

Charity Registration No. 1156320

Company Registration No. 08389279 (England and Wales)

**HEALTHWATCH REDBRIDGE**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

TUESDAY



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COMPANIES HOUSE

# HEALTHWATCH REDBRIDGE

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mr Mohammed Dedat Mrs Athena Rebecca Daniels Mrs Lorraine Yvonne Silver
<b>Charity number</b>	1156320
<b>Company number</b>	08389279
<b>Registered office</b>	1st Floor 103 Cranbrook Road Ilford Essex United Kingdom IG1 4PU
<b>Auditor</b>	Reddy Siddiqui LLP 183-189 The Vale Acton London W3 7RW

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# HEALTHWATCH REDBRIDGE

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# HEALTHWATCH REDBRIDGE

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

**FOR THE YEAR ENDED 31 MARCH 2021**

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The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 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 UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

### **Objectives and activities**

The activities are to advance health by providing relief to those in need, by reason of youth, age, ill-health, disability or financial hardship by:

- Ensuring hospital discharge procedures are safe and people are provided with the right support and information to recover effectively
- Ensuring patients, users and carers with communication impairments have information provided in an accessible format so that they can read it, listen to it or have someone support them to understand it before they make a decision about their care
- Health and social care services working better together
- More information and availability of Mental Health services for children, adolescents and adults
- Better access, availability and continuity of GP services including out of hours services, as well as shorter waiting times in A&E.

The policies adopted in furtherance of these objects are:

- developing a communications strategy that enables us to increase our social media presence and to begin to identify new and powerful ways to interact with our members, stakeholders and partners
- reviewing our strategic priorities to identify and recruit staff to new roles, allowing us to better support local people
- actively seeking to gain the Volunteer Charter Mark, which has led us to make changes to the way we recruit and retain volunteers
- redesigning our Enter and View training, making it more accessible for deaf people increasing awareness of Healthwatch amongst stakeholders.

There has been no change in these during the year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

# HEALTHWATCH REDBRIDGE

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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### **Achievements and performance**

For Healthwatch Redbridge, this year has demonstrated the value of independent organisations such as ours, being able to champion the concerns of local people when faced with major changes within health and social care services over which they had no control.

During what has been an unprecedented year, Healthwatch Redbridge has continued to develop meaningful and innovative ways to engage with seldom heard communities within Redbridge, particularly in these challenging times.

Our Annual Report for this year provides an insight into how our work has reacted to the pandemic. Throughout the year we have identified and have responded to issues as diverse as hospital discharge concerns, the lack of phlebotomy services within Redbridge, Care Home support during the pandemic, and concerns raised regarding the access to GP services.

None of this work would have been possible without acknowledging the effort our staff and volunteers have put in to ensure our organisation has risen to the challenges of remote working and ensuring the voices of under-represented communities is still being heard.

We have also faced challenges within our own organisation where some of our board members made the decision to leave for various reasons. We cannot thank them enough for the many years they have given to the organisation. If it were not for their support, our organisation would not be as strong as it is today.

### **Setting our work programme priorities for 2020/21**

We continue to play an important role in bringing local communities and services together. During the year however, we have not been able to visit local health and social care services to ensure local people are given the opportunity to tell us about the health and social care services they use.

Our future work programme was significantly revised to respond to the immediate requirements of the emerging Covid pandemic. We adapted to new working practices which concentrated on engaging with people online and through surveys. We also developed, and in some cases, strengthened our contacts with other community and voluntary sector organisations to ensure we can improve the services across our borough and beyond. Staff have worked from home all year, with access to cloud-based IT systems and re-directed phone lines.

We increased our social media presence to ensure local people had access to updated and current information provided through trusted sources such as Redbridge Council, Public Health Redbridge (PHR), NHS England, Healthwatch England (HWE), Barts Health Trust, Barking, Havering and Redbridge University Trust (BHRUT), and the Barking & Dagenham, Havering and Redbridge Clinical Commissioning Group (BHRCCG).

# HEALTHWATCH REDBRIDGE

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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### Work Plan 20/21

Each year, we create our work programme based on a review of issues we are made become aware of during the previous year. This year, due to limitations imposed upon us by the pandemic, we became more reactive to issues mainly caused by the results of Covid-19. We listened to the issues being raised and reacted accordingly, which is reflected in the areas covered within our work programme.

