

**The Religious
Sisters of
Charity
Charitable
Trust**

Annual Report and Accounts

31 December 2019

Charity Registration Numbers
231323 (England and Wales) and
SC039185 (Scotland)

Reference and administrative details about the charity, its trustees and its advisers

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Reference and administrative details about the charity, its trustees and its advisers

Trustees	Sister Mary Byrne Sister Patricia Lenihan Sister Rita Dawson MBE Sister Frances Rankin Sister Pauline Smith
Provincial Superior	Sister Rita Dawson MBE
Provincial Bursar	Sister Geraldine O'Connor (until October 2019) Sister Jackie Doherty (from November 2019)
Administrative address	St Joseph's Convent 36 Mare Street Hackney London E8 4AD
Telephone	020 8510 3675
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Charity registration number (England and Wales)	231323
Charity registration number (Scotland)	SC039185
Auditor	Buzzacott LLP 130 Wood Street London EC2V 6DL
Principal bankers	HSBC Bank plc Fenton House 85-89 New London Road Chelmsford Essex CM2 0PP
Investment managers	BlackRock Investment Management Limited 33 King William Street London EC4R 9AS
Solicitors	Stone King LLP 13 Queen Square Bath BA1 2HJ

Trustees' report Year to 31 December 2019

The trustees present their report together with the accounts of The Religious Sisters of Charity Charitable Trust (the "charity") for the year ended 31 December 2019.

The accounts have been prepared in accordance with the accounting policies set out on pages 29 to 35 of the attached accounts and comply with the charity's trust deed, the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005, regulations applicable to those two Acts and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

Introduction

The Religious Sisters of Charity (the "Congregation") is a Roman Catholic religious congregation, founded by Venerable Mary Aikenhead in Ireland in 1815 where its Generalate is still located. With her Sisters she visited and ministered to the poor in their homes, she visited prisons, started schools and eventually realised her dream: a hospital for the poor where they could be treated with dignity and compassion. Today we carry on this work where possible. The Congregation is governed by its own constitution.



The accounts accompanying this report deal only with the affairs of the charitable trust on which the Congregation has invested all Provincial and Community property used for its purpose in England and Scotland. The charity is governed by a Trust Deed dated 17 December 1962 and is registered with the Charity Commission in England and Wales (Charity Registration Number 231323) and with the Office of the Scottish Charities Regulator in Scotland (Charity Registration Number SC039185).

Mission



The English/Scottish Province of the Congregation of the Religious Sisters of Charity aims to support the religious and other charitable works in the service of the poor, carried out by the members of the Congregation, and to care for those members throughout their lives with the Congregation.

When setting the objectives and planning the work of the charity for the year, and when encouraging the work of the individual sisters, the trustees have given careful consideration to the Charity Commission's guidance on public benefit.

These ministries of the sisters of the Congregation, all of which benefit numerous members of the general public, can be defined under the following areas:

Mission (continued)

Worship and prayer

Our prayer life is a very important aspect of our daily living. Our sisters devote time each day to both private and community prayer and with the wider community in the parishes where they live in celebration of the Eucharist. A period of six to eight days is set aside each year for individual retreat. Sisters also celebrate and pray with the wider community in gatherings of people of all faiths and none. This is done through spiritual direction, retreat work and prayer groups, or just being available to listen and guide people with their daily problems and concerns.

Health care

Our mission is to bring the healing ministry of Christ to all who seek our care.

Our concern for others, especially those in need, permeates every aspect of our health service. We are dedicated to providing the best possible health care by drawing on the talents and creativity of our people and by forming relationships with others who share our Vision and Core values.

Our Vision is to strengthen and promote the healing mission of Christ through the provision of Catholic health care within our society. Drawing on the commitment and talents of our people, we will continue to form relevant and strategic relationships so that our health service continues to grow and provide quality care always with a special focus on caring for the poor, the disadvantaged and the marginalised.

Our core values urge us to strive to respect the uniqueness of each person created in the image and likeness of God; to accept people as they are, act with integrity, respecting the rights of all; to excel in all aspects of our healing ministry and create community characterised by harmony and collaboration.

Social and pastoral care

Many of our sisters work in various forms of social and pastoral work in both England and Scotland, including care of the housebound and people with special needs, family support, chaplaincy in hospitals, prisons and educational establishments. A number of Sisters are involved in Social/Pastoral Ministries which are expressed through Parish Ministry covering all aspects of Church life. These Sisters are a listening ear for those living alone, a sympathetic presence for the sick, fearful, bereaved and the lonely. Our aim is to reach out to the poor and marginalised in the areas where we live, regardless of their beliefs, gender or personal circumstances.

Education

Our involvement in formal teaching in schools is minimal, but some of our sisters are involved in supporting formal education by voluntary teaching in poor areas and as learning support assistants. In our Hospices staff development is of paramount importance, and our sisters are involved with education in team building, leadership/management training, communication skills, presentation skills and time management. Training is centred on our Mission Statement and Core Values.

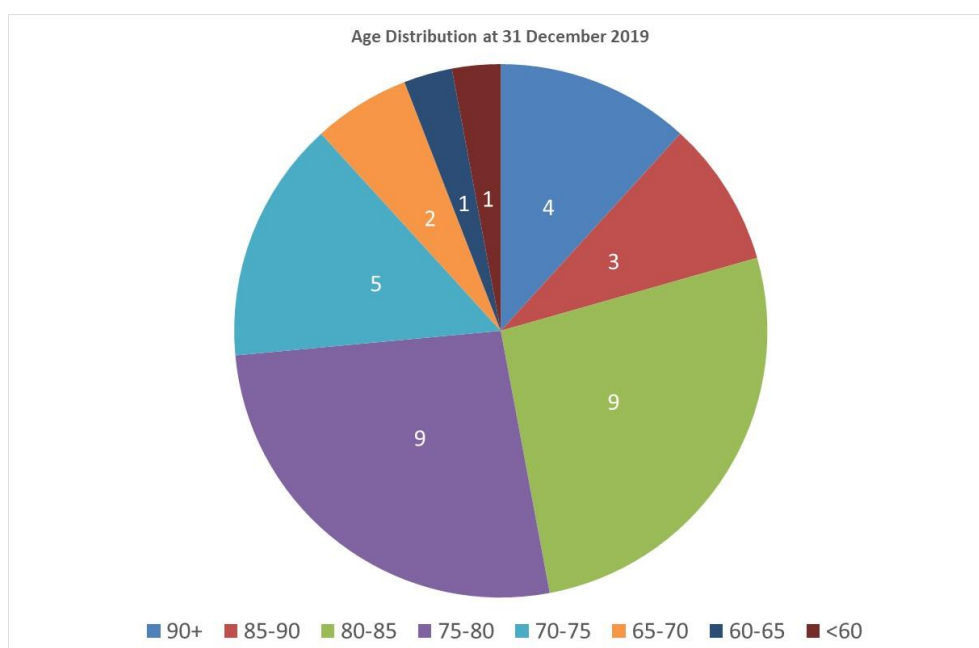
Activities, specific objectives and relevant policies

Activities and specific objectives

As stated above under "Mission", the activities of the charity are to care for members of the Congregation and to enable them to carry out their ministries which fall within five principal areas: caring for members of the Congregation, worship and prayer, health care, social and pastoral care, and education. Each of these is considered in turn below.

Caring for members of the Congregation

As is the case with many religious congregations in England today, the age profile of the members of our Congregation in this Province is increasing as existing members grow older and the number of new vocations becomes minimal. We now have 34 sisters in the Province. The average age of the sisters in this Province at present is 79 years.



The Congregation has an obligation, both moral and legal, to provide for its members, none of whom have resources of their own and all of whom have devoted a significant part of their lives to working either on a voluntary basis or in a paid capacity, for the poor and marginalised in society. As the age profile increases so too does the need to provide increasing and increasingly expensive care to the sisters. We have seven members receiving care in our communities in London and Scotland. The trustees expect this number to increase over the next decade. In line with this, the trustees are giving careful consideration to the impact of this on individual members of the Province, the property requirements and the financial implications for the Congregation.

Therefore, the aims of the trustees for the forthcoming year include:

Activities, specific objectives and relevant policies (continued)

Activities and specific objectives (continued)

Caring for members of the Congregation (continued)

- ◆ To ensure all members of the Province receive the high level of care they require to provide them with the quality of life they should rightly expect. Ensure that all sisters needing care or help with daily tasks receive the help they need, thus avoiding any accidents caused by people risking activities which they are no longer capable of doing.
- ◆ To keep the elderly members active and stimulated and encourage them to do some form of activity where appropriate.
- ◆ To review the charity's properties used as community houses and continue to review on a regular basis the needs of our frail elderly sisters. Taking care to provide adequate lighting throughout the buildings where there are elderly people residing, and making sure that they are aware of the fire safety and fire drill should there be a fire in the building.
- ◆ To enable all members of the Province to continue with their individual ministries for as long as possible. Ensure that sisters who use cars for their ministry are safe to do so, as they get older.
- ◆ To ensure Advance Care Plans are accurate and up to date to set out clearly the wishes of Sisters should it ever become difficult for them to make decisions or if there was an emergency. This philosophy of 'hoping for the best but preparing for the worst' enables a more proactive approach and ensures that it is more likely that the right thing happens at the right time.

