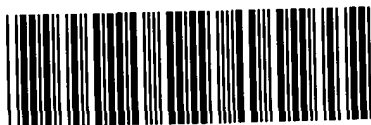


Healthwatch Nottinghamshire
(Company number 08407721, charity number 1159968)
Financial statements
for the year ended 31 March 2015

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COMPANIES HOUSE

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COMMUNITY ACCOUNTING

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Healthwatch Nottinghamshire
Directors' report (incorporating the Trustees' annual report)
for the year ended 31 March 2015

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements for the year ended 31 March 2015.

Full name Healthwatch Nottinghamshire

Registered charity number 1159968
Registered company number 08407721

Registered address

Unit 2-3, Byron Business Centre, Duke Street, Hucknall, Nottingham, NG15 7HP

Directors (Trustees)

Joe Pidgeon, Chair
Alan Sutton, Treasurer
Shirley Inskip
Julie Woodin

Emma Challans, from 24/11/14
James George, from 24/11/14
Jonathan Lancaster, from 24/11/14
Paula Noble, from 24/11/14

Company Secretary

Claire Grainger

Independent examiner

John O'Brien, employee of Community Accounting Plus, 7 Mansfield Road, Nottingham, NG1 3FB

Governance and management

The company is operated under the rules of its memorandum and articles of association adopted 18 February 2013 and most recently amended 9 September 2014.

It is a company limited by guarantee and therefore has no share capital. The liability of each member in the event of winding-up is limited to £1.

Overall management of the company is the responsibility of the directors who are elected and co-opted under the terms of the memorandum and articles of association. Day to day project activity is managed and carried out by volunteers and/or paid staff.

New board members will be appointed/re-appointed at the AGM each year. If there is a vacancy or vacancies on the board, a selection process will take place in the lead up to the AGM. Board members will review their mix of skills and experience on an annual basis to identify if there are any gaps that need to be filled. If board members are due to stand down, the skills and experience required of new members will also be identified. The role descriptions for the relevant posts will be reviewed, if necessary.

Opportunities to join the Healthwatch Nottinghamshire board will be advertised widely through local channels and interested people will be invited to submit an application form. A panel consisting of 2 board members and 2 non-board members will shortlist the applicants and interview the shortlisted applicants.

If a vacancy arises during the year, the board members will identify the skills the board is missing and will seek to co-opt a member on a temporary basis until the next selection

Healthwatch Nottinghamshire

process takes place. The chair will take the lead in identifying a co-optee, in consultation with other board members. The chair may approach people directly, approach professional bodies for particular skills or knowledge or advertise for a temporary board member. The co-option will be agreed by the board at a board meeting.

Aims and objectives

The advancement of health and the relief of those in need by reason of youth, age, ill-health, disability or financial hardship for the benefit of the entire population of the county of Nottinghamshire and elsewhere by:

- 1 making the views and experiences of members of the general public known to health and social care providers;
- 2 enabling local people to have a voice in the development, delivery and equality of access to local health and social care services and facilities;
- 3 the promotion of high standards by health and social care providers; and
- 4 providing training and the development of skills for volunteers and the wider community in understanding, scrutinizing,

Summary of the main activities undertaken for the public benefit

Healthwatch Nottinghamshire's purpose is to enable children, young people and adults to express their views and experiences of health and social care services and for those views and experiences to influence how services are planned and delivered. We do this by creating a number of ways that people can feed their comments directly to us and also gathering information about views and experiences that have been expressed through different channels and organisations. This can include developing and delivering pieces of research so that we can find out more information about people's experiences. We then feed that information to the organisations that commission and provide services and ask those organisations to let us know what they do as a result of the feedback they have received. We also look at the mechanisms that organisations have in place to enable people to feedback their experiences and to make a complaint and advise them if we think improvements need to be made. Healthwatch Nottinghamshire will raise issues of serious concern about services to the regulators of services, such as the Care Quality Commission and will also report to the Health Scrutiny Committee and the Health and Wellbeing Board.

