

REGISTERED COMPANY NUMBER: 08456146 (England and Wales)
REGISTERED CHARITY NUMBER: 1156338

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31st March 2021
for
HEALTHWATCH KIRKLEES**

Riley & Co Limited
Chartered Accountants
52 St Johns Lane
Halifax
West Yorkshire
HX1 2BW

HEALTHWATCH KIRKLEES

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for the Year Ended 31st March 2021**

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**Report of the Trustees
for the Year Ended 31st March 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2021. The trustees have adopted the provisions of 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

Objectives and aims

The objects of the charity are the advancement of health and the relief of those in need by reason of youth, age, ill-health, disability or financial hardship by:-

- (a) providing information and advice to the general public about local health and social care services,
- (b) making the views and experiences of members of the general public known to health and social care providers,
- (c) enabling local people to have a voice in the development, delivery and equality of access to local health and care services and facilities,
- (d) conducting research into relevant health and social care issues and making public the useful results of such research, and
- (e) providing training and the development of skills of volunteers and the wider community in understanding, scrutinising, reviewing and monitoring health and care services and facilities

Public benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENT AND PERFORMANCE

Charitable activities for the year and in the future

This year, the responsibility of report for the Trustees falls to me as Healthwatch Kirklees and Healthwatch Calderdale Treasurer. Our long-term Chair, Paul Bridges left our Board in November 2020, and we give our sincerest thanks and gratitude to him for the effort, energy and commitment he invested with the Board over 6 years. Angela Everson stepped in as an interim Board Chair to March 2021, and again, we are incredibly grateful for her contribution.

The switch in chairing arrangements between Paul and Angela took place at the Annual General Meeting (AGM), at which our staff and volunteers presented huge amounts of their work. The meeting was inspiring as it showcased the dedication of our team, and their ability to work in flexible and diverse ways, even in very challenging and unique circumstances. As Trustees, we are truly grateful to the staff team for how adaptable, interested and tenacious they are, and how they have kept the organisation running at full capacity during the pandemic.

Another success of the AGM was the introduction of the Healthwatch Kirklees and Healthwatch Calderdale work, approach and plans to a cohort of potential Trustees. We've been incredibly fortunate to welcome 6 new Trustees to the Board in 2020/21, all of whom are inquisitive and supportive of our ambition and values.

As we look back and review the work of Healthwatch in Calderdale and Kirklees over 2020/2021, it's hard for the whole year of achievements not to be overshadowed by the continued outbreak of COVID-19 that began back in February 2020.

The work plan for Healthwatch in 2020/2021 had to be completely adapted; engagement work that was due to start had to be paused; all staff continue to work remotely. These are not small changes for our organisation, but they pale into insignificance by comparison to the level of transformation that has been needed in health and care settings, and in the work of our voluntary sector colleagues. As Trustees, we have been so grateful that our team of staff and volunteers at Healthwatch have adapted so brilliantly, and made sure that Healthwatch is still present and delivering in these peculiar times.

HEALTHWATCH KIRKLEES (REGISTERED NUMBER: 08456146)

**Report of the Trustees
for the Year Ended 31st March 2021**

If I were to try to capture my key piece of learning about Healthwatch through the COVID-19 pandemic, it would be that because Healthwatch in Kirklees and Calderdale has a clear mission and set of principles through which it does its work, it can be incredibly adaptable whilst not losing focus on its purpose. The core tenet of delivering the work of the organisation to "make change happen" is every bit as relevant in the COVID-19 pandemic as it is at any other time.

In 2021/22, Trustees will work together in development to look at the future for Healthwatch Kirklees and Healthwatch Calderdale. We understand that large scale structural changes to NHS commissioning will be put in place in our local health and care systems through the implementation of the NHS White Paper, and need to consider how these new ways of working may influence us. In particular, we are considering how more authority passing from NHS England to an Integrated Care System (ICS) at the West Yorkshire and Harrogate level will alter our work. Wherever and however we can, Healthwatch in Kirklees and Calderdale wants to take the opportunity to amplify the public's voice, and give the public opportunities to be directly involved in shaping and moulding the way health and care services are accessed, provided and commissioned. As such, whilst our health and care systems are on a journey towards integration, it is essential that we identify opportunities for the public's voice to be meaningfully heard in that process.