Worship and prayer



We, as a Congregation, are committed to spreading the gospel through our shared worship with the local communities wherever we live, assisting them through prayer, study of the scriptures, public worship, music and the sacraments. The Sisters are involved in a number of activities including:

Providing religious instruction and spiritual direction on a one-to-one basis;

Praying with the housebound, patients in nursing homes and the dying; and

Organising and hosting prayer groups, giving members of the public from all walks of life the opportunity to take time to reflect and contemplate, and to avail of time to study and share in the Gospel stories.

Health care

Our healthcare facilities in England and Scotland have been set up as separate charitable companies, but we have three to four members serving as trustees on each of the three hospice Boards.

Activities, specific objectives and relevant policies (continued)

Activities and specific objectives (continued)

Social and pastoral work

The following are examples of the social and pastoral work undertaken by individual sisters:

- ♦ Working in parishes, visiting, helping in catechetical programmes and helping parishioners develop their spiritual lives;
- ♦ Administrative and secretarial support to Church organisations;
- ♦ Community social work with the homeless;
- ♦ Pastoral care/chaplaincy in hospitals, hospices, nursing homes and prisons;
- ♦ Advocacy and support for asylum seekers and refugees;
- ♦ Various justice and peace initiatives;
- ♦ Spiritual direction, retreat work and leading prayer groups;
- ♦ Bereavement counselling/bereavement support groups; and
- ♦ Challenging human trafficking through working with organisations such as TRAC and PACE.

The aims of the trustees in this area include:

- ♦ Having assessed the needs of the community in the local areas, to enable all members of the Province to carry out meaningful social and pastoral work;
- ♦ To encourage and motivate members to work with and assist the poor and marginalised; and
- ♦ Wherever possible, to ensure sisters are remunerated for such work by way of salary or stipend. Such income is donated to the charity and enables the sisters to continue to contribute and develop for the future.

Education

The following are some of the areas where our sisters work in the field of education:

- ♦ Providing courses on communication skills, team building, management skills, presentation skills and time management;
- ♦ Organising and running the Mission Effectiveness Programme in healthcare establishments and giving input on the Mission and Core Values;
- ♦ Providing catechesis in the parishes, where children attend non-catholic schools.

Activities, specific objectives and relevant policies (continued)

Activities and specific objectives (continued)

Education (continued)

The aims of the trustees in this area include:

- ◆ As we work with vulnerable adults and children, the trustees recognise the absolute necessity of ensuring the protection and safety of all those that the charity serves. This means that any sister engaged in a ministry as a volunteer or working for the charity with children or vulnerable adults must have clearance from the Disclosure and Barring Service;
- ◆ Enabling members to be involved in formal education by voluntary teaching in poor areas where there is a shortage of teachers and lack of funds; and
- ◆ Enabling members to continue to be involved, where possible, in the religious education of the children who do not attend Catholic schools, in the parishes where we live and work.

Volunteers

Throughout the year 26 sisters worked in a voluntary capacity, assisting the poor and marginalised and those in need. The majority of sisters receive no financial contribution for this work which contributes to the overall achievement of the charity's objectives. In addition, the sisters are involved in the administration work of the Province and charity, without which the charity would not be able to function as effectively or fully as it does. It is impossible to measure the amount of time sisters actually spend in voluntary work in these areas. A few Sisters work in more than one area, giving their services where necessary.

Care Of Earth/Anti Human Trafficking

Activity	Numbers Reached
Workshops	20
Training Of Leaders	87
Projects	360
Support Of Individuals	38
Awareness Raising	1,100
Other	400
Total	2,005

Social/Pastoral

Activity	Numbers Reached
Spiritual Direction	80
Asylum Seekers/Refugees	2,175
Visitation Of Elderly	4,484
Prison Visits	620
Home Visitation	2,470
Religious Ed/Catechism Classes	6,924
Addictions	285
Women's Groups	286
Volunteer Groups	1,228
Total	18,552

Activities, specific objectives and relevant policies (continued)

Activities and specific objectives (continued)

Volunteers (continued)

Education

Activity	Numbers Reached
Primary	1,040
Secondary	300
Total	1,340

Health Care - Hospice

Activity	Numbers Reached
Palliative Care	8,566
Chronically Ill – Aged Care	289
Home Care	3,911
Day Hospice	2,134
Outpatients	394
Other – Complementary Therapy, Counselling	2,516
Total	17,810

Review of activities

Worship and prayer

Our sisters are involved in various areas of catechesis in parishes, through Sacramental programmes such as RCIA, prayer groups and one-to-one meetings with people in the local parishes. Sisters are also asked to lead Eucharistic Services in their local parish church in the absence of clergy.

Our inclusion in parish liturgies, whether involvement in preparation or participation and our roles as Eucharistic Ministers give witness to our commitment to spreading the gospel.

Sisters involved in parish work give a large part of their time to visiting the frail elderly in their homes and bringing them Communion. This can prove to be the only human contact in the week for some individuals.

Bereavement counselling is another area close to the hearts of our parish sisters and many need this over an extended period of time.

Those sisters involved in prison ministry offer spiritual direction/counselling to prisoners and give them the opportunity to share their faith values in the context of prayer and discussion.

Our sisters are also committed to working with Youth, especially in the more deprived areas. They offer these young people a more relevant view of the church to their age, with emphasis on justice and peace and the dignity of each one.

Activities, specific objectives and relevant policies (continued)

Review of activities (continued)

Care of members of the Congregation



A number of our elderly sisters who have devoted their lives to caring for others, working either in the education, health care or pastoral/social work field, are now restricted to carrying on our most important ministry, which is that of prayer.

However, they themselves now need quite an amount of care and assistance. Seven sisters now need nursing care, and some others need help with daily chores.

With a small team of Care Assistants, Sister Helena and laterally Sister Jackie provide admirably for the daily physical, spiritual and social needs, keeping the more fit sisters as active as possible. They have various therapies and activities, such as aromatherapy, reflexology, music and movement, painting, bingo and other board games. Weather permitting, they avail of the lovely grounds surrounding the convent where they can relax and enjoy the sunshine. We also have a few members being cared for in our convents at Clydebank and Airdrie (Scotland) and one Sister is being cared for in the Hospice in Airdrie.

Hospital chaplaincy

This ministry involves the provision of spiritual, pastoral and religious care to patients, relatives and staff across the hospice and hospitals where our sisters visit. The chaplain is available to see people of any denomination of faith and those with none. Many people, including staff, believe that a patient will only want to see a chaplain if they are very religious or are dying, whereas the truth is that anyone in hospital is vulnerable and afraid, and may benefit from some spiritual support. Five sisters are involved in this ministry, and while one sister receives a salary, the other sisters work as volunteers.

Social and pastoral work

Throughout the year 26 of our sisters carried out various forms of social and pastoral work, many of them in a voluntary capacity. Parish work in most areas involves networking with community groups, working with families, participating in prayer groups, working for justice and peace with organisations such as CAFOD, working with people who wish to be baptised, acting as ministers of the Eucharist, visiting the housebound, helping with preparation for the sacraments and assisting in the general work of the parish.

Activities, specific objectives and relevant policies (continued)

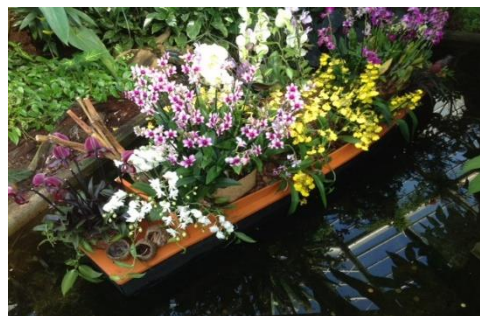
Review of activities (continued)

Education

We are no longer involved in formal education. However, a few of our members do some voluntary work in the local schools.

Some sisters are involved in providing the following-

- ◆ Instructing new members on the RCIA team;
- ◆ Taking an active part in the catechesis programme in the parish;
- ◆ Leading scripture groups; and
- ◆ Organising and leading prayer groups during Lent and Advent.