This year, our board approved the following work programme areas:

### COVID-19 projects

- As part of the multi-agency COVID response; Healthwatch Redbridge was part of the councils' COVID-19 Pandemic Committee which helped us highlight current local issues or concerns related to the pandemic and feed them into the recovery model.

### Hospital Services - DNR Concerns:

In early April, concerns were raised by relatives regarding Do Not Resuscitate (DNR) requirements. The issue was identified by several Healthwatch organisations across the country and raised with the Department of Health by our national umbrella organisation Healthwatch England. As a direct response of local Healthwatch input, the regulations were reviewed and clarified for all NHS trusts giving relatives and health workers clarity when dealing with what were extremely stressful situations.

### Care Homes – COVID concerns

- Although national guidance required all hospital patients to be tested for COVID prior to discharge; we were alarmed to discover many vulnerable patients were being discharged before the outcome of the test was known. By carrying out telephone surveys with many care and nursing home managers, we were able to highlight issues and enable the right support and information to be made available.

### Phlebotomy services

- Many people started to contact us, increasingly concerned that they were unable to book essential phlebotomy services (blood test) across the borough. By investigating the issues raised, we were able to improve the level of phlebotomy services in the borough.

### Accessing GP services - appointments

- Many people raised concerns regarding the access to appropriate GP appointments. Some were concerned they were unable to request face to face appointments when they felt they were necessary. With the help of our volunteers, we contacted most practices to identify how patients could access the service and developed a raft of recommendations.

### Accessing GP services – website and online services

- We also reviewed the online services offered by GP's. We audited the current provision and have made several recommendations for improvements.

### Covid-19 Survey

- We created a public survey to ask people how the pandemic had affected them. This work helped us to provide a local response, but also fed into the national campaign BecauseWeAllCare led by HW England. A number of issues emerged which are explained in our Annual Report:

# HEALTHWATCH REDBRIDGE

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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### Vaccine Hesitancy

- With the introduction of the long-awaited COVID-19 vaccine, we were made aware that some communities and individuals were expressing a reluctance in having the vaccination. This was particularly reflected within some of our ethnic minority communities. Our report was used by our Public Health Team to target their information and support response.

### Accessible Information Standards – supporting Barts Health

- Last year, we carried out an access audit within Queen's Hospital in Romford, working with some of our volunteers with communication support needs. This work was widely commended and led to changes being made to ensure Deaf and disabled people were given information in appropriate formats.
- This year, we began working on a similar audit with Whipps Cross hospital. However, this has been delayed due to the pandemic. We are fortunate that we have also been able to include students from Queen Mary University London, who were interested in carrying out some of the work as part of their final year of a BSc in Global Health studies. Students conducted a small online review, and we are preparing to carry out a wider review this year.

### Financial review

We continue to revisit our finances ensuring we are fully compliant with the requirements for the organisation and to best meet the needs of our members and non-members throughout the year.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

This level of reserves has been maintained throughout the year.

The principal sources of income remain our main contract to provide the Healthwatch service within the London Borough of Redbridge. The charity has also received some small commissions from Redbridge Clinical Commissioning Group during the year to support a number of patient engagement surveys.

At the outset of each financial year the trustees discuss risks associated with undertaking activities and to the extent possible, work towards mitigating these risks. The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

### Structure, governance and management

The charity is a company limited by guarantee and was registered with the Charity Commission for England and Wales on 5th February 2013.

This year has seen some of our longest serving trustees stand down for a variety of reasons, and we would like to say a personal thank you to each for their contribution over the years. The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr Mohammed Dedat

Mrs Athena Rebecca Daniels

Mr Michael Edward New

(Resigned 10 December 2020)

Mrs Lorraine Yvonne Silver

Mrs Vanda Fiona Thomas

(Resigned 2 July 2020)

Ms Margery Rebecca Peddie

(Resigned 21 August 2020)

Mrs G Donovan

(Resigned 10 December 2020)

# HEALTHWATCH REDBRIDGE

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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Mrs Lorraine Yvonne Silver is the Chair of the charity, taking on the role from Mrs Vanda Fiona Thomas on 10 December 2020.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up, as stated in the dissolution clause of the memorandum and articles of association adopted on 5th February 2013. The trustees are appointed by election to post.

Healthwatch Redbridge has a board of trustees comprising of members from a wide range of backgrounds.