It would be remiss of me not to speak about the impact that the Covid-19 pandemic has had on members of the public in Kirklees and Calderdale; significant numbers of people are waiting for planned and elective care; many have experienced deterioration in their mental wellbeing; but simultaneously, tens of thousands of people have been vaccinated against this virus, and far more critically unwell people are being properly clinically supported in their own homes than before the pandemic. Covid-19 has been a common enemy for us all, reminding us of the power of working together to address insurmountable problems. The landscape of care provision has changed exponentially, and at Healthwatch, it's our job to see how those changes impact and influence people, then either make sure it continues long after height of the pandemic, or it is addressed as quickly as possible with through the involvement of Kirklees and Calderdale residents. We will continue to encourage this joined up working with the public through our facilitative role in the health and care system in 2021/22.

Nick Whittingham
Acting Chair / Treasurer of the trustee board

**Report of the Trustees
for the Year Ended 31st March 2021**

ACHIEVEMENT AND PERFORMANCE

Message from the Chief Executive

So what did 2020/2021 teach us at Healthwatch Calderdale and Healthwatch Kirklees?

What an unpredictable and chaotic year 2020/2021 has been. It was impossible to foresee the extent of the Covid-19 pandemic's impact on both how Healthwatch in Kirklees and Calderdale works, and how our health and care systems work. Hospitals have been caring for hundreds of ill people with emergency needs due to Covid-19; community health care providers had to support huge numbers of additional people unwell in their homes either after discharge from hospital or who needed medical care at home due to the virus; hundreds of people in residential care homes caught Covid-19 and care staff worked tirelessly to care for and protect them. Everyone had to work more closely, and whilst Covid-19 presented the biggest challenge the NHS and social care had ever seen, it also meant that barriers between services were broken down. With everyone working to protect the population's health from the virus, there was a united purpose.

To those organisations, charities, mutual aid groups, NHS providers, emergency services, home care staff, teams from residential homes and every individual who did something to help their community, their neighbour or their service users - we are so thankful for your commitment, your kindness and your energy for what you do in a completely unpredictable and often unknown landscape. Our Covid Heroes campaign celebrated people in Calderdale and Kirklees for their contribution to helping people in such a trying time, but we know there are thousands of people who will have reached out to support someone.

Unfortunately, there have been impacts to health and care that are less positive. Nationally reported delays to planned care, difficulties accessing services if you are digitally excluded, and limits to visiting people residing in care homes are amongst the existent and emergent challenges that Healthwatch hears about and has raised. Wherever we can, we aim to capture both the issue, but also the potential solutions, that are shared with us. We firmly believe that the public often have the answers to some of our trickiest issues, and we are encouraging constructive discussion about how services can shift and change in a way that manages Covid risk, but doesn't limit or exclude people unnecessarily.

So what did 2020/21 look like at Healthwatch in Kirklees and Calderdale? All our staff have worked from home for 12 months; our volunteers have continued to support us but in totally new and innovative ways; we've enhanced our knowledge and skill with data analysis to help us make stronger and clearer arguments; we've strived to work in partnership wherever we can to make sure that the public's voice is heard, loud and clear, even when there are hundreds of new priorities to address.

Of course, we haven't been able to get out and about in the same way that we usually would, and that's something that the Healthwatch team really misses. That means we have tried out some totally new ways of working and found that we've had different successes with new people. Our telephone befriending service for vulnerable and older people was a triumph, with over 20 people having consistent contact with a kind and supportive person for several months. Many times this support meant better connections to other services, allowing someone to step forward in their life. We used SnapChat to engage with a group of younger people to understand where they were getting their Covid information. We asked people to "get creative" and send us poems, drawings, stories about their Covid lived experience and we learned so much from that rich and detailed information.

As always, I am unendingly proud of my fabulous colleagues, both staff and volunteers. In a trying year, we have achieved more than ever, and I can only express my gratitude for the commitment and passion of the team. Well done to you all.

**Helen Hunter
Chief Executive**

HEALTHWATCH KIRKLEES (REGISTERED NUMBER: 08456146)

Report of the Trustees for the Year Ended 31st March 2021

FINANCIAL REVIEW

Financial position

The charity has received income in the year of £317,000 (2020: £326,235), this includes £132,500 (2020: £132,000) from Calderdale MBC for Healthwatch Calderdale and NHS Complaints Advocacy and £184,500 (2020: £184,500) from Kirklees MC for the Healthwatch Kirklees contract.

Expenditure for the year was £319,582 (2020: £311,136).

The statement of financial activities shows a loss for the year of £2,582 (2020: £15,099 surplus). Unrestricted funds brought forward were £250,104, leaving unrestricted funds carried forward of £247,522.