Covid-19

Since the end of our financial year, the Covid 19 pandemic has changed the shape and nature of our world. It has impacted not only the basic nature of our social interactions but has also had a significant economic impact at every level in ways which have been outside of our control.

As most of the members of the Community are aged over 70, we have had to adhere to the stringent government advice issued on 23 March which meant most of our Sisters were shielding. This has meant that our normal apostolic activities have had to find new shape or cease altogether.

Along with many other charities we cannot at this stage imagine what the new needs will be and what position we ourselves will be in to respond to those needs. We continue to follow the advice of the UK and Scottish Governments.

The charity's income will no doubt be affected because of the volatility of world investment markets in response to Covid-19 and because of the uncertainties caused by the recession following the pandemic. In terms of our expenditure, we can foresee a rise in our daily cost of living expenses due to a rise in cost of living during the crisis and the difficulties in obtaining food locally at a good price. We will continue to keep both income and expenditure under review.

Whilst there will undoubtedly be challenges ahead, we do not expect material concerns to arise over the charity's financial position.

Activities, specific objectives and relevant policies (continued)

Investment policy

The charity's investments are managed by BlackRock Investment Management Limited. There are no restrictions on the charity's power to invest.

The investment strategy is set out by the trustees and takes into account income requirements, the risk profile and the investment managers' view of the market prospects in the medium term. The overall investment policy is to maximise total returns through a diversified portfolio, aiming to provide the level of income advised by the trustees and, at the same time, with a view to ensuring that capital appreciation of the fund exceeds inflation over any five year period.

The charity's policy carries the following ethical restrictions:

1. Investment in any activity which is in conflict with the 'sanctity of life', as identified through the use of the Ethical Investment Research Services;
2. Any tobacco companies;
3. Any company with over 10% of turnover from military sales;
4. Any company producing pornography.

At our Chapter in 2019, we also agreed we would divest from fossil fuels.

Investment performance

At 31 December 2019, the charity had listed investments with a market value of £14,575,717 (2018 - £12,871,903). There are no restrictions on the charity's power to invest.

The investment strategy is approved by the trustees and takes into account income requirements, the risk profile and the investment managers' view of the market prospects in the medium term. The overall investment policy is to maximise total return through a diversified portfolio, aiming to provide the level of income advised by the trustees and, at the same time, with a view to ensuring that capital appreciation of the fund exceeds inflation over any five year period.

Representatives of the trustees meet with the investment managers regularly to review the performance of the portfolio and the investment strategy.

Since the year end the Charity has experienced volatility in the value of its investment portfolio as investment markets have reacted to the Covid-19 pandemic.

At 11 November 2020, the charity's investments had a market value of £14,507,621 representing a 0.47% drop in value since the year end.

Trustees' report Year to 31 December 2019

Financial report for the year

A summary of the year's results can be found on page 26 of this annual report and accounts.

In the year to 31 December 2019, total income amounted to £812,112 (2018 - £945,197) with expenditure being £1,857,507 (2018 - £2,048,848).

The charity's income for the year ended 31 December 2019 comprises investment income, donations including sisters' salaries and pensions, and income from the sale of tangible fixed assets. Expenditure comprises donations and the costs of supporting members of the Congregation and their ministry.

Net expenditure before investment gains and losses for the year amounted to £1,045,395 (2018 - net expenditure of £1,103,651). Investment gains were £1,703,814 (2018 - losses of £783,601) and the net income and increase in funds for the year, therefore, amounted to £658,419 (2018 - net expenditure and decrease in funds of £1,887,252).

The beneficiaries of our charitable works can be assured that all the income of the charity must be applied for charitable purposes in furtherance of the charity's object of furthering the Roman Catholic faith. The charity benefits from tax exemption on income from its activities and on its investment income and gains provided these are applied for its charitable aims. As a charity, it is also entitled to a reduction of 80% on business rates on the property it occupies for its charitable purposes.

The financial benefits we receive resulting from these exemptions are used for the purpose of furthering the Roman Catholic faith by enabling the sisters to live out our faith and to put that faith into practice through a wide variety of religious and other charitable works, including the management of the Congregation's hospices.

Because of the nature of the charity's activities we are unable to reclaim much of the VAT input tax on our costs as income is exempt for VAT purposes. The charity also pays tax as an employer through the national insurance contributions it makes.

The charity brings very substantial benefits to local communities and society in general through the social and pastoral work provided by the sisters mainly on a voluntary basis.

The charity also creates social assets without cost to the Exchequer through the Sisters' links with older people within the community and through the significant amount of voluntary work carried out by the sisters.

Reserves policy and financial position

Reserves policy

The trustees have examined the requirement for free reserves i.e. those unrestricted funds not invested in tangible fixed assets, designated for specific purposes or otherwise committed.

Reserves policy and financial position (continued)

Reserves policy (continued)

The trustees consider that, given the nature of the charity's work and its future commitments, the level of free reserves should remain relatively high at between 12 and 24 months' recurring expenditure on general funds. The trustees reached this conclusion after assessing their recurring commitment to: the care of members of the Congregation - many of whom as they grow older will require increased and increasingly expensive healthcare; the need to maintain the charity's freehold properties - many of which are relatively old - in a high level of maintenance and order; and to healthcare services generally. In addition, the trustees feel it prudent to have sufficient reserves at any point in time to be able to respond to unforeseen emergencies.

The trustees are of the opinion that this level of reserves provides sufficient flexibility to cover shortfalls in incoming resources, adequate working capital to cover core costs, and will allow the charity to meet its commitments to its work in healthcare and to members of the Congregation and will enable the charity to cope and respond to unforeseen emergencies.

In particular, at the current time, the reserves need to be sufficient to enable the charity to operate in the exceptional circumstances created by the Covid-19 pandemic.

Financial position

The balance sheet shows total reserves of £22.8 million (2018 - £22 million).

£7.5 million (2018 - £8 million) is represented by tangible fixed assets used by the sisters. A decision was made to separate this fund from the general funds in recognition of the fact that the tangible fixed assets are used in the day to day work of the charity and the fund cannot therefore be easily realised if needed to meet future contingencies. In addition, £390,000 is represented by a property used for purposes consistent with the charity's objectives but by another organisation. This is shown on the balance sheet as the programme related investment fund.

Actuarial calculations performed during the period indicate that £10.2 million (2018 - £10.2 million) is required to fund the long term care of the members of the Congregation living in England and Wales. Given the increasing age profile of the sisters and the lack of new vocations, this sum will provide modest resources to look after the sisters, many of whom will need increasing support and increasingly expensive residential and nursing care. In 2005, the Congregation's Generalate donated £3.7 million specifically for this purpose. This money has been utilised in part but the balance is held within a restricted "long term care fund" which had a market value of £3.9 million (2018 - £3.4 million) at the year end.

£0.25 million (2018 - £0.25 million) has been set aside for the refurbishment and furnishing of accommodation for elderly members of the Congregation.

Reserves policy and financial position (continued)

Financial position (continued)

Funds which are available to support the work of the sisters in the future are those shown on the balance sheet as general funds or 'free reserves' of £3,945,834 (2018 - £3,218,403). At 31 December 2019, the charity's free reserves exceeded those needed to conform to the above policy. The trustees are content with this position at the present time. It has arisen principally as a result of the considerable investment gains that have been generated in the past few years. The trustees are conscious of the general economic and political uncertainties that exist globally (and specifically in the UK as it moves towards Brexit) and of the impact these uncertainties may have on world stock markets and the economy more generally.

In particular, the level of reserves is deemed sufficient when considered in the light of the uncertainties arising due to the Covid-19 pandemic.

Future plans

The trustees are not anticipating any significant change to the charity or its activities over the next two to five years. Their aim is to continue to meet the following objectives:

- ◆ To continue to care for the sisters, enable them to carry out their pastoral work and ministry. The emphasis will continue to be on the poor and marginalised, with particular care for the elderly, and aim to reach out to as many people as possible.
- ◆ To continue our focus on prayer and worship as the centre of the lives of our sisters, and to the overall mission of the charity.
- ◆ To monitor the needs of the more senior members as their needs increase and they become more dependent on others for their basic care, adapt the charity's plans in respect of property needs and provide the necessary care.
- ◆ In accordance with our 4th vow (Service of the Poor), to continue to care for the poor and marginalised, with particular care of the elderly and housebound. To reach out to those people who we consider to be most in need.
- ◆ Continue to work with other charities and organisations who have a similar mission which is to serve the needy.
- ◆ Paying due heed to the impact of the Covid-19 pandemic and its consequences, both socially and economically, we will continue to work towards the good stewardship of the monies we are receiving both for the present and the future.

