans for the future period

The Institute's Council of Partners approved the Institute's Business Plan 2020 at its meeting on the 10 December 2019. The Business Plan details a wide range of activities across research, policy, practice, education, service user and care engagement, raising awareness, online gateway and building sustainability . As detailed directly below, the Institute has secured a number of external grant funding commitments.

Fundraising activities/Income generation

The principal income of the Institute is from contributions from 25 partner organisations. The "CA" Collaborative Agreement between the Institute and its 25 partners became effective on the 1st of January 2016 having an initial term of 5 years and may be renewed for subsequent periods by agreement of its partners.

In addition, funding was secured from a range of sources including the Health Services Executive and Health Research Board in the Republic of Ireland and the Public Health Agency and the PHA Research & Development Division in Northern Ireland.

Going concern

After making appropriate enquiries, the Institute's Council of Partners have a reasonable expectation that the Institute has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

During 2020 the Institute's Council of Partners commenced a review of AllHPC's governance structures with a view to establishing AllHPC as Company Limited by Guarantee and an independent charity. The Council expect this review and process to be completed in mid 2022.

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

Institute's Council of Partners Report (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2020

Reserves policy

The reserve policy is to provide revenue reserves for all known liabilities whilst ensuring that the funding for the annual objectives of the Institute are committed by its partners and funders in advance of each financial year. At 31 December 2020, the level of the general fund was €446,199 and restricted funds €6,786.

Structure, Governance & Management

The Institute's governance and management structure are set out in the Institute's Governance Framework which was finalised and approved in January 2016. The Governance Framework details the Institute's governance committees; Council of Partners, Executive Committee, Finance and HR Committee and Palliative Care Research Network Research Governance Sub Committee including their terms of references. In addition the framework sets out the roles and responsibilities of the Host organisation (Our Lady's Hospice & Care Services) and the Director of the Institute and lists the panel of External Collaborators. The Institute's Collaborative Agreement governing AllHPC was approved by all 26 of the Institute's partner organisations on the 2 August 2018. The Institute is not directly registered with the Charities Regulator as it operates under Our Lady's Hospice & Care Services charity number. During 2020 progress continued on a review of AllHPC's governance structures with a view to establishing AllHPC as Company Limited by Guarantee and an independent charity in 2022.

AllHPC Council of Partners is responsible for the overall stewardship, strategic direction and proper functioning of AllHPC. The Council of Partners consists of one member from each of the parties to the Collaboration Agreement. It is the responsibility of each partner of the Institute to nominate a member of staff to become a member of the Institute's Council of Partners. The roles and responsibilities of partner representatives are set out in the Institute's Governance Framework.

There were eight new members of the Council of Partners within 2020 and each received an induction from the Institute's Director regarding the Institute and the Institute's governance and management structure. In addition key corporate documentation was shared with the new members. The Department of Health ROI joined AllHPC during 2020.

The Institute's Council of Partners meet four times a year and includes 28 members (named representation from the Institute's 26 partner organisations and two members of Voices4Care (the Institute's service user, care, citizen panel). The role of the Council of Partners is to:

- * Provide effective leadership of AllHPC within a framework of prudent and effective controls,
- * Set the strategic direction of AllHPC based on the objectives agreed with the Partner Funders,
- * Approve, monitor and review organisational performance.

Pay Policy for Senior Staff

The Institute's pay policy is set out in the Institute's Performance Management Policy and monitored by the Finance and HR Committee. All manpower and salary decisions are approved by this committee.

Risk Management

The Institute's Council of Partners has oversight of the risk management plans for the Institute including HR issues, finance and any challenge to the achievement of strategic objectives.

Statement on relevant audit information

Each of the persons who are Trustees at the time when this Principal Promoter and Trustees' Report is approved has confirmed that:

- so far as the Trustee is aware, there is no relevant audit information of which the Charity's auditors are unaware, and
- the Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the Company's auditors are aware of that information.

Post balance sheet events

There are no significant events affecting the company since year end.

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

Institute's Council of Partners responsibilities statement

The Institute's Council of Partners is responsible for preparing the Institute's Council of Partners' report and the financial statements in accordance with applicable law and accounting standards issued by the Financial Reporting Council (Generally Accepted Accounting Practice in Ireland), including FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The law applicable to charities in Ireland requires the Institute's Council of Partners to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Institute and of the incoming resources and application of resources of the Institute for that period. In preparing these financial statements, the Institute's Council of Partners are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Institute will continue in operation.