Reserves policy

Healthwatch Kirklees aims to achieve a reserves target of £130,000 by 31st March 2024. Healthwatch Kirklees intends to reduce the unrestricted reserves of the organisation through agreed and budgeted spend to meet the organisation's objectives, as listed in the Articles of Association.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is limited company, limited by guarantee, and as such is controlled by its Memorandum and Articles of Association, dated 21 March 2013, and amended 5 February 2014

Recruitment and appointment of new trustees

The Charity board is made up of the following:-

- (a) one person nominated by each of the organisations that are members of the Charity, normally one person who holds the post of chief executive or equivalent, and
- (b) up to five persons recruited from the community served by the Charity

Liability of members

The liability of each member organisation that is a member is limited to £1, being the amount that each member undertakes to contribute to the assets of the Charity in the event of its being wound up while a member or within one year after ceasing to be a member, for:-

- (a) payment of the Charity's debts and liabilities contracted before the member ceased to be a member,
- (b) payment of the costs, charges and expenses of winding up, and
- (c) adjustment of the rights of the contributories among themselves

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

08456146 (England and Wales)

Registered Charity number

1156338

Registered office

Units 11-12
Empire House
Dewsbury
West Yorkshire
WF12 8DJ

**Report of the Trustees
for the Year Ended 31st March 2021**

Trustees

J W Booth (appointed 8/10/20)
P Bridges (resigned 8/12/20)
L Butland
A Everson (resigned 26/6/21)
M R Fennelly (appointed 26/6/21)
L C Hodgson (appointed 26/6/21)
S King
M Laher (appointed 26/6/21)
S Mirza (appointed 26/6/21)
P Peart (appointed 21/12/20)
N E Whittingham (Acting Chair)
T Wilkinson
D A Wood (appointed 21/12/20)
Y S Ukadia (resigned 8/12/20)

Company Secretary

H L Hunter

Independent Examiner

Riley & Co Limited
Chartered Accountants
52 St Johns Lane
Halifax
West Yorkshire
HX1 2BW

Chief Executive

Helen Hunter

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Healthwatch Kirklees for the purposes of company law) are responsible for preparing the Report of the Trustees 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

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

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

HEALTHWATCH KIRKLEES (REGISTERED NUMBER: 08456146)

**Report of the Trustees
for the Year Ended 31st March 2021**

Approved by order of the board of trustees on 14/12/2021 and signed on its behalf by:



.....
N E Whittingham - Trustee

**Independent Examiner's Report to the Trustees of
Healthwatch Kirklees (Registered number: 08456146)**

Independent examiner's report to the trustees of Healthwatch Kirklees ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

V J Atkinson FCA
Institute of Chartered Accountants in England and Wales
Riley & Co Limited
Chartered Accountants
52 St Johns Lane
Halifax
West Yorkshire
HX1 2BW



Date: 15 December 2021

HEALTHWATCH KIRKLEES

Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31st March 2021

| | | 31/3/21 Unrestricted fund £ | 31/3/20 Total funds £ |
|------------------------------------|-------|--------------------------------------|--------------------------------|
| INCOME AND ENDOWMENTS FROM | Notes | | |
| Donations and legacies | 2 | - | 6,000 |
| Charitable activities | 3 | | |
| Healthwatch Calderdale | | 132,500 | 132,000 |
| Healthwatch Kirklees | | 184,500 | 188,235 |
| Total | | 317,000 | 326,235 |
| EXPENDITURE ON | | | |
| Charitable activities | 4 | | |
| Healthwatch Calderdale | | 131,161 | 130,370 |
| Healthwatch Kirklees | | 180,921 | 180,766 |
| Investment & core activities | | 7,500 | - |
| Total | | 319,582 | 311,136 |
| NET INCOME/(EXPENDITURE) | | (2,582) | 15,099 |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward | | 250,104 | 235,005 |
| TOTAL FUNDS CARRIED FORWARD | | 247,522 | 250,104 |

The notes form part of these financial statements

HEALTHWATCH KIRKLEES (REGISTERED NUMBER: 08456146)