Governance, structure and management

Governance

In terms of Canon law, the Congregation is governed at an international level by the Superior General and her General Leadership Team at our Generalate in Dublin, Ireland. They are elected every six years at a General Chapter, by delegates from each of the Provinces and Regions. The English/Scottish Province is governed by the Provincial and her Council. The Provincial and her Council are appointed by the General Leadership Team, after consultation with the members of the English/Scottish Province. Members of the Provincial Council are chosen for their personal qualities, their understanding and experience of the ministries of the sisters throughout the Province, and to secure a good skills mix among them. Each community in the Province has a local leader, who is appointed by the Provincial. The Provincial is required to visit each community at least once a year. The Superior General or one of her team will visit the communities at least once every six years.

In terms of Civil law the charity is governed by a trust deed dated 17 December 1962 and is a registered charity – Charity Registration No 231323 (England and Wales) and Charity Registration No SC039185 (Scotland). The trustees of the Province are the Provincial and four members of the Provincial Council. Being members of the Congregation, the trustees' living and personal expenses are paid by the charity, but they do not receive any remuneration for their services as trustees. As all trustees are members of the Congregation they have a detailed knowledge of the works of the charity and its structure. On being appointed, the new trustees spend one full day with the Superior General. They also meet with the Congregation's legal, accounting, investment and property advisers during the course of a day to obtain a full briefing of their responsibilities and the charity's position.

The names of the trustees who served during the year are set out as part of the reference and administrative details on page 1 of this annual report and accounts and brief biographical details on each of the current trustees are given below.

Sister Rita Dawson MBE - Provincial



Sister Rita, RSC MBE, DL PGD/Palliative Care BSc (Hons) MSc RGN RSCN, was appointed as Provincial Leader for the English/Scottish Province of the Congregation in September 2014. She is the Chief Executive of St Margaret of Scotland Hospice, Clydebank, with responsibility for the day-to-day administration, organisation and management of the Hospice. Sister Rita has been in charge of the Hospice for a number of years and during this time much building and refurbishing has taken place so that the Congregation now has a very up to date facility available to those in need.

Governance, structure and management (continued)

Governance (continued)

Sister Mary Byrne



Sister Mary joined the Sisters of Charity in 1971. In the course of the years that she has been in the Congregation she has had many different jobs. She came to England and studied at Digby Stuart College and on leaving there taught for several years in Witney and Carterton in Oxfordshire and Bristol Primary schools. Later she received an MA in Peace Studies from Bradford University. For more than a decade she has worked with women in prostitution and in prison ministry. She worked at the RC chaplain at HMP Hewell until September 2013, and then moved to Airdrie, Lanarkshire where she was leader of the local community. Sister Mary moved to Leeds in 2016 to work as a prison Chaplain in the local prison for two years and subsequent was missioned to the Hackney Community.

Sister Patricia Lenihan



Sister Patricia Lenihan is the Congregational Leader of the Religious Sister of Charity. She is originally from London, England but now living in Dublin, Ireland. She has a BA in Theology for Ministry from the University of London; an MA in Learning Disability Studies from Salford University, and a post-graduate Diploma in Web Design and Development from the University of London. In 2007 she was elected to serve on the General Leadership Team of the Congregation and was appointed Congregational Leader in July 2019.

Sister Frances Rankin



Born in Dublin, Sister Frances entered the Religious Sisters of Charity in 1958. Following her profession she worked in housekeeping and parish ministry. In 1970 she trained as a Residential Child Care Worker and spent many years in this role. Frances then spent eleven years in St Joseph's Hospice Hackney, as assistant local leader. She now lives in Clydebank and assists in the general management of the Hospice.

Sister Pauline Smith



Sister Pauline joined the Religious Sisters of Charity in February 1961. Having come from Cheshire to Dublin, this was a cross cultural experience and has continued during the past 50 years. Her journey has taken her to Bristol, Birmingham, Liverpool Rock Ferry, Clydebank in Scotland, Macclesfield and Birkenhead where she lives in a community of three sisters and is working in Pastoral Ministry. In Birkenhead, as a Pastoral Assistant, she is part of a parish team in a very vulnerable area of profound need, welcoming all people into the faith community. This involves work with young families, helping individuals with severe illness and disabilities, assisting in Sacramental preparation of children and parents in the primary school, counselling of the bereaved and vulnerable, helping with parish groups and cooperating with other organisations in the wider community.

Governance, structure and management (continued)

Statement of trustees' responsibilities

The trustees are responsible for preparing the trustees' report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales and in Scotland requires the trustees to prepare accounts for each financial year which give a true picture of the state of affairs of the charity at the end of the year, and of the income and expenditure for that period. In preparing the accounts giving a true and fair view, the trustees are required to:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ Observe the methods and principles in Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102);
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the accounts;
- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, applicable Charity (Accounts and Reports) Regulations in England and Wales, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2005 and the provisions of the charity's trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking responsible steps for the prevention and detection of fraud and other irregularities.

Structure and management reporting

The trustees are ultimately responsible for the policies, activities and assets of the charity. They meet monthly to review developments with regard to the charity, its members and its activities and make any important decisions. When necessary, the trustees seek advice and support from our professional advisors including property consultants, investment managers, accountants and solicitors. The day to day management of the charity's activities, and the implementation of policies, is delegated to the appropriate members of the Congregation.

Governance, structure and management (continued)

Structure and management reporting (continued)

We have 34 Sisters at present in the English/Scottish Province living in eight different areas. Three of these community houses are in London, one in Birmingham and two in Birkenhead. We have communities attached to two Hospices in Scotland, at St Margaret of Scotland Hospice, Clydebank, Dunbartonshire, and St Andrew's Hospice, Airdrie, Lanarkshire. During the year we also had one Sister living in rented accommodation in Leeds while working as prison Chaplain. The communities are located in the poorer areas of the cities and towns, in order to enable the sisters to provide help for the poor and marginalised. In general these areas are socially deprived with people needing pastoral care and support, which is given voluntarily by the sisters. The local leader in each Community is responsible for both the needs and the care of the sisters in her community and she liaises regularly with the Provincial. All local leaders meet together twice a year with the trustees to discuss developments and future plans.

Key management personnel

The trustees consider that they together with the Provincial Bursar comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day to day basis.

All trustees and the Provincial Bursar are members of the Congregation and whilst their living and personal expenses are borne by the charity they receive no remuneration or reimbursement of expenses in connection with their duties as trustees or work as key management.

Working with other organisations

The charity works closely with a number of other charities and public bodies in the field of providing physical, psychological, social, and pastoral care to a variety of people including children, the elderly and the vulnerable. A few of our sisters are employed by these organisations, but in most instances the work is carried out on a voluntary basis. In all cases, working together with other charities and public bodies enhances communication and understanding thus enabling services to these people to be provided more efficiently and avoiding duplication of effort.

Examples of the organisations for which sisters have worked and with which the charity has cooperated during the year are as follows:

- ◆ Roman Catholic Diocese of Westminster, Shrewsbury, Brentwood, Birmingham, Liverpool, Leeds, Motherwell and Glasgow.
- ◆ Monklands Hospital, Airdrie
- ◆ HMP Leeds
- ◆ Emmaus Centre, Acton
- ◆ Wirral Irish Club, Birkenhead

Governance, structure and management (continued)

Working with other organisations (continued)

- ◆ Family Circle Luncheon Club, Birkenhead
- ◆ Jesuit Refugee Services, Wapping, London- St Vincent de Paul, Birkenhead
- ◆ UNANIMA International
- ◆ Medaille Trust, TRAC, Restore

Risk management

The outbreak of the Covid-19 pandemic has clearly presented us with challenges and threats to the well-being of our charity and its activities which could not have been foreseen. The trustees recognise their responsibility for the management of risks faced by the charity, the Congregation in England and Scotland and its individual members.

We note above the financial and operational effects of Covid-19. Over and above these, the areas identified for particular attention within our risk management strategy are:

Governance and management looks at the risk of the Congregation, and hence the charity, suffering from a lack of direction, at the skills and training of its members and staff, and the good use of its resources.

Operational looks at the risks inherent in the charity's activities including the care of the older and frail sisters, the members of the congregation engaging in inappropriate activities, the unsuitability of buildings, poor maintenance, shortcomings in the services provided, difficulties with staff, poor health and safety, lack of a disaster recovery plan, etc.

Financial risks include those arising as a result of poor budgetary control, inappropriate spending, poor accounting, inappropriate investment policies, etc.

Reputational looks at possible damage to the Congregation's, and hence the charity's, reputation.

Regulatory looks at the effects of government policies, the consequences of non-compliance with laws and regulations and poor risk assessment.

Having assessed the major risks to which the charity is exposed, the trustees believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, and by examining the operational and business risks faced by the charity, they have established effective systems to mitigate those risks.