Healthwatch Nottinghamshire's purpose is to benefit all of the people in its area of operation. Through our activities we will improve the experiences of individuals or groups of people, and we will also help their views and experiences to influence future services and ensure these services are better suited to their needs. Through collecting data from a number of organisations, we will also be able to act as an early warning if there are significant failings in health and social care systems which may be putting people at risk of harm.

Summary of the main achievements during the period

During our second year of activities we have:

- Published our first statutory annual report;
- Held our first annual events, 'Healthwatch Happenings' in three locations across the County;
- Organised a successful Carers' Conference, attended by 150 local carers and professionals;
- Undertaken our first Insight Project into the experiences of patients using the Arriva Transport Solutions renal transport service at Nottingham's City Hospital;

Healthwatch Nottinghamshire

- Continued to recruit and train volunteers, including our first group of Enter and View volunteers;
- Heard from over 500 young people who completed our survey of their experiences of health and social care service;
- Considered a wide range of issues reported by the Public at our Prioritisation Panel;
- Continued to circulate a monthly newsletter and regular 'Have Your Say' reports about what has happened about issues reported to us;
- Developed our Coffee and Chat model of engagement with the public and delivered a series of coffee and chat sessions in different parts of the county;
- Launched our new website;
- Commissioned bespoke software to help us to collect and analyse data about people's experiences of services;
- Escalated issues to Healthwatch England that need a national response.

The charity's policy on reserves

It is the aim of the Healthwatch Nottinghamshire Board that the organisation moves to a position that it holds the following level of reserves:

- A general reserve equivalent to three months running costs to ensure that the organisation could continue to operate during a period of an unexpected reduction or cut to its core funding. In 2015/16 three months running costs is equivalent to £90,000;
- A designated reserve of £10,000 to cover periods of extended sickness absence or parental leave and redundancy costs at the end of contracts;
- A designated reserve of £6,000 to cover the costs of making good the offices space at the end of the lease at the Byron Business Centre.

The remainder of Healthwatch Nottinghamshire's reserves will be made available to cover shortfalls in Healthwatch Nottinghamshire's income generating activities, subject to trustee approval.

Exemptions

The trustees have taken advantage of the exemptions available to small companies, including the audit exemption (see statement on balance sheet).

Responsibilities of the trustees

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the trustees are required to: select suitable accounting policies, as described on page 9, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The members of the committee must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity, and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

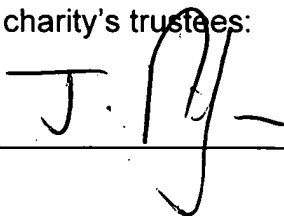
Healthwatch Nottinghamshire

Small company provisions:

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Signed on behalf of the charity's trustees:

Signed _____
Joe Pidgeon, Director



Date _____

9/7/15

**Independent examiner's report to the trustees of
Healthwatch Nottinghamshire
for the year ended 31 March 2015**

I report on the accounts of the charity, which are set out on pages 7 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake this examination by being a Fellow of the Association of Charity Independent Examiners.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Date

10/8/15

John O'Brien MSc, FCCA, FCIE, DChA
Employee of Community Accounting Plus

Healthwatch Nottinghamshire
Statement of financial activities
(incorporating the income and expenditure account)
for the year ended 31 March 2015

2014			2015
£		Note	£
	Incoming resources		
465020	Grants & donations	2	386500
-	Events		9100
149	Bank interest		259
-	Sundry income		303
<u>465169</u>	Total incoming resources		<u>396162</u>
	Resources expended		
166027	Wages, NI & pension		237976
6501	Travel & subsistence		11008
841	Volunteer expenses		2588
679	Recruitment		634
66	Training (volunteers)		1221
4154	Training (staff & board)		2007
10781	Rent & room hire		17002
171	Premises maintenance		3
724	Utilities		876
3048	Insurance		2969
4127	Set up costs		-
3598	Telephone & postage		5525
4417	Printing & stationery		4645
6220	Publicity & website		8244
656	Publications & subscriptions		840
8993	Legal & professional		18750
9203	Equipment, repairs & renewals		34186
502	Refreshments		1049
-	Events & activities		7067
147	Bank charges		65
75	Sundry expenditure		90
5579	Depreciation	3	7124
<u>236509</u>	Total resources expended		<u>363869</u>
228660	Net income/(expenditure)		32293
-	Taxation	4	(30)
-	Total funds brought forward		228660
<u>228660</u>	Total funds carried forward		<u>260923</u>