**Balance Sheet
31st March 2021**

| | Notes | 31/3/21 Total funds £ | 31/3/20 Total funds £ |
|--|-------|--------------------------------|--------------------------------|
| FIXED ASSETS | | | |
| Tangible assets | 11 | - | 237 |
| CURRENT ASSETS | | | |
| Debtors | 12 | 8,240 | 5,549 |
| Cash at bank | | 264,699 | 256,454 |
| | | <u>272,939</u> | <u>262,003</u> |
| CREDITORS | | | |
| Amounts falling due within one year | 13 | (25,417) | (12,136) |
| | | <u>247,522</u> | <u>249,867</u> |
| NET CURRENT ASSETS | | | |
| | | <u>247,522</u> | <u>249,867</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>247,522</u> | <u>250,104</u> |
| NET ASSETS | | <u>247,522</u> | <u>250,104</u> |
| FUNDS | 14 | | |
| Unrestricted funds: | | | |
| General fund | | <u>247,522</u> | <u>250,104</u> |
| TOTAL FUNDS | | <u>247,522</u> | <u>250,104</u> |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

HEALTHWATCH KIRKLEES (REGISTERED NUMBER: 08456146)

**Balance Sheet - continued
31st March 2021**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 14/12/2021 and were signed on its behalf by:



N E Whittingham - Trustee

The notes form part of these financial statements

HEALTHWATCH KIRKLEES

Notes to the Financial Statements for the Year Ended 31st March 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised 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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

| | |
|-----------------------|----------------|
| Fixtures and fittings | - 25% on cost |
| Computer equipment | - 100% on cost |

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of any restricted fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued for the Year Ended 31st March 2021

2. DONATIONS AND LEGACIES

| | 31/3/21 £ | 31/3/20 £ |
|--------|--------------|--------------|
| Grants | - | 6,000 |
| | <u>-</u> | <u>6,000</u> |

Grants received, included in the above, are as follows:

| | 31/3/21 £ | 31/3/20 £ |
|---------------------|--------------|--------------|
| NHSE Ten Year grant | - | 5,000 |
| Toolkit HWE grant | - | 1,000 |
| | <u>-</u> | <u>6,000</u> |
| | <u>-</u> | <u>6,000</u> |

3. INCOME FROM CHARITABLE ACTIVITIES

| | Healthwatch Calderdale £ | Healthwatch Kirklees £ | 31/3/21 Total activities £ | 31/3/20 Total activities £ |
|------------------------------------|--------------------------------|------------------------------|-------------------------------------|-------------------------------------|
| Kirklees MC - Healthwatch contract | - | 184,500 | 184,500 | 184,500 |
| Calderdale MBC - Healthwatch / NHS | 132,500 | - | 132,500 | 132,000 |
| Complaints Advocacy | - | - | - | 3,073 |
| Public Health Project | - | - | - | 662 |
| Other charitable income | - | - | - | - |
| | <u>132,500</u> | <u>184,500</u> | <u>317,000</u> | <u>320,235</u> |

4. CHARITABLE ACTIVITIES COSTS

| | Direct Costs (see note 5) £ | Support costs (see note 6) £ | Totals £ |
|------------------------------|--------------------------------------|---------------------------------------|----------------|
| Healthwatch Calderdale | 130,462 | 699 | 131,161 |
| Healthwatch Kirklees | 179,851 | 1,070 | 180,921 |
| Investment & core activities | 7,500 | - | 7,500 |
| | <u>317,813</u> | <u>1,769</u> | <u>319,582</u> |

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued for the Year Ended 31st March 2021

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

| | 31/3/21 | 31/3/20 |
|------------------------------------|----------------|----------------|
| | £ | £ |
| Staff costs | 255,212 | 243,525 |
| Rates and water | 435 | 428 |
| Insurance | 2,191 | 2,278 |
| Telephone and internet | 1,324 | 1,920 |
| Postage and stationery | 676 | 1,534 |
| Advertising | 360 | 1,662 |
| Sundries | 7,360 | 2,615 |
| Rent | 19,630 | 20,754 |
| Computer repairs and maintenance | 12,688 | 6,884 |
| Training | 933 | - |
| Motor and travel expenses | 4,821 | 10,532 |
| Consultancy fees | 120 | 2,210 |
| Management and administration fees | 11,625 | 11,807 |
| Bank charges | 201 | 210 |
| Depreciation | 237 | 3,091 |
| | <u>317,813</u> | <u>309,450</u> |

6. SUPPORT COSTS

| | Governance costs |
|------------------------|------------------|
| | £ |
| Healthwatch Calderdale | 699 |
| Healthwatch Kirklees | 1,070 |
| | <u>1,769</u> |

Support costs, included in the above, are as follows:

| | Healthwatch Calderdale | Healthwatch Kirklees | 31/3/21 Total activities | 31/3/20 Total activities |
|----------------------------|------------------------|----------------------|--------------------------|--------------------------|
| | £ | £ | £ | £ |
| Accountancy and legal fees | <u>699</u> | <u>1,070</u> | <u>1,769</u> | <u>1,686</u> |

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued for the Year Ended 31st March 2021

7. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

| | 31/3/21 | 31/3/20 |
|-----------------------------|---------|---------|
| | £ | £ |
| Depreciation - owned assets | 237 | 3,091 |

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2021 nor for the year ended 31st March 2020.