The key risks for the charity, as identified by the trustees, are described below together with the principal ways in which they are mitigated:

Governance, structure and management (continued)

Risk management (continued)

- ◆ An analysis of the age profile of the members of the Congregation shows that the average age in the Province at 31 December 2019 was 79 years. The trustees are aware that there is both a moral and legal obligation to care for the older members. None of the sisters have resources of their own as all earnings, pensions and other income have been donated to the charity under a Gift Aid compliant Deed of Covenant. As the age profile increases, so too does the need to provide care for the sisters. Key elements of the management of this risk are: (a) ensuring that the charity has the available financial resources to finance this care both now and in the years ahead by setting aside assets in a designated fund, the value of which has been based on actuarial principles; and (b) ensuring that processes are in place to review regularly the ministries and needs of individual sisters encouraging those who need it to take on less demanding ministries and for identifying those who need extra care and help.
- ◆ Operationally the charity works with children and vulnerable adults including older people. The trustees recognise the absolute necessity of ensuring the protection and safety of all those that the charity serves. This means that sisters engaged in any ministry in Great Britain and all those who work or volunteer for the charity and work with children or vulnerable adults must obtain clearance from the Disclosure and Barring Service (DBS). The trustees are committed fully to implementing the policies of the Catholic Safeguarding Advisory Service (CSAS). One of the sisters is responsible for ensuring this policy is adhered to in respect to all sisters, employees and volunteers. In addition, the trustees have established a Safeguarding Team of four sisters which meets several times a year to take part in on-going safeguarding training; to update internal policies; and to ensure that sisters, staff and volunteers are kept informed about good practice in work and ministry.
- ◆ The charity donates significant sums in support of the wider Congregation and other organisations. The vast majority of donations sent overseas are to fund projects administered directly by members of the Congregation. Whether or not the funds are used here in Great Britain or overseas, the trustees always ensure that they are fully briefed about and familiar with the work of a potential recipient of funds, that funds are transferred via bank transfer, that proof of receipt is obtained and that, wherever possible (and always in the case of monies sent overseas), a full written report of how the monies have been utilised and applied is obtained from the recipient.
- ◆ The charity's principal asset comprises listed investments, the value of which is dependent on movements in UK and world stock markets. The investments are managed by reputable investment managers who adhere to a policy agreed by the trustees. The trustees meet twice a year with the investment managers and the managers' performance and that of the portfolio are monitored. The investment strategy is assessed regularly to ensure it remains appropriate to the charity's needs – both now and in the future.
- ◆ During the current Covid-19 pandemic, we continue to communicate with our investment managers and, whilst there are concerns over the falls in world stock markets, we acknowledge also that we are long term investors. As such, the charity will be able to wait for markets to recover over time whilst we, as trustees, keep a watching brief.

Trustees' report Year to 31 December 2019

Raising funds

The charity aims to achieve best practice in the way in which it communicates with donors and other supporters. It takes care with both the tone of its communications and the accuracy of its data to minimise the pressures on supporters. It applies best practice to protect supporters' data and never sells data, it never swaps data and ensures that communication preferences can be changed at any time. The charity does not actively engage in fundraising activities and does not employ the services of professional fundraisers. The charity undertakes to react to and investigate any complaints regarding its fundraising activities and to learn from them and improve its service. During the year, the charity received no complaints about its fundraising activities.

To members of the Province, staff and volunteers

The trustees wish to record their thanks for the professionalism and commitment of all their staff, volunteers and the individual sisters in this Province. Their dedication and continued service are very much appreciated.

Signed on behalf of the trustees:

Sister Rita Dawson MBE
Trustee

Approved by the trustees on : 20 November 2020

Independent auditor's report to the trustees of The Religious Sisters of Charity Charitable Trust

Opinion

We have audited the accounts of The Religious Sisters of Charity Charitable Trust (the 'charity') for the year ended 31 December 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows, the principal accounting policies and the notes to the accounts. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the accounts:

- ◆ give a true and fair view of the state of the charity's affairs as at 31 December 2019 and of its income and expenditure for the year then ended;
- ◆ have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- ◆ have been prepared in accordance with the requirements of the Charities Act 2011, the Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

- ◆ the trustees' use of the going concern basis of accounting in the preparation of the accounts is not appropriate; or
- ◆ the trustees have not disclosed in the accounts 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 accounts 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 and Accounts, other than the accounts and our auditor's report thereon. Our opinion on the accounts does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts 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 accounts 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- ◆ the information given in the trustees' report is inconsistent in any material respect with the accounts; or
- ◆ sufficient accounting records have not been kept; or
- ◆ the accounts are not in agreement with the accounting records and returns; or
- ◆ we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the accounts 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 accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, 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.

Auditor's responsibilities for the audit of the accounts

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

A further description of our responsibilities for the audit of the accounts 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 trustees, as a body, in accordance with section 144 of the Charities Act 2011 and with regulations made under section 154 of that Act and in accordance with section 44 (1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's trustees 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 and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Buzzacott LLP
Statutory Auditor
130 Wood Street
London
EC2V 6DL

23 November 2020

Buzzacott LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Statement of financial activities Year to 31 December 2019

	Notes	Un-restricted funds £	Restricted funds £	2019 Total funds £	Un-restricted funds £	Restricted funds £	2018 Total funds £
Income from:							
Donations and legacies	1	388,073	—	388,073	531,715	—	531,715
Investment income and interest receivable	2	307,595	109,540	417,135	302,797	109,540	412,337
Other sources							
. Surplus on disposal of tangible fixed assets		3,700	—	3,700	100	—	100
. Exchange rate gain		—	—	—	105	—	105
. Miscellaneous income		3,204	—	3,204	940	—	940
Total income		702,572	109,540	812,112	835,657	109,540	945,197
Expenditure on:							
Charitable activities							
. Charitable grants and donations	3	704,426	—	704,426	32,500	—	32,500
. Support of members of the Congregation and their ministry	4	1,043,541	109,540	1,153,081	1,906,808	109,540	2,016,348
Total expenditure		1,747,967	109,540	1,857,507	1,939,308	109,540	2,048,848
Net expenditure before gains (losses) on investments	6	(1,045,395)	—	(1,045,395)	(1,103,651)	—	(1,103,651)
Net gains (losses) on investments	12	1,250,007	453,807	1,703,814	(574,954)	(208,647)	(783,601)
Net movement in funds		204,612	453,807	658,419	(1,678,605)	(208,647)	(1,887,252)
Reconciliation of funds:							
Total funds brought forward at 1 January 2019		18,670,801	3,427,035	22,097,836	20,349,406	3,635,682	23,985,088
Total funds carried forward at 31 December 2019		18,875,413	3,880,842	22,756,255	18,670,801	3,427,035	22,097,836

All activities of the charity derived from continuing operations during the above two financial years.

All recognised gains and losses are included in the statement of financial activities.

Balance sheet 31 December 2019

	Notes	2019 £	2019 £	2018 £	2018 £
Fixed assets					
Tangible assets	10		7,489,817		8,012,636
Programme related investments	11		389,762		389,762
Investments	12		14,575,717		12,871,903
			22,455,296		21,274,301
Current assets					
Debtors	13	15,787		8,166	
Cash at bank and in hand		363,926		906,229	
		379,713		914,395	
Liabilities					
Creditors: amounts falling due within one year	14	(78,754)		(90,860)	
Net current assets			300,959		823,535
Total net assets			22,756,255		22,097,836
Represented by:					
The funds of the charity					
Restricted funds	15		3,880,842		3,427,035
Unrestricted funds					
. General funds			3,945,834		3,218,403
. Tangible fixed assets fund	16		7,489,817		8,012,636
. Programme related investment fund	17		389,762		389,762
. Designated funds	18		7,050,000		7,050,000
Total funds			22,756,255		22,097,836

Approved by the trustees and signed
on their behalf by:

Sister Rita Dawson MBE
Trustee

Approved by the trustees on: 20 November 2020

Statement of cash flows Year to 31 December 2019

	Notes	2019 £	2018 £
Cash flows from operating activities:			
Net cash used in operating activities	A	(1,272,240)	(492,267)
Cash flows from investing activities:			
Investment income and interest received		412,837	412,337
Proceeds from the disposal of tangible fixed assets		328,700	100
Purchase of tangible fixed assets		(11,600)	—
Proceeds from the disposal of investments		14,160,409	—
Purchase of investments		(14,160,409)	—
Net cash provided by investing activities		729,937	412,437
Change in cash and cash equivalents in the year		(542,303)	(79,830)
Cash and cash equivalents at 1 January 2019	B	906,229	986,059
Cash and cash equivalents at 31 December 2019	B	363,926	906,229

Notes to the cash flow statement for the year to 31 December 2019

A Reconciliation of net movement in funds to net cash used in operating activities

	2019 £	2018 £
Net movement in funds (as per the statement of financial activities)	658,419	(997,572)
Adjustments for:		
Depreciation charge	144,419	143,353
Losses (gains) on investments	(1,703,814)	783,601
Investment income and interest receivable	(417,135)	(412,337)
Surplus on disposal of tangible fixed assets	(3,700)	(100)
Loss on disposal of tangible fixed assets	65,000	—
Impairment of property	—	889,680
Increase in debtors	(3,233)	(4,129)
Decrease in creditors	(12,106)	(5,083)
Net cash used in operating activities	(1,272,240)	(492,267)

B Analysis of cash and cash equivalents

	2019 £	2018 £
Cash at bank and in hand	363,926	906,229

Principal accounting policies 31 December 2019

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the accounts are laid out below.

