
HEALTHWATCH SALFORD
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

HEALTHWATCH SALFORD
(A company limited by guarantee)

CONTENTS

	Page
Reference and administrative details of the Company, its Trustees and advisers	1
Trustees' report	2 - 5
Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the financial statements	9 - 18

HEALTHWATCH SALFORD
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2023**

Trustees	Philip Morgan, Chair Samantha Cook, Non-Exec (resigned 17 June 2022) Rimpy Batta, Vice Chair Waqar-Un-Nisa Khan, Non-Exec Julhas Ahmed, Non-Exec Yen Siang Tan, Non-Exec (appointed 2 November 2022) Jacqueline Leigh, Non-Exec (resigned 17 August 2022)
Company registered number	09563358
Charity registered number	1171170
Registered office	The Old Town Hall Irwell Place Eccles Manchester M30 0FN
Company secretary	Samantha Cook
Chief executive officer	Samantha Cook (appointed 20 June 2022)
Accountants	Crowe U.K. LLP Chartered Accountants 3rd floor The Lexicon Mount Street Manchester M2 5NT

HEALTHWATCH SALFORD
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their annual report together with the financial statements of the Company for the year 1 April 2022 to 31 March 2023. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Healthwatch Salford's aim is to ensure local people are at the heart of the planning and delivery of health and social care services in Salford.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

Healthwatch Salford's strategy 2021 - 2024 sets out the organisations strategic objectives aligned to our vision statement of health and care system that is accessible and equitable for everyone.

The strategic objectives are;

1. Seeking the views of people on their experience of needing or using health, public health and social care services.
2. Seeking the views of people whose voice and views are seldom heard and reduce the multiple barriers that some people face in being heard, we will then use their views to bring about improvements.
3. Acting on what we hear to bring about improvements in health and care policy and practice.
4. A sustainable and high performing organisation.

Healthwatch Salford's 'A Plan for The Year 2023/2024' continues to build on and inform the actions agreed to achieve our strategic objectives. The plan focuses on embedding Healthwatch Salford into the communities of Salford raising awareness, thus ensuring the voice of the Salford people continues to be at the heart of everything we do. As in previous years, projects/priorities will cover multiple special delivery functions (SDF) to offer a holistic approach, from public engagement, service redesign, statutory functions, advice, information, signposting and reporting to ensure feedback and best practice is be shared locally, regionally (Greater Manchester) and nationally.

HEALTHWATCH SALFORD
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Objectives and activities (continued)

c. Activities undertaken to achieve objectives

- We heard from 1923 people this year about their experiences of health and social care in Salford via our surveys and our projects.
- 3183 people came to us for clear advice and signposting information about topics such as mental health and the cost-of-living crisis, via our feedback and signposting service and by visiting the advice pages on our website.
- We published 10 reports about the improvements people would like to see to health and social care services in Salford. All of our reports are available to view on our website – paper copies can be requested from the office.
- 28 volunteers helped us to carry out our work. In total, they contributed 240 hours of their time to support our work.
- Face to face engagement with the public continued to be a priority as well as continuing the Silent Voices group working with our deaf champions from the d/Deaf community in Salford.

d. Main activities undertaken to further the Company's purposes for the public benefit

Healthwatch Salford's main statutory functions and activities are to:

1. Obtain the views of people about their needs and experience of local health and social care services. Local Healthwatch make these views known to those involved in the commissioning and scrutiny of care services.
2. Make reports and make recommendations about how those services could or should be improved.
3. Promote and support the involvement of people in the monitoring, commissioning and provision of local health and social care services.
4. Provide information and advice to the public about accessing health and social care services and the options available to them.
5. Make the views and experiences of people known to Healthwatch England, helping us to carry out our role as national champion.
6. Make recommendations to Healthwatch England to advise the CQC to carry out special reviews or investigations into areas of concern.

Achievements and performance

a. Main achievements of the Company

The work of Healthwatch Salford continues to be supported by Salford City Council. Healthwatch Salford continue to be an independent organisation. During the year, the organisation made a surplus of £13,668 (2022: deficit of £32,492) which has resulted in a sum carried forward of £113,756 (2022: £100,088). Healthwatch Salford has been recognised by the National Centre for Diversity in being a top 100 most inclusive workplaces 2021. Healthwatch Salford is an accredited Living Wage employer.