The trustees meet regularly. Day to day responsibility is currently delegated to the Chief Executive Officer, Ms Cathy Turland.

The Trustees do not consider there to be any related party matters requiring disclosure.

### Employee involvement

Applications for employment by disabled persons are always fully considered, bearing in mind the aptitudes of the applicant concerned. In the event of members of staff becoming disabled, every effort is made to ensure that their employment within the charity continues and that the appropriate training is arranged. It is the policy of the charity that the training, career development and promotion of disabled persons should, as far as possible, be identical to that of other employees.

The charity's policy is to consult and discuss with employees, through unions, staff councils and at meetings, matters likely to affect employees' interests.

Information of matters of concern to employees is given through information bulletins and reports which seek to achieve a common awareness on the part of all employees of the financial and economic factors affecting the group's performance.

### Auditor

In accordance with the company's articles, a resolution proposing that be reappointed as auditor of the company will be put at a General Meeting.

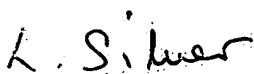
### Disclosure of information to auditor

In accordance with Section 418(2) of the Companies Act 2006, each trustee in office at the date the Trustees' Report is approved confirms that:

- so far as the trustees' are aware there is no relevant audit information of which the charity's auditor is unaware; and
- He/She has taken all the steps that he/she ought to have taken as a trustee in order to make himself or herself aware of any relevant audit information and to establish that the charity's auditor is aware of that information

The report of the trustees has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006

The trustees' report, was approved by the Board of Trustees.



Mrs Lorraine Yvonne Silver  
Trustee  
Dated: 25 October 2021

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# **HEALTHWATCH REDBRIDGE**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

### ***FOR THE YEAR ENDED 31 MARCH 2021***

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The trustees, who are also the directors of HEALTHWATCH REDBRIDGE for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that 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. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# HEALTHWATCH REDBRIDGE

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF HEALTHWATCH REDBRIDGE

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#### Opinion

We have audited the financial statements of HEALTHWATCH REDBRIDGE (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, 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 Companies Act 2006.

#### 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 financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

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

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

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

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

# HEALTHWATCH REDBRIDGE

## INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF HEALTHWATCH REDBRIDGE

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### Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report have been prepared in accordance with applicable legal requirements.

### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report.

### Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the 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 charitable company or to cease operations, or have no realistic alternative but to do so.

### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with 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 financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

# HEALTHWATCH REDBRIDGE

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF HEALTHWATCH REDBRIDGE

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#### Use of our report

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



**Seema Siddiqui (Senior Statutory Auditor)**  
for and on behalf of Reddy Siddiqui LLP

25 October 2021

**Chartered Accountants**  
**Statutory Auditor**

183-189 The Vale  
Acton  
London  
W3 7RW

# HEALTHWATCH REDBRIDGE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<b>Income from:</b>							
Donations and legacies	3	-	119,900	119,900	-	120,001	120,001
<b>Expenditure on:</b>							
Raising funds	4	-	1,103	1,103	-	899	899
Charitable activities	5	-	117,181	117,181	-	131,106	131,106
<b>Total resources expended</b>		-	118,284	118,284	-	132,005	132,005
<b>Net income/(expenditure) for the year/ Net movement in funds</b>							
		-	1,616	1,616	-	(12,004)	(12,004)
Fund balances at 1 April 2020		31,628	8,913	40,541	31,629	20,917	52,546
<b>Fund balances at 31 March 2021</b>		<u>31,628</u>	<u>10,529</u>	<u>42,157</u>	<u>31,629</u>	<u>8,913</u>	<u>40,542</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# HEALTHWATCH REDBRIDGE

## BALANCE SHEET

AS AT 31 MARCH 2021

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	Notes	2021 £	£	2020 £	£
<b>Current assets</b>					
Debtors	10	130		2,952	
Cash at bank and in hand		46,381		42,523	
		<u>46,511</u>		<u>45,475</u>	
Creditors: amounts falling due within one year	11	(4,354)		(4,933)	
<b>Net current assets</b>			<u>42,157</u>		<u>40,542</u>
<b>Income funds</b>					
Restricted funds - general			10,529		8,913
Unrestricted funds			<u>31,628</u>		<u>31,629</u>
			<u>42,157</u>		<u>40,542</u>

The financial statements were approved by the Trustees on 25 October 2021

*L. Silver*

Mrs Lorraine Yvonne Silver  
Trustee

Company Registration No. 08389279

# HEALTHWATCH REDBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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### 1 Accounting policies

#### Charity information

HEALTHWATCH REDBRIDGE is a private company limited by guarantee incorporated in England and Wales. The registered office is 1st Floor, 103 Cranbrook Road, Ilford, Essex, IG1 4PU, United Kingdom.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006 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 UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purpose and uses of the restricted funds are set out in the notes to the accounts.