Basis of preparation

These accounts have been prepared for the year to 31 December 2019 with comparative information provided for the year to 31 December 2018.

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

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (Charities SORP FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Charities and Trustee Investment (Scotland) Act 2005 and applicable Charities Accounts (Scotland) Regulations.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts are presented in sterling and are rounded to the nearest pound.

Critical accounting estimates and areas of judgement

Preparation of the accounts requires the trustees to make significant judgements and estimates.

The items in the accounts where these judgements and estimates have been made include:

- ◆ estimating the useful economic life of tangible fixed assets for the purpose of determining the annual depreciation charge;
- ◆ estimating the probability of the receipt of legacies; and
- ◆ determining amounts to be designated and, in particular, estimating the size of the Sisters' retirement fund, created in order to provide for the continuing care of the members of the Congregation.
- ◆ Estimating future income and expenditure flows for the purpose of assessing going concern (see below).

Assessment of going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these accounts. The trustees have made this assessment in respect to a period of at least one year from the date of approval of these accounts.

Assessment of going concern (continued)

The full impact on the charity's income and expenditure and financial position following the emergence of the global Covid-19 pandemic is still unknown. Since the end of the financial year, the Covid-19 pandemic has changed the shape and nature of the world. It has impacted not only the basic nature of the social interactions but has also had a significant economic impact at every level in ways which have been outside of our control.

As most of the members of the Community are aged over 70, the trustees have had to adhere to the stringent government advice issued on 23 March. This has meant that the Congregation's normal apostolic activities have had to find new shape or cease altogether.

Along with many other charities, the Trustees cannot at this stage imagine what the new needs will be and what position the Congregation will be in to respond to those needs.

The charity's income will no doubt be affected because of the volatility of world stock markets in response to the pandemic and the economic difficulties arising from the ensuing recession. In terms of expenditure, it is anticipated that there will be a rise in living expenses due to rise in cost of living during the crisis and the difficulties in obtaining food locally at a good price. The trustees will continue to keep both income and expenditure under review.

During the current Covid-19 pandemic, the trustees continue to communicate with their investment managers and, whilst there are concerns over the falls in world stock markets, they acknowledge also that the charity is a long term investor. As such, the charity will be able to wait for markets to recover over time whilst the trustees keep a watching brief.

Undoubtedly there will be challenges ahead but the trustees do not expect material concerns to arise over the charity's financial position or going concern. The trustees have concluded that the charity will have sufficient resources to meet its liabilities as they fall due.

Income recognition

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

Income comprises donations, legacies, investment income, interest receivable, the surplus on disposal of tangible fixed assets and miscellaneous income.

Donations, including salaries and pensions of individual religious received under Gift Aid or deed of covenant, are recognised when the charity 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 charity 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 charity and it is probable that those conditions will be fulfilled in the reporting period.

Income recognition (continued)

Legacies are included in the statement of financial activities when the charity is entitled to the legacy, the executors have established that there are sufficient surplus assets in the estate to pay the legacy, and any conditions attached to the legacy are within the control of the charity.

Entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor 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. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, but the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title of the asset having being transferred to the charity.

Investment income is recognised once the dividend has been declared and notification has been received of the dividend due.

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

A surplus on the disposal of tangible fixed assets is defined as the difference between the sale proceeds and the net book value of the asset at the time of disposal and after deducting any costs associated with the disposal. The surplus is recognised at the time when legal completion of the sale takes place.

Income arising from the disposal of interests in land and buildings and other tangible fixed assets are accounted for in accordance with the legal agreements relating to such disposals. The amounts receivable are measured at fair value and accounted for when the amounts due are capable of such measurement and when receipt is probable. In reality, this is on the legal completion of the relevant disposal.

Miscellaneous income is measured at fair value and accounted for on an accruals basis.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity 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.

Expenditure recognition (continued)

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.

Expenditure on charitable activities includes all costs associated with furthering the charitable purposes of the charity through the provision of its charitable activities. Such costs include charitable grants and donations, costs in respect to the support of members of the Congregation and enabling their ministry including governance costs.

Charitable grants and donations are made where the trustees consider there is real need following a review of the details of each particular case and comprise single year payments rather than multi-year grants. Grants and donations are included in the statement of financial activities when approved for payment. Provision is made for grants and donations approved but unpaid at the period end.

Grants payable are included in the statement of financial activities when approved and when the intended recipient has either received the funds or been informed of the decision to make the grant and has satisfied all performance conditions. Grants approved but not paid at the end of the financial year are accrued. Grants where the beneficiary has not been informed or has to fulfil performance conditions before the grant is released are not accrued for but are disclosed as financial commitments in the notes to the accounts.

All expenditure is stated inclusive of irrecoverable VAT.

Support and governance costs

Support costs represent indirect charitable expenditure. In order to carry out the primary purposes of the charity it is necessary to provide support in the form of personnel development, financial procedures, provision of office services and equipment and a suitable working environment.

Governance costs comprise the costs involving the public accountability of the charity (including audit costs) and costs in respect to its compliance with regulation and good practice.

All expenditure on support and governance is attributed directly to the charitable activities of supporting members of the Congregation and enabling their ministry and hence there has been no apportionment between headings.

Tangible fixed assets

All assets costing more than £1,500 and with an expected useful life exceeding one year are capitalised.

- ◆ Freehold land and buildings

Tangible fixed assets (continued)

Land and buildings are included on the balance sheet at 1999 valuations (which were determined by the trustees with professional assistance on the basis of replacement cost for existing use) with additions since those dates included at cost. As permitted under the transitional arrangements for FRS 102, the charity has elected to treat the 1999 valuations as deemed cost.

Land and buildings comprise:

- ◇ Non-specialised land and buildings are those designed as, and used wholly or mainly for, private residential accommodation. Such land and buildings are not depreciated. Their value and condition are reviewed annually by the trustees, who are satisfied that their residual value is not materially less than their book value.
- ◇ Specialised buildings comprise the Congregation's large residential convents and the care home for the elderly sisters. Depreciation is provided at 2% per annum on a straight-line basis to write the buildings off over their estimated useful economic life to the charity.
- ◆ Furniture and equipment
Expenditure on the purchase and replacement of furniture and equipment is capitalised and depreciated on a straight line basis over the following periods on order to write off each asset over its estimated useful economic life.
 - ◇ Computer equipment 4 years
 - ◇ Furniture 5 years
 - ◇ Plant and similar assets 15 years
- ◆ Motor vehicles
Motor vehicles are capitalised and depreciated over a four-year period, on a straight line basis, in order to write off the cost of each vehicle over its estimated useful life.

Programme related investments

Programme related investments relate to a freehold property used by another charitable organisation for purposes consistent with the charity's objectives. The property is included at deemed cost.

Fixed asset investments

Listed 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.

The charity does not acquire put options, derivatives or other complex financial instruments.

As noted above 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.

Fixed asset investments (continued)

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and their opening carrying value or their purchase value is 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 at that date. Realised and unrealised investment gains (or losses) are combined in the statement of financial activities and are credited (or debited) in the year in which they arise.

Debtors

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid. They have been discounted to the present value of the future cash receipt where such discounting is material.

Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt. They have been discounted to the present value of the future cash payment where such discounting is material.

Fund structure

General funds represent those monies which are freely available for application towards achieving any charitable purpose that falls within the charity's charitable objects.

The tangible fixed assets fund comprises the net book value of the charity's tangible fixed assets, the existence of which is fundamental to the charity being able to perform its charitable work and thereby achieve its charitable objectives. The value represented by such assets should not be regarded, therefore, as realisable.

The programme related investments fund represents the book value of those properties classified as programme related investments i.e. those properties occupied by other organisations at a peppercorn rent or reduced market value rent but used for purposes consistent with the charitable objectives of the charity.

Designated funds comprise monies set aside out of unrestricted general funds for specific future purposes or projects.

Restricted funds comprise monies raised for, or their use restricted to, a specific purpose, or contributions subject to donor imposed conditions.