All the activities of the charitable company are classed as continuing

The notes on pages 9 to 11 form part of these financial statements

Healthwatch Nottinghamshire
Balance sheet
at 31 March 2015
Company number 08407721

2014 £		Note	£	2015 £
	Fixed assets	3		
11589	Tangible assets		9102	
11589	Total fixed assets			9102
	Current assets			
103211	Debtors	5	4631	
125836	Cash at bank and in hand		258196	
229047	Total current assets		262827	
	Liabilities			
	Creditors:			
(11976)	amounts falling due within one year	6	(11006)	
217071	Net current assets			251821
228660	Net assets			260923
	The funds of the charity			
228660	Unrestricted income funds			260923
228660	Total funds			260923

Exemption from audit

For the year ending 31/03/15 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

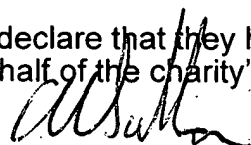
- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The trustees declare that they have approved the accounts above.

Signed on behalf of the charity's trustees:

Signed



Alan Sutton, Director

Dated

5/8/2015

Healthwatch Nottinghamshire

Notes to the accounts

for the year ended 31 March 2015

1. Accounting policies

Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP revised 2005), the Financial Reporting Standard for Smaller Entities (effective April 2008) and the provisions applicable to companies subject to the small companies regime under the Companies Act 2006.

Incoming resources

All material incoming resources have been included on a receivable basis – i.e. they are included if the date receivable falls within the period covered by these accounts.

Pension costs

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity in the year.

Resources expended

These have been analysed using a natural classification.

Depreciation

Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets with a cost exceeding £500 over their expected useful lives on a straight line basis.

The rates applicable are:

Fixtures & fittings	10.0%
IT equipment	33.3%

2. Grants & donations

	2015	2014
	£	£
Nottinghamshire County Council	385000	465000
Babington College	1500	-
Sundry grants & donations	-	20
	<u>386500</u>	<u>465020</u>

Healthwatch Nottinghamshire

3. Fixed assets

	Fixtures fittings	IT equipment	Total
Cost	£	£	£
Balance brought forward	618	16550	17168
Additions	-	4637	4637
Disposals	-	-	-
Balance carried forward	<u>618</u>	<u>21187</u>	<u>21805</u>
Depreciation			
Balance brought forward	62	5517	5579
Disposals	-	-	-
Charge for year	62	7062	7124
Balance carried forward	<u>124</u>	<u>12579</u>	<u>12703</u>
Net book value			
Brought forward	556	11033	11589
Carried forward	<u>494</u>	<u>8608</u>	<u>9102</u>

4. Taxation

This is corporation tax payable in respect of the previous year.

5. Debtors

	2015	2014
	£	£
Other debtors	1582	100195
Prepayments & accrued income	3049	3016
	<u>4631</u>	<u>103211</u>

6. Creditors

	2015	2014
	£	£
Trade creditors	2530	392
Other creditors	4528	4079
Taxation & social security	3948	-
Accruals	-	7505
	<u>11006</u>	<u>11976</u>

7. Staff costs and numbers

	2015	2014
	£	£
Wages	212035	145380
Social security costs	16603	13142
Pension	9338	7505
	<u>237976</u>	<u>166027</u>

No employee received emoluments of more than £60,000.

The average weekly number of employees during the year was 10 (2014: 7).

Healthwatch Nottinghamshire

The charity contributes to a defined contribution pension scheme for 8 employees (2014: 6).

8. Trustees' remuneration, benefits and expenses

During this period, a total of £1,516 was reimbursed to seven directors for travel expenses incurred. One director was paid a gross salary of £12,556.

9. Related party transactions

During this period, £817 was paid to the son of one of the directors for consultancy services.

10. Independent examination and accountancy services

The cost of the examination and accountancy services for the period was £1,200 plus VAT.

11. Annual commitments under operating leases

The charity has two leases for premises and equipment which can be terminated by a notice period of 3 months.