HEALTHWATCH SALFORD
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

The Trustees are aware of the balance to be sought between having a reasonable amount in reserves to ensure the good running of Healthwatch Salford, and fulfilling our aims and objectives. The target level of reserves is defined as six months worth of running costs which equates to £90,000 (2022: £90,000) which would allow Healthwatch Salford the opportunity, if necessary, to wind down its statutory function and mitigate a shortfall in income without adversely affecting activities. As at 31 March 2023, free reserves stood at £113,756 (2022: £100,088), above target. The Trustees have filled staff vacancies and expect free reserves to continue to reduce closer to the target level due to inflationary pressures.

Structure, governance and management

a. Constitution

Healthwatch Salford is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association.

b. Methods of appointment or election of Trustees

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

HEALTHWATCH SALFORD
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company 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 Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on
and signed on their behalf by:

Philip Morgan
(Trustee)

HEALTHWATCH SALFORD
(A company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

Independent Examiner's Report to the Trustees of Healthwatch Salford ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and Basis of Report

As the Trustees of the Company (and 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 the Company's accounts 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

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.

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed:

Dated:

HEALTHWATCH SALFORD
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2023**

	Note	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:				
Charitable activities	4	166,520	166,520	175,520
Other income	5	56,606	56,606	-
Total income		223,126	223,126	175,520
Expenditure on:				
Charitable activities	6	209,458	209,458	208,012
Total expenditure		209,458	209,458	208,012
Net movement in funds		13,668	13,668	(32,492)
Reconciliation of funds:				
Total funds brought forward		100,088	100,088	132,580
Net movement in funds		13,668	13,668	(32,492)
Total funds carried forward		113,756	113,756	100,088

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

The notes on pages 9 to 18 form part of these financial statements.

HEALTHWATCH SALFORD
(A company limited by guarantee)
REGISTERED NUMBER: 09563358

BALANCE SHEET
AS AT 31 MARCH 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	11	2,001	2,184
		<u>2,001</u>	<u>2,184</u>
Current assets			
Debtors	12	2,325	2,419
Cash at bank and in hand		119,905	109,111
		<u>122,230</u>	<u>111,530</u>
Creditors: amounts falling due within one year	13	(10,475)	(13,626)
Net current assets		<u>111,755</u>	<u>97,904</u>
Total net assets		<u><u>113,756</u></u>	<u><u>100,088</u></u>
Charity funds			
Restricted funds	14	-	-
Unrestricted funds	14	113,756	100,088
Total funds		<u><u>113,756</u></u>	<u><u>100,088</u></u>

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on and signed on their behalf by:

Philip Morgan

The notes on pages 9 to 18 form part of these financial statements.

HEALTHWATCH SALFORD
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

1. General information

Healthwatch Salford is a company limited by guarantee (Reg. No: 09563358), incorporated in England and Wales and is registered with the Charities Commission (Charity No: 1171170). The registered office can be found on page 1. The members of the company are the Trustees named on page 1. In the event of Healthwatch Salford being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Healthwatch Salford meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

Funding from the local council is reviewed on an annual basis and has been secured until March 2024. At the time of producing this, due to Procurement Laws, the Healthwatch Salford contract has been put out to tender. The Trustees are satisfied that the charitable company has sufficient resources to continue operations for the foreseeable future and the financial statements have been prepared on a going concern basis.

2.3 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

HEALTHWATCH SALFORD
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

2. Accounting policies (continued)

2.5 Tangible fixed assets and depreciation

Tangible fixed assets costing £NIL or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following basis:

Computer equipment	- 33.3% straight line
--------------------	-----------------------

2.6 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.7 Cash at bank and in hand

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

2.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.9 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

HEALTHWATCH SALFORD
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

2. Accounting policies (continued)

2.10 Pensions

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

2.11 Fund accounting

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

3. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Trustees consider that there are currently no significant estimates or areas of judgemental uncertainty.