9. STAFF COSTS

| | 31/3/21 | 31/3/20 |
|-----------------------|---------|---------|
| | £ | £ |
| Wages and salaries | 224,617 | 211,315 |
| Social security costs | 14,872 | 17,264 |
| Other pension costs | 15,723 | 14,946 |
| | 255,212 | 243,525 |

The average monthly number of employees during the year was as follows:

| | 31/3/21 | 31/3/20 |
|-----------------------|---------|---------|
| Management | 1 | 1 |
| Charitable activities | 9 | 9 |
| | 10 | 10 |

No employees received emoluments in excess of £60,000.

The key management personnel of the charity have been identified as the directors of Kirklees and Calderdale Healthwatch. The aggregate employment benefits, including employers national insurance and pension contributions, for these key management personnel for the year was £49,493 (2020 : £48,839). The remuneration of the key management is set by the trustee board and reviewed annually.

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued
for the Year Ended 31st March 2021

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted fund £ |
|------------------------------------|---------------------------|
| INCOME AND ENDOWMENTS FROM | |
| Donations and legacies | 6,000 |
| Charitable activities | |
| Healthwatch Calderdale | 132,000 |
| Healthwatch Kirklees | 188,235 |
| Total | 326,235 |
| EXPENDITURE ON | |
| Charitable activities | |
| Healthwatch Calderdale | 130,370 |
| Healthwatch Kirklees | 180,766 |
| Total | 311,136 |
| NET INCOME | 15,099 |
| RECONCILIATION OF FUNDS | |
| Total funds brought forward | 235,005 |
| TOTAL FUNDS CARRIED FORWARD | 250,104 |

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued for the Year Ended 31st March 2021

11. TANGIBLE FIXED ASSETS

| | Fixtures and fittings £ | Computer equipment £ | Totals £ |
|---------------------------------------|----------------------------------|----------------------------|-------------|
| COST | | | |
| At 1st April 2020 and 31st March 2021 | 2,357 | 27,926 | 30,283 |
| DEPRECIATION | | | |
| At 1st April 2020 | 2,120 | 27,926 | 30,046 |
| Charge for year | 237 | - | 237 |
| At 31st March 2021 | 2,357 | 27,926 | 30,283 |
| NET BOOK VALUE | | | |
| At 31st March 2021 | - | - | - |
| At 31st March 2020 | 237 | - | 237 |

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31/3/21 £ | 31/3/20 £ |
|--------------------------------|--------------|--------------|
| Trade debtors | - | 450 |
| Other debtors | 2,117 | 449 |
| VAT | - | 36 |
| Prepayments and accrued income | 6,123 | 4,614 |
| | 8,240 | 5,549 |

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued
for the Year Ended 31st March 2021

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31/3/21 | 31/3/20 |
|---------------------------------|---------------|---------------|
| | £ | £ |
| Trade creditors | 7,061 | 3,087 |
| Social security and other taxes | 5,048 | 4,387 |
| VAT | 6,056 | - |
| Credit Card | 67 | 341 |
| Accruals and deferred income | 7,185 | 4,321 |
| | <u>25,417</u> | <u>12,136</u> |

14. MOVEMENT IN FUNDS

| | At 1/4/20 | Net movement in funds | At 31/3/21 |
|---------------------------|----------------|-----------------------|----------------|
| | £ | £ | £ |
| Unrestricted funds | | | |
| General fund | 250,104 | (2,582) | 247,522 |
| | <u>250,104</u> | <u>(2,582)</u> | <u>247,522</u> |
| TOTAL FUNDS | <u>250,104</u> | <u>(2,582)</u> | <u>247,522</u> |

Net movement in funds, included in the above are as follows:

| | Incoming resources | Resources expended | Movement in funds |
|---------------------------|--------------------|--------------------|-------------------|
| | £ | £ | £ |
| Unrestricted funds | | | |
| General fund | 317,000 | (319,582) | (2,582) |
| | <u>317,000</u> | <u>(319,582)</u> | <u>(2,582)</u> |
| TOTAL FUNDS | <u>317,000</u> | <u>(319,582)</u> | <u>(2,582)</u> |