The Institute's Council of Partners are responsible for keeping proper accounting records that are sufficient to show and explain the Institute's transactions and disclose with reasonable accuracy at any time the financial position of the Institute and enable him to ensure that the financial statements comply with the Charities Act 2009 and the provisions of the trust deed. The Institute's Council of Partners are also responsible for safeguarding the assets of the Institute and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditors

The auditors, PKF O'Connor Leddy & Holmes Limited will remain in office in accordance with section 383 of the Companies Act 2014.

This report was approved by the Institute's Council of Partners on 25/05/2021 and signed on their behalf by:

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Fintan Fagan.....

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Mr Fintan Fagan

Chair of AIHPC Council of Partners

Date: 25/05/2021

DocuSigned by:

Mary Nash.....

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Ms Mary Nash

Chair of Finance and Human Resources Sub-Committee

Date: 25/05/2021

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

INDEPENDENT AUDITORS' REPORT TO THE COUNCIL OF PARTNERS ON THE AUDIT OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

OPINION

We have audited the Financial statements of All Ireland Institute for Hospice and Palliative Care for the year ended 31 December 2020, which comprise the Statement of Financial Activities, the Balance Sheet, the Statement Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is Irish law and Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

IN OUR OPINION THE FINANCIAL STATEMENTS:

- give a true and fair view of the assets, liabilities and financial position of the Institute's affairs as at 31 December 2020 and of its surplus for the year then ended;
- have been properly prepared in accordance with Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Charities Act 2009 and regulation 48 of the Charities Act 2009.

BASIS FOR OPINION

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

CONCLUSIONS RELATING TO GOING CONCERN

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

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

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

OTHER INFORMATION

The Council of Partners are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditors' 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.

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

INDEPENDENT AUDITORS' REPORT TO THE COUNCIL OF PARTNERS ON THE AUDIT OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

OPINION ON OTHER MATTERS PRESCRIBED BY THE CHARITIES ACT 2009

Based solely on the work undertaken in the course of the audit, we report that:

- in our opinion, the information given in the Council of Partners Report is consistent with the financial statements;
- and
- in our opinion, the Council of Partners Report has been prepared in accordance with applicable legal requirements.

We have obtained all the information and explanations which we consider necessary for the purposes of our audit.

In our opinion the accounting records of the Institute were sufficient to permit the financial statements to be readily and properly audited, and the financial statements are in agreement with the accounting records.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

Based on the knowledge and understanding of the Institute and its environment obtained in the course of the audit, we have not identified material misstatements in the Council of Partners Report.

The Charities Act 2009 requires us to report to you if, in our opinion, the disclosures of Trustees' remuneration and transactions are not made. We have nothing to report in this regard.

RESPECTIVE RESPONSIBILITIES

RESPONSIBILITIES OF COUNCIL OF PARTNERS FOR THE FINANCIAL STATEMENTS

As explained more fully in the Council of Partners Responsibilities Statement on page 8, the Council of Partners are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Council of Partners are responsible for assessing the Institute'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 management either intends to liquidate the Institute's or to cease operations, or has no realistic alternative but to do so.

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

INDEPENDENT AUDITORS' REPORT TO THE COUNCIL OF PARTNERS ON THE AUDIT OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020 (CONTINUED)

AUDITORS' 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 Auditors' Report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the IAASA's website at: [https://www.iaasa.ie/Publications/ISA 700 \(Ireland\)](https://www.iaasa.ie/Publications/ISA%20700%20(Ireland)). This description forms part of our Auditors' Report.

THE PURPOSE OF OUR AUDIT WORK AND TO WHOM WE OWE OUR RESPONSIBILITY

This report is made solely to the Institute's Council of Partners, as a body, in accordance with section 50 of the Charities Act 2009 and regulations made under section 51 of that Act. Our audit work has been undertaken so that we might state to the Institute's Council of Partners those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Institutes and its Council of Partners, as a body, for our audit work, for this report, or for the opinion we have formed.