4. Income from charitable activities

	Unrestricted funds 2023 £	Total funds 2023 £
Enabling communities to be heard	166,520	166,520
	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Enabling communities to be heard	175,520	175,520

HEALTHWATCH SALFORD
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

5. Other incoming resources

	Unrestricted funds 2023 £	Total funds 2023 £	<i>Total funds 2022 £</i>
Engagement work	56,606	56,606	-

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2023 £	Total 2023 £
Enabling communities to be heard	209,458	209,458

	<i>Unrestricted funds 2022 £</i>	<i>Total 2022 £</i>
Enabling communities to be heard	208,012	208,012

7. Analysis of expenditure by activities

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £
Enabling communities to be heard	35,610	173,848	209,458

HEALTHWATCH SALFORD
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

7. Analysis of expenditure by activities (continued)

	<i>Activities undertaken directly 2022 £</i>	<i>Support costs 2022 £</i>	<i>Total funds 2022 £</i>
Enabling communities to be heard	27,903	180,109	208,012

Analysis of support costs

	Enabling communities to be heard 2023 £	Total funds 2023 £
Staff costs	145,021	145,021
Depreciation	2,771	2,771
Carriage Costs	741	741
Staff Development	61	61
Rent	7,200	7,200
Communication	5,018	5,018
Professional Fees	3,289	3,289
Licences & Subscriptions	830	830
Accountancy Fees	7,788	7,788
Insurance	1,009	1,009
Bank Charges	120	120
	173,848	173,848

HEALTHWATCH SALFORD
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

7. Analysis of expenditure by activities (continued)

Analysis of support costs (continued)

	<i>Enabling communities to b 2022 £</i>	<i>Total funds 2022 £</i>
Staff costs	155,145	155,145
Depreciation	2,584	2,584
Carriage Costs	277	277
Staff Development	1,843	1,843
Rent	7,200	7,200
Communication	3,372	3,372
Professional Fees	1,476	1,476
Licences & Subscriptions	120	120
Accountancy Fees	7,028	7,028
Insurance	914	914
Bank Charges	150	150
	<u>180,109</u>	<u>180,109</u>

8. Independent examiner's remuneration

	2023 £	2022 £
Fees payable to the Company's independent examiner for the independent examination of the Company's annual accounts	<u>1,430</u>	<u>1,300</u>

9. Staff costs

	2023 £	2022 £
Wages and salaries	134,295	143,192
Social security costs	7,016	8,856
Contribution to defined contribution pension schemes	3,710	3,097
	<u>145,021</u>	<u>155,145</u>

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

HEALTHWATCH SALFORD
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

11. Tangible fixed assets (continued)

	Computer equipment £
Net book value	
At 31 March 2023	2,001
At 31 March 2022	2,184

12. Debtors

	2023 £	2022 £
Due within one year		
Other debtors	-	750
Prepayments and accrued income	2,325	1,669
	2,325	2,419

13. Creditors: Amounts falling due within one year

	2023 £	2022 £
Trade creditors	2,042	3,769
Other taxation and social security	3,117	3,538
Other creditors	3,600	3,600
Accruals and deferred income	1,716	2,719
	10,475	13,626

HEALTHWATCH SALFORD
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

14. Statement of funds

Statement of funds - current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Balance at 31 March 2023 £
Unrestricted funds				
Reserves	100,088	223,126	(209,458)	113,756

Statement of funds - prior year

	<i>Balance at 1 April 2021 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 March 2022 £</i>
Unrestricted funds				
Reserves	132,580	175,520	(208,012)	100,088

15. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	2,001	2,001
Current assets	122,230	122,230
Creditors due within one year	(10,475)	(10,475)
Total	113,756	113,756

HEALTHWATCH SALFORD
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

15. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2022 £</i>	<i>Total funds 2022 £</i>
Tangible fixed assets	2,184	2,184
Current assets	111,530	111,530
Creditors due within one year	(13,626)	(13,626)
Total	<u>100,088</u>	<u>100,088</u>

16. Pension commitments

The Charitable Company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Charitable Company in an independently administered fund. The pension cost charge represents contributions payable by the Charitable Company to the fund and amounted to £319 (2022 - £485) were payable to the fund at the balance sheet date and are included in creditors.

17. Related party transactions

The Company has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Company at 31 March 2023.