Services provided by members of the Congregation

For the purposes of these accounts, no value has been placed on administrative and other services provided by the members of the Congregation.

Principal accounting policies 31 December 2019

Pension contributions

Contributions in respect of the charity's defined contribution pension scheme are charged to the statement of financial activities when they are payable to the scheme. The charity's contributions are restricted to the contributions disclosed in note 7. There were no outstanding contributions at the year end. The charity has no liability beyond making its contributions and paying across the deductions for the employees' contributions.

Notes to the accounts Year to 31 December 2019

1 Income from: donations and legacies

	Unrestricted funds £	Restricted funds £	2019 Total funds £
Salaries and pensions of individual religious received under Gift Aid or Deed of Covenant	380,224	—	380,224
Donations	7,849	—	7,849
2019 Total funds	388,073	—	388,073
	Unrestricted funds £	Restricted funds £	2018 Total funds £
Salaries and pensions of individual religious received under Gift Aid or Deed of Covenant	392,275	—	392,275
Donations	7,665	—	7,665
Legacies	131,775	—	131,775
2018 Total funds	531,715	—	531,715

2 Income from: investment income and interest receivable

	Unrestricted funds £	Restricted funds £	2019 Total funds £
Income from listed investments . UK common investments funds			
2019 Total funds	307,595	109,540	417,135
	Unrestricted funds £	Restricted funds £	2018 Total funds £
Income from listed investments . UK common investments funds			
2018 Total funds	302,797	109,540	412,337

3 Expenditure on: Charitable activities – Charitable grants and donations

	Unrestricted funds £	Restricted funds £	2019 Total funds £
General donations	13,076	—	13,076
Contributions to the Congregation's Generalate	691,350	—	691,350
2019 Total funds	704,426	—	704,426

3 Expenditure on: Charitable activities – Charitable grants and donations (continued)

	Unrestricted funds £	Restricted funds £	2018 Total funds £
General donations	7,500	—	7,500
Contributions to the Congregation's Generalate	25,000	—	25,000
2018 Total funds	32,500	—	32,500

4 Expenditure on: Charitable activities – Support of members of the Congregation and their ministry

	Unrestricted funds £	Restricted funds £	2019 Total funds £
Premises	251,485	—	251,485
Loss on disposal of property	65,000	—	65,000
Staff costs	351,364	109,540	460,904
Sisters' personal expenses	254,261	—	254,261
Education, training and spiritual renewal	4,037	—	4,037
Miscellaneous expenses	11,412	—	11,412
Governance (note 5)	105,831	—	105,831
Exchange rate loss	151	—	151
2019 Total funds	1,043,541	109,540	1,153,081

	Unrestricted funds £	Restricted funds £	2018 Total funds £
Premises	269,982	—	269,982
Property impairment	889,680	—	889,680
Staff costs	370,087	109,540	479,627
Sisters' personal expenses	294,850	—	294,850
Education, training and spiritual renewal	6,456	—	6,456
Miscellaneous expenses	9,260	—	9,260
Governance (note 5)	66,493	—	66,493
2018 Total funds	1,906,808	109,540	2,016,348

5 Governance costs

	Unrestricted funds £	Restricted funds £	2019 Total funds £
Audit fees	22,913	—	22,913
Legal fees	23,498	—	23,498
Other governance expenses	59,420	—	59,420
	105,831	—	105,831

5 Governance costs (continued)

	Unrestricted funds £	Restricted funds £	2018 Total funds £
Audit fees	30,660	—	30,660
Legal fees	22,574	—	22,574
Other governance expenses	13,259	—	13,259
	66,493	—	66,493

6 Net expenditure before gains (losses) on investments

This is stated after charging:

	Unrestricted funds £	Restricted funds £	2019 Total funds £
Staff costs (note 7)	351,364	109,540	460,904
Auditor's remuneration			
. Statutory audit services			
.. Current year	18,360	—	18,360
. Other services: Advisory	5,208	—	5,208
Depreciation	144,419	—	144,419

	Unrestricted funds £	Restricted funds £	2018 Total funds £
Staff costs (note 7)	370,087	109,540	479,627
Auditor's remuneration			
. Statutory audit services			
.. Current year	16,200	—	16,200
. Other services: Advisory	1,470	—	1,470
Depreciation	143,353	—	143,353

7 Staff costs and remuneration of key management personnel

	2019 Total funds £	2018 Total funds £
Staff costs during the year were as follows:		
Wages and salaries	414,416	434,500
Social security costs	35,559	34,665
Other pension costs	10,929	10,462
	460,904	479,627
Staff costs per function were as follows:		
Support of members of the Congregation and their ministry	460,904	479,627

7 Staff costs and remuneration of key management personnel (continued)

No employee earned £60,000 per annum or more (including taxable benefits) during the year ended 31 December 2019 (2018 - none).

The average number of employees, analysed by function, was as follows:

	2019 No.	2018 No.
Support of members of the Congregation and their ministry	20	20

The key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis comprise the trustees and the Provincial Bursar. The total remuneration (including taxable benefit but excluding employer's pension contributions) of the key management personnel for the year was £nil (2018 - £nil).

8 Trustees' expenses and remuneration and transactions with trustees

The charity's trustees are all members of the Congregation and consequently their living and personal expenses, all of which are consistent with the amounts paid in respect to other members of the Congregation, are borne by the charity. No trustee received any remuneration or reimbursement of expenses in connection with their duties as trustees (2018 - none).

As members of the Congregation, none of the trustees have resources of their own as all earnings, pensions and other income have been donated to the charity under a Gift Aid compliant Deed of Covenant. During the year, the total amount donated by the trustees to the charity was £101,855 (2018 - £117,667).

9 Taxation

The Religious Sisters of Charity Charitable Trust is a registered charity and, therefore, is not liable to income tax or corporation tax on income or gains derived from its charitable activities, as they fall within the various exemptions available to registered charities.

10 Tangible fixed assets

	Freehold Non specialised £	Long leasehold Specialised £	Computers, furniture and equipment £	Motor vehicles £	Total £
Cost or valuation					
At 1 January 2019	3,884,188	5,757,757	740,623	130,543	10,513,111
Additions	—	—	6,600	5,000	11,600
Disposals	(390,000)	—	—	(7,500)	(397,500)
At 31 December 2019	<u>3,494,188</u>	<u>5,757,757</u>	<u>747,223</u>	<u>128,043</u>	<u>10,127,211</u>
At cost	2,108,851	5,757,757	747,223	128,043	8,741,874
Deemed cost (1999 valuation)	1,385,337	—	—	—	1,385,337
	<u>3,494,188</u>	<u>5,757,757</u>	<u>747,223</u>	<u>128,043</u>	<u>10,127,211</u>
Depreciation					
At 1 January 2019	889,680	892,209	598,212	120,374	2,500,475
Charge for the year	—	115,155	20,827	8,437	144,419
On disposals	—	—	—	(7,500)	(7,500)
At 31 December 2019	<u>889,680</u>	<u>1,007,364</u>	<u>619,039</u>	<u>121,311</u>	<u>2,637,394</u>
Net book values					
At 31 December 2019	<u>2,604,508</u>	<u>4,750,393</u>	<u>128,184</u>	<u>6,732</u>	<u>7,489,817</u>
At 31 December 2018	<u>2,994,508</u>	<u>4,865,548</u>	<u>142,411</u>	<u>10,169</u>	<u>8,012,636</u>

As permitted under Financial Reporting Standard 102 (FRS 102) the charity has continued to adopt a policy of not revaluing its tangible fixed assets. The book value of freehold land and buildings is based on a 1999 valuation net of depreciation, where appropriate, with additions since that date at cost and after adjusting for any impairment losses. As permitted under the transitional arrangements for FRS 102, the charity has elected to treat this valuation as deemed cost. Other tangible fixed assets are stated at cost.

It is likely that there are differences between the open market value of the freehold land and buildings and their book values. These arise because of the specialised nature of several of the properties. The amount of such differences cannot be ascertained without incurring significant costs, which, in the opinion of the trustees, is not justified in terms of the benefit to the users of the accounts.

The historical cost of the freehold land and buildings included above at valuation cannot be ascertained with accuracy without incurring significant research time and costs which in the opinion of the trustees are not justified.

11 Programme related investments

	2019 £	2018 £
Programme related investment properties		
At 1 January 2019	389,762	389,762
Movements in year	—	—
At 31 December 2019	389,762	389,762

The charity owns a freehold property at 42 Church Hill Road, Walthamstow, London, E17 9RX. On 30 October 2017 the property was made available to The Medaille Trust Limited (Charity Registration Number 1117830), a charity established to help the victims of human trafficking in the UK, for a ten year lease period at a peppercorn rent.