DocuSigned by:

Keith Doyle

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Keith Doyle

for and on behalf of

PKF O'Connor, Leddy & Holmes Limited

Statutory Audit Firm

Century House

Harold's Cross Road

Dublin 6W

Date: 25/05/2021

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020

		Unrestricted funds 2020 €	Restricted funds 2020 €	Total funds 2020 €	Total funds 2019 €
	Note				
Income from:					
Charitable Activities	3	509,910	261,031	770,941	703,178
Other income	4	44	-	44	92
Total income		509,954	261,031	770,985	703,270
Expenditure on:					
Charitable Activities	5	(353,136)	(299,349)	(652,485)	(740,436)
Total expenditure		(353,136)	(299,349)	(652,485)	(740,436)
Net surplus/(deficit)		156,819	(38,319)	118,500	(37,165)
Net movements in fund		156,819	(38,319)	118,500	(37,165)
Reconciliation of funds:					
Total funds brought forward	13	289,380	45,105	334,485	371,650
Total funds carried forward		446,199	6,786	452,985	334,485

The Statement of Financial Activities includes all gains and losses recognised in the financial years.

All activities relate to continuing operations.

The accompanying notes form part of these financial statements.

Approved by the Council of Partners on 25/05/2021.

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Fintan Fagan.....

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Mr Fintan Fagan

Chair of AIHPC Council of Partners

DocuSigned by:

Mary Nash.....

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Ms Mary Nash

Chair of Finance and Human Resources Sub-Committee

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

BALANCE SHEET
AS AT 31 DECEMBER 2020

	Note	€	2020 €	€	2019 €
Current Assets					
Cash at bank and in hand	10	229,272		367,638	
Debtors	11	297,897		5,687	
		<u>527,169</u>		<u>373,325</u>	
Creditors: amounts falling due within one year	12	<u>(74,184)</u>		<u>(38,840)</u>	
Total assets less current liabilities			<u>452,985</u>		<u>334,485</u>
Charity Assets					
Restricted funds	13		6,786		45,105
Unrestricted funds	13		446,199		289,380
Total Funds			<u>452,985</u>		<u>334,485</u>

Approved by the Council of Partners on 25/05/2021.

DocuSigned by:

Fintan Fagan.....

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Mr Fintan Fagan

Chair of AIHPC Council of Partners

DocuSigned by:

Mary Nash.....

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Ms Mary Nash

Chair of Finance and Human Resources Sub-Committee

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020		2019
	€		€
Cash flows from operating activities			
Surplus/(Deficit) for the financial year	118,500	-	37,165
Adjustments for:			
(Increase)/Decrease in debtors	- 292,210		9,313
Decrease/(Increase) in creditors	35,344	-	16,686
Net cash (used in)/provided by operating activities	- 138,366	-	44,538
Change in cash and cash equivalents in the year	- 138,366	-	44,538
Cash and cash equivalents brought forward	367,638		412,176
Cash and cash equivalents carried forward	<u>229,272</u>		<u>367,638</u>

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

NOTE TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102). The date of transition to the Charities SORP FRS 102 was 1 January 2014. The Institute constitutes a public benefit entity as defined by FRS 102.

The following principal accounting policies have been applied:

1.2 Going concern

The financial statements are prepared on a going concern basis.

During 2020 the Institute's Council of Partners commenced a review of AllHPC's governance structures with a view to establishing AllHPC as Company Limited by Guarantee and an independent charity. The Council expect this review and process to be completed in mid 2022.

1.3 Grant Income

Grants are accounted under the accruals model as permitted by FRS 102. Grants relating to expenditure on tangible fixed assets are credited to profit or loss at the same rate as the depreciation on the assets to which the grant relates. The deferred element of grants is included in creditors as deferred income.

Grants of a revenue nature are recognised in the Income and Expenditure Account in the same period as the related expenditure.

1.4 Income

Income is recognised in the period in which the Institute has entitlement to the income, the amount of income can be measured reliably and it is probable that the income will be received.

Donations are recognised when the Institute has confirmation of both the amount and settlement date. In the event of donations pledged but not received, the amount is accrued for where the receipt is considered probable. In the event that a donation is subject to conditions that require a level of performance before the Institute is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the Institute and it is probable that those conditions will be fulfilled in the reporting period.

Restricted income

Restricted income are income assigned to a specific project and therefore must be used to fund that project exclusively.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Institute; this is normally upon notification of the interest paid or payable by the bank.