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

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# HEALTHWATCH REDBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

##### Expenditure

Liabilities are recognized as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### Raising funds

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

##### Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the direct pay and non-pay costs and support costs relating to those activities.

##### Governance costs

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity, and include its audit fees and costs linked to the strategic management of the charity including trustee expenses.

##### Allocation and apportionment of costs

Support costs include administrative office functions and premises costs. These have been allocated to activity cost categories on a basis consistent with the use of resources: allocating premises costs on floor areas, staff costs by the time spent and other costs on a measure of usage.

#### 1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.



# HEALTHWATCH REDBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 1 Accounting policies (Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

### 1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	<b>Restricted funds general 2021 £</b>	<b>Restricted funds general 2020 £</b>
Services provided under contract	119,900	120,001
	<u>119,900</u>	<u>120,001</u>
<b>Grants receivable for core activities</b>		
London Borough of Redbridge	119,900	120,001
	<u>119,900</u>	<u>120,001</u>
	<u>119,900</u>	<u>120,001</u>

# HEALTHWATCH REDBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 4 Raising funds

	<b>Restricted funds general 2021 £</b>	<b>Restricted funds general 2020 £</b>
<u>Fundraising and publicity</u>		
Advertising	1,103	899
	<u>1,103</u>	<u>899</u>

### 5 Charitable activities

	<b>Charitable Expenditure Heading 1 2021 £</b>	<b>Charitable Expenditure Heading 1 2020 £</b>
Staff costs	83,275	87,203
Insurance	286	1,050
Postage, printing & stationeries	382	2,455
Telephone and fax	403	1,644
Travelling	65	618
Consultancy	960	960
Sundry expenses	674	1,151
Staff training	795	2,638
Computer expenses	3,883	9,659
	<u>90,723</u>	<u>107,378</u>
Share of support costs (see note 6)	23,728	20,728
Share of governance costs (see note 6)	2,730	3,000
	<u>117,181</u>	<u>131,106</u>

# HEALTHWATCH REDBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 6 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Premises	17,500	-	17,500	17,500	-	17,500
Accountancy fees	6,228	-	6,228	3,228	-	3,228
Audit fees	-	2,730	2,730	-	3,000	3,000
	<u>23,728</u>	<u>2,730</u>	<u>26,458</u>	<u>20,728</u>	<u>3,000</u>	<u>23,728</u>
Analysed between Charitable activities	<u>23,728</u>	<u>2,730</u>	<u>26,458</u>	<u>20,728</u>	<u>3,000</u>	<u>23,728</u>

Governance costs includes payments to the auditors of £3000 (2020- £3000) for audit fees.

### 7 Auditor's remuneration

The analysis of auditor's remuneration is as follows:

Fees payable to the charity's auditor and associates:	2021	2020
	£	£
Audit of the charity's annual accounts	<u>2,730</u>	<u>3,000</u>

### 8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 9 Employees

The average monthly number of employees during the year was:

	2021	2020
	Number	Number
	<u>3</u>	<u>4</u>
Employment costs	2021	2020
	£	£
Wages and salaries	<u>83,275</u>	<u>87,203</u>

# HEALTHWATCH REDBRIDGE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 10 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Trade debtors	130	132
Other debtors	-	2,820
	<u>130</u>	<u>2,952</u>

### 11 Creditors: amounts falling due within one year

	2021	2020
	£	£
Other taxation and social security	1,598	1,623
Trade creditors	519	806
Other creditors	2,237	2,504
	<u>4,354</u>	<u>4,933</u>

### 12 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Fund balances at 31 March 2021 are represented by:						
Current assets/ (liabilities)	42,157	-	42,157	40,542	-	40,542
	<u>42,157</u>	<u>-</u>	<u>42,157</u>	<u>40,542</u>	<u>-</u>	<u>40,542</u>

### 13 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).