12 Investments

	Total 2019 £	Total 2018 £
Listed investments		
Market value at 1 January 2019	12,871,903	13,655,504
Disposals at book value*	(12,871,904)	—
Additions	14,180,409	—
Net unrealised investment gains	395,309	(783,601)
Market value at 31 December 2019	14,575,717	12,871,903
Cost of listed investments at 31 December 2019	14,180,409	8,583,110

Disposals at book value for 2019 include proceeds of £14,180,409 and gains of £1,308,505.

Net investment gains of £1,250,007 (2018 - losses of £574,954) are attributable to unrestricted funds and net investment gains of £453,807 (2018 - losses of £208,647) are attributable to restricted funds.

Listed investments held at 31 December 2019 comprised the following:

	2019 £	2018 £
UK common investment funds	14,575,719	12,871,903

At 31 December 2019, the charity owned the following investments which represented a material holding relative to the market value of the total listed investments portfolio held at that date:

Holding	2019		2018	
	Market value of holding £	Percentage of portfolio %	Market value of holding £	Percentage of portfolio %
BlackRock Catholic Charities Growth & Income Fund	14,569,221	99.96%	—	—
Charifaith Income Common Investment Fund	—	—	12,865,563	99.95%

12 Investments (continued)

In December 2019, BlackRock ceased to operate the Charifaith Income Common Investment Fund (the CIF) having obtained permission from both the Charity Commission and the FSA to convert it to a Charity Authorised Investment Fund (CAIF). As such in December, the distribution units were transferred from the Charifaith CIF to the BlackRock Catholic Charities Growth and Income Fund.

All listed investments were dealt in on a recognised stock exchange.

Since the year end the Charity has experienced volatility in the value of its investment portfolio as investment markets have reacted to the Covid 19 pandemic.

At 11 November 2020, the charity's investments had a market value of £14,507,621 representing a 0.47% drop in value since the year end.

13 Debtors

	2019 £	2018 £
Prepayments	11,489	2,433
Accrued income	4,298	5,733
Total	15,787	8,166

14 Creditors: amounts falling due within one year

	2019 £	2018 £
Amounts due to the Generalate of the Religious Sisters of Charity	25,000	25,000
Accruals	53,754	65,860
	78,754	90,860

15 Restricted funds

The income funds of the charity include one restricted fund comprising the following unexpended balances of donations and grants held on trusts to be applied for a specific purpose:

	At 1 January 2019 £	Income £	Expenditure £	Gains £	Transfers £	At 31 December 2019 £
Long term care fund	3,427,035	109,540	(109,540)	453,807	—	3,880,842

	At 1 January 2018 £	Income £	Expenditure £	Losses £	Transfers £	At 31 December 2018 £
Long term care fund	3,635,682	109,540	(109,540)	(208,647)	—	3,427,035

15 Restricted funds (continued)

The long term care fund is to be used for the sisters' long term care. This sum will provide modest resources to look after the sisters, many of whom will need increasing support and increasingly expensive residential and nursing care.

16 Tangible fixed assets fund

	2019 £	2018 £
At 1 January 2019	8,012,636	9,045,669
Net movement in year	(522,819)	(143,353)
Impairment of property	—	(889,680)
At 31 December 2019	7,489,817	8,012,636

The tangible fixed assets fund represents the net book value of the charity's tangible fixed assets. A decision was made to separate this fund from the general fund and other designated funds of the charity in recognition of the fact that the tangible fixed assets are essential to the day-to-day work of the charity and as such their value should not be regarded as funds that would be realisable with ease, in order to meet future contingencies.

17 Programme related investment fund

	2019 £	2018 £
At 1 January 2019	389,762	389,762
Net movement in year	—	—
At 31 December 2019	389,762	389,762

The programme related investments fund represents the book value of the property assets classified as programme related investments i.e. the property owned by the charity but occupied by the Medaille Trust at a peppercorn rent for purposes consistent with the charitable objectives of the charity.

18 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	At 1 January 2019 £	New designation £	At 31 December 2019 £
Sisters' retirement fund	6,800,000	—	6,800,000
Repairs and maintenance fund	250,000	—	250,000
	7,050,000	—	7,050,000

	At 1 January 2018 £	New designation £	At 31 December 2018 £
Sisters' retirement fund	6,800,000	—	6,800,000
Repairs and maintenance fund	250,000	—	250,000
	7,050,000	—	7,050,000

◆ Sisters' retirement fund

Actuarial calculations performed during the year indicate that £10.2million (2018 - £10.2 million) is required to fund the long term care of the members of the Congregation living in England and Wales.

Part of the fund is represented by an investment portfolio which had a value of £3.9 million at 31 December 2019 (2018 - £3.4 million) and is part of the charity's restricted funds (note 15).

The designated fund comprises the balance of £6.8 million (2018 - £6.8 million) set aside by the trustees in order to provide fully for the Sisters in their retirement. The fund will be utilised over the expected lives of the Sisters.

◆ Repairs and maintenance fund

£250,000 has been set aside for the refurbishment and furnishing of accommodation for elderly members of the Congregation. It is anticipated that this fund will be utilised over the next four years.

19 Analysis of net assets between funds

	General funds £	Tangible fixed asset funds £	Programme related investment fund £	Designated funds £	Restricted funds £	Total 2019 £
Fund balances at 31 December 2019 are represented by:						
Tangible fixed assets	—	7,489,817	—	—	—	7,489,817
Programme related investments	—	—	389,762	—	—	389,762
Investments	3,644,875	—	—	7,050,000	3,880,842	14,575,717
Net current assets	300,959	—	—	—	—	300,959
Total net assets	3,945,834	7,489,817	389,762	7,050,000	3,880,842	22,756,255

	General funds £	Tangible fixed asset funds £	Programme related investment fund £	Designated funds £	Restricted funds £	Total 2018 £
Fund balances at 31 December 2018 are represented by:						
Tangible fixed assets	—	8,012,636	—	—	—	8,012,636
Programme related investments	—	—	389,762	—	—	389,762
Investments	2,394,868	—	—	7,050,000	3,427,035	12,871,903
Net current assets	823,535	—	—	—	—	823,535
Total net assets	3,218,403	8,012,636	389,762	7,050,000	3,427,035	22,097,836

The total unrealised gains (losses) as at 31 December 2019 constitutes movements on revaluation and are as follows:

	2019 £	2018 £
Unrealised gains included above:		
On investments	395,308	4,288,793
Total unrealised gains at 31 December 2019	395,308	4,288,793
Reconciliation of movements in unrealised gains		
Unrealised gains at 1 January 2019	4,288,793	5,072,394
Realised in the year	(4,288,794)	—
Add: net gains arising on revaluation in the year	395,309	—
Less: losses on revaluation in the year	—	(783,601)
Total unrealised gains at 31 December 2019	395,308	4,288,793

20 Connected charities

The Religious Sisters of Charity Charitable Trust (the charity) is connected to two charities in Scotland by virtue of the fact that the trustees of the charity are also trustees of the Scottish charities. Details of the Scottish charities are as follows:

- ♦ St Margaret of Scotland Hospice, Clydebank - Scottish Charity No. SC005623
- ♦ St Andrew's Hospice Appeal - Scottish Charity No. SC010159

Sister Rita Dawson is the Chief Executive of St Margaret of Scotland Hospice, Clydebank and a trustee of The Religious Sisters of Charity Charitable Trust. During the year, St Margaret of Scotland Hospice, Clydebank made a payment of £79,200 (2018 - £79,200) to The Religious Sisters of Charity Charitable Trust in respect to the services of Sister Rita.

The charity is also connected to St Joseph's Hospice, Hackney (Charity Registration Number 1113125 and Company Registration Number 05513914 (England and Wales) by virtue of the fact that certain of the trustees of the charity are also members of the trustee board of St Joseph's Hospice, Hackney. At 31 December 2019, the charity owed St Joseph's Hospice, Hackney £34,549 (2018 - £35,170). £448,004 (2018 - £450,751) was payable by the charity to St Joseph's Hospice during the year to 31 December 2019 in respect to staff and utility costs.

There were no other transactions between the charity and its connected charities during the year (2018 – none).

21 Ultimate control

The charity, which is constituted as a trust, was controlled throughout the period by the Province of Great Britain and Ireland of the Religious Sisters of Charity by virtue of the fact that the Superior of the Congregation appoints the trustees. The Province does not hold any assets, incur liabilities or enter into any transactions in its own right. Assets and liabilities of the Province in England and Wales are vested in the trustees of the charity, who undertake all transactions entered into in the course of the Province's charitable activities.

22 Related party transaction

With the exception of the transactions with trustees referred to in note 8 to these accounts, there were no other related party transactions (2018 – none).