In accordance with the Charities SORP FRS 102 volunteer time is not recognised. Other income is measured at fair value and accounted for on an accruals basis.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the group or Institute to make a payment to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. Expenditure comprises direct costs and support costs. All expenses, including support costs, are allocated or apportioned to the applicable expenditure headings. All expenditure is stated inclusive of irrecoverable VAT.

Restricted expenditure

Restricted costs are cost which have a respective income and its use is exclusively to that project.

1.6 Cash at Bank and in hand

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

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

NOTE TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies (continued)

1.7 Debtors

Trade and other debtors are recognised at the settlement amount less any provision for nonrecoverable debtors. Prepayments are valued at the amount repaid.

1.8 Creditors

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

1.9 Financial instruments

The Institute 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.

1.10 Taxation

The Institute is exempt from taxation due to its charitable status in Ireland.

1.11 Funding accounting

Restricted funds are monies raised for, and their use restricted to, a specific purpose, or donations subject to donor imposed conditions.

Designated funds are monies set aside of unrestricted general funds and designated for specific purposes by the Management team.

General funds are unrestricted funds which are available for use at the discretion of the Trustee in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

1.12 Impairment of assets, other than financial instruments

Where there is objective evidence that recoverable amounts of an asset is less than its carrying value the carrying amount of the asset is reduced to its recoverable amount resulting in an impairment loss. Impairment losses are recognised immediately in the income and expenditure account, with the exception of losses on previously revalued tangible fixed assets, which are recognised in other comprehensive income to the extent of any previously recognised revaluation increase accumulated in equity, in respect of that asset.

Where the circumstances causing an impairment of an asset no longer apply, then the impairment is reversed through the income and expenditure account, except for impairments on previously revalued tangible assets, which are treated as revaluation increases to the extent that the revaluation was recognised in equity.

1.13 Provisions for Liabilities

Provisions are made where an event has taken place that gives the Company a legal or constructive obligation that probably requires settlement by a transfer of economic benefit, and a reliable estimate can be made of the amount of the obligation.

Provisions are charged as an expense to the Profit and Loss Account in the year that the Company becomes aware of the obligation, and are measured at the best estimate at the Balance Sheet date of the expenditure required to settle the obligation, taking into account relevant risks and uncertainties.

When payments are eventually made, they are charged to the provision carried in the Balance Sheet.

2 Critical accounting estimates and areas of judgement

The Directors consider the accounting estimates and assumptions below to be its critical accounting estimates and judgements:

Going Concern

The Institute's Council of Partners have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The Institute's Council of Partners are of the opinion that the Institute will have sufficient resources to meet its liabilities as they fall due. The most significant areas of judgement that affect items in the accounts are detailed above. The Institute's Council of Partners have made this assessment in respect to a period of one year from the date of approval of these accounts. The trustees are of the opinion that the Institute will have sufficient resources to meet its liabilities as they fall due. The most significant areas of judgement that affect items in the accounts are detailed above.

Recognition of Deferred Income

The Directors recognise deferred income as a liability, such as grants that have been received in the current year but relate to the next financial reporting period. When such income is earned in the appropriate financial period, the Directors recognise the related income item and the deferred income is released in the appropriate financial year.

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

NOTE TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

3 Income from Charitable Activities

	Unrestricted funds 2020 €	Restricted funds 2020 €	Total funds 2020 €	Total funds 2019 €
Consortium Funders	390,000	-	390,000	383,568
Health Research Board	-	39,705	39,705	70,000
Health Service Executive	104,962	116,000	220,962	100,000
HSC PHA & NI Board	-	63,242	63,242	100,849
Standalone Projects	11,488	42,083	53,532	45,262
Irish Cancer Society	3,500	-	3,500	3,500
Total Income	<u>509,910</u>	<u>261,031</u>	<u>770,941</u>	<u>703,178</u>

In 2019, of the total income from charitable activities, €585,951 related to unrestricted funds and €117,227 was to restricted funds.

4 Other income

	Unrestricted funds 2020 €	Restricted funds 2020 €	Total funds 2020 €	Total funds 2019 €
Bank interest	44	-	44	92
	<u>44</u>	<u>-</u>	<u>44</u>	<u>92</u>

In 2019 the total of other income related to unrestricted funds.