Comparatives for movement in funds

| | At 1/4/19 | Net movement in funds | At 31/3/20 |
|---------------------------|----------------|-----------------------|----------------|
| | £ | £ | £ |
| Unrestricted funds | | | |
| General fund | 235,005 | 15,099 | 250,104 |
| | <u>235,005</u> | <u>15,099</u> | <u>250,104</u> |
| TOTAL FUNDS | <u>235,005</u> | <u>15,099</u> | <u>250,104</u> |

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued
for the Year Ended 31st March 2021

14. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 326,235 | (311,136) | 15,099 |
| TOTAL FUNDS | <u>326,235</u> | <u>(311,136)</u> | <u>15,099</u> |

A current year 12 months and prior year 12 months combined position is as follows:

| | At 1/4/19 £ | Net movement in funds £ | At 31/3/21 £ |
|---------------------------|----------------|----------------------------------|--------------------|
| Unrestricted funds | | | |
| General fund | 235,005 | 12,517 | 247,522 |
| TOTAL FUNDS | <u>235,005</u> | <u>12,517</u> | <u>247,522</u> |

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 643,235 | (630,718) | 12,517 |
| TOTAL FUNDS | <u>643,235</u> | <u>(630,718)</u> | <u>12,517</u> |

HEALTHWATCH KIRKLEES

Notes to the Financial Statements - continued for the Year Ended 31st March 2021

15. RELATED PARTY DISCLOSURES

During the prior year the charity used the premises at Huddersfield Mission for its board and volunteer meetings. Paul Bridges, a trustee of Healthwatch Kirklees, is Mission Manager at Huddersfield Mission.

Room hire and refreshment costs paid in this financial year were £Nil (2020 : £259), the balance outstanding at the end of this financial year was £Nil (2020 : £Nil).

The charity rents offices and receives associated management services from Kirklees Citizens Advice and Law Centre, Nick Whittingham a trustee of Healthwatch Kirklees is the Chief Executive at Kirklees Citizens Advice and Law Centre.

Rent, service charge and management fees paid in the year were £25,387 (2020 : £25,559), the balance outstanding at the year end was £6,528 (2020 : £Nil).

16. ULTIMATE CONTROLLING PARTY

The charity is under the control of the board of trustees.

HEALTHWATCH KIRKLEES

Detailed Statement of Financial Activities for the Year Ended 31st March 2021

| | 31/3/21 £ | 31/3/20 £ |
|---|----------------|----------------|
| INCOME AND ENDOWMENTS | | |
| Donations and legacies | | |
| Grants | - | 6,000 |
| Charitable activities | | |
| Kirklees MC - Healthwatch contract | 184,500 | 184,500 |
| Calderdale MBC - Healthwatch / NHS Complaints | | |
| Advocacy | 132,500 | 132,000 |
| Public Health Project | - | 3,073 |
| Other charitable income | - | 662 |
| | <u>317,000</u> | <u>320,235</u> |
| Total incoming resources | 317,000 | 326,235 |
| EXPENDITURE | | |
| Charitable activities | | |
| Wages | 224,617 | 211,315 |
| Social security | 14,872 | 17,264 |
| Pensions | 15,723 | 14,946 |
| Rates and water | 435 | 428 |
| Insurance | 2,191 | 2,278 |
| Telephone and internet | 1,324 | 1,920 |
| Postage and stationery | 676 | 1,534 |
| Advertising | 360 | 1,662 |
| Sundries | 7,360 | 2,615 |
| Rent | 19,630 | 20,754 |
| Computer repairs and maintenance | 12,688 | 6,884 |
| Training | 933 | - |
| Motor and travel expenses | 4,821 | 10,532 |
| Consultancy fees | 120 | 2,210 |
| Management and administration fees | 11,625 | 11,807 |
| Bank charges | 201 | 210 |
| Fixtures and fittings | 237 | 237 |
| Depreciation - computer equipment | - | 2,854 |
| | <u>317,813</u> | <u>309,450</u> |
| Support costs | | |

This page does not form part of the statutory financial statements

HEALTHWATCH KIRKLEES

Detailed Statement of Financial Activities
for the Year Ended 31st March 2021

| | 31/3/21 £ | 31/3/20 £ |
|----------------------------|--------------|--------------|
| Support costs | | |
| Governance costs | | |
| Accountancy and legal fees | 1,769 | 1,686 |
| Total resources expended | 319,582 | 311,136 |
| Net (expenditure)/income | (2,582) | 15,099 |

This page does not form part of the statutory financial statements