5 Analysis of resources expended by expenditure type

	Unrestricted €	Restricted €	2020 €	2019 €
Operational Costs - Note 6	344,043	271,290	615,333	609,910
Project costs - Note 7	9,093	28,059	37,152	130,525
	<u>353,136</u>	<u>299,349</u>	<u>652,485</u>	<u>740,435</u>

In 2019, of the total costs, €516,336 related to unrestricted costs and €224,099 related to restricted costs.

6 Operational costs

	Unrestricted €	Restricted €	2020 €	2019 €
Wages and salaries	208,826	242,602	451,428	457,686
Staff pension costs	32,677	3,362	36,039	28,720
Staff development & recruitment	537	600	1,137	4,432
Host Services	17,501	2,499	20,000	25,000
Office Expenses	11,019	-	11,019	18,530
Travel & Subsistence	6,502	-	6,502	24,094
Consultancy	18,600	22,228	40,828	-
Professional Fees	28,912	-	28,912	20,102
Bank charges	361	-	361	381
Computer Expenses	19,107	-	19,107	29,884
Communication Costs	-	-	-	1,710
Gain on foreign exchange	-	-	-	(628)
	<u>344,043</u>	<u>271,290</u>	<u>615,333</u>	<u>609,910</u>

In 2019, of total costs, €455,745 related to unrestricted costs and €154,165 related to restricted costs.

7 Project costs

	Unrestricted €	Restricted €	2020 €	2019 €
Education and Outreach	2,524	-	2,524	42,874
Research	6,569	28,059	34,628	87,651
	<u>9,093</u>	<u>28,059</u>	<u>37,152</u>	<u>130,525</u>

In 2019, of the total costs, €60,591 related to unrestricted costs and €69,934 was to restricted costs.

ALL IRELAND INSTITUTE OF HOSPICE & PALLIATIVE CARE

NOTE TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

8 Trustee remuneration

During the year, no Trustees received any remuneration (2019 - €NIL).
During the year, no Trustees received any benefits in kind (2019 - €NIL).
During the year, no Trustees received any reimbursement of expenses (2019 - €NIL).

9 Staff costs

The average monthly number of employees was: 8 (2019: 8) and the average monthly number of employees during the year expressed as full time equivalents was as follows (including casual and part-time staff).

	2020	2019
	No.	No.
Average monthly staff	<u>8</u>	<u>8</u>
<i>The Institute's payroll costs are as follows</i>		
	2020	2019
	€	€
Wages and salaries	451,428	457,686
Staff pension costs	<u>36,039</u>	<u>28,720</u>
	<u>487,467</u>	<u>486,406</u>

One staff member has received remuneration in the band between €90,000 and €100,000.
One staff member has received remuneration in the band between €70,000 and €80,000.
One staff member has received remuneration in the band between €60,000 and €70,000.

Key management remuneration amounted to €97,128 (2019-€95,892).

10 Cash and bank

	2020	2019
	€	€
Bank current account	87,692	166,101
Bank deposit account	<u>141,580</u>	<u>201,537</u>
	<u>229,272</u>	<u>367,638</u>

11 Debtors

	2020	2019
	€	€
Grant income receivable	<u>297,897</u>	<u>5,687</u>
	<u>297,897</u>	<u>5,687</u>

12 Creditors:

Amounts falling due within one year

	2020	2019
	€	€
Deferred Income	50,455	17,500
Accruals	10,604	9,195
PAYE/PRSI	<u>13,125</u>	<u>12,145</u>
	<u>74,184</u>	<u>38,840</u>

13 Statement of funds

	Brought Forward	Incoming resources	Resources Expended	Carried Forward
	€	€	€	€
Restricted funds	45,105	261,031	(299,349)	6,786
Unrestricted funds	<u>289,380</u>	<u>509,954</u>	<u>(353,136)</u>	<u>446,199</u>
Total of funds	<u>334,485</u>	<u>770,985</u>	<u>(652,485)</u>	<u>452,985</u>

14 Contingent Liability

The Council of Partners have estimated that a contingent liability of €125,000 exist in respect of potential future redundancy costs.

15 Related party transactions

There were no related party disclosures during the current or preceding year.

16 Post balance sheet events

There has been no significant events affecting the Institute since the year end.

17 Approval of financial statements

The financial statements were approved on 25/05/2021.