

HEALTH SERVICES RESEARCH UK

England & Wales · Charity number 1182643

Details

Other names HSR UK

Status Registered

Legal form CIO

Registered 2019-03-26

Register [View on the Charity Commission register](#)

Contact

Address The Nuffield Trust
59 New Cavendish Street
London
W1G 7LP

Phone 02076318450

Email info@hsruk.org

Website www.hsruk.org

Activities

Objects: TO ADVANCE THE EDUCATION OF THE PUBLIC IN GENERAL (AND PARTICULARLY AMONGST THOSE INVOLVED IN HEALTH SERVICES AND IN RESEARCH) ON THE SUBJECT OF HEALTH SERVICES RESEARCH AND TO PROMOTE RESEARCH FOR THE PUBLIC BENEFIT IN ALL ASPECTS OF THAT SUBJECT AND TO PUBLISH THE USEFUL RESULTS.

Activities: HSR UK exists, as stated in our charitable object, to advance the education of the public in general (and particularly amongst those involved in health services and in research) on the subject of health services research and to promote research for the public benefit in all aspects of that subject and to publish the useful results.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** The General Public/mankind

Geography

- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£313,098	£284,271	-	-
2024-03-31	£298,259	£324,722	-	-
2023-03-31	£211,381	£213,970	-	-
2022-03-31	£125,370	£131,658	-	-
2021-03-31	£56,993	£91,433	-	-

Trustees

Name	Role	Appointed
Prof Judith Anne Smith	Chair	2019-07-01
Dr Alexandra Barrie Milsom		2026-04-07
Dr Angus Ian Gerard Ramsay		2019-07-01
Dr Ashrafunnesa Khanom		2023-07-04
Dr Gemma McKenna-Martin		2022-11-03
Dr Grace Kalat Audu		2026-04-07
Dr Mirza Lalani		2026-04-07
Kieran Michael Joseph Walshe PhD		2019-03-19
Lynn Rachel Laidlaw		2023-07-04
Nina Mei Hemmings		2022-11-03
Professor Alicia O'Cathain		2025-01-21
Professor Peter John Bower		2023-07-04
Robert Newton		2021-05-10
Rowan Dennison		2026-01-15
Temidayo Mary Ajakaiye FCCA DChA		2021-05-10

HEALTH SERVICES RESEARCH UK

England & Wales - Charity number 1182643

Accounts

Health Services Research UK

Charity Registration No. 1182643

Report and Unaudited Financial Statements
Year ended 31 March 2025

Health Services Research UK

Status: Charity registration no.: 1182643
The Charity's governing document is its Constitution dated 26 March 2019

Registered Office: The Nuffield Trust
59 New Cavendish Street
London
W1G 7LP

Executive Director Catriona Chatfield

Trustees: Judith Smith (Chair)
Temidayo Ajakaiye
Peter Bower
Gary Ford
Nina Hemmings
Ashra Khanom
Lynn Laidlaw
Gemma McKenna
Rob Newton
Alicia O'Cathain (Appointed on 2nd December 2024)
Angus Ramsay
Kieran Walshe
Yvonne Birks (Retired on 10th April 2025)
Andrew Hutchings (Retired on 21st January 2025)
Tara Lamont (Retired on 21st January 2025)
Pearl Saadi (Retired on 21st January 2025)

Bankers: CAF Bank
Kent,
ME19 4JQ

**Independent
examiner:** Shruti Soni FCCA FCIE
Shruti Soni Ltd
Chartered Certified Accountants
117A St. John's Hill
Sevenoaks TN13 3PE

Health Services Research UK

Trustees' Report for the year ended 31 March 2025

The Trustees have pleasure in presenting their Annual Report and Financial Statements for the year ended 31 March 2025.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Health Services Research UK (HSR UK) is a self-supporting membership organisation dedicated to the promotion of health services research in policy and practice. HSR UK has existed for about 18 years, originally hosted within the NHS Confederation and later Universities UK. In March 2019 HSR UK became an independent charity registered with the Charity Commission (no 1182643). The assets of HSR UK were formally transferred to the new charity from Universities UK in August 2019, therefore the year ended 31 March 2025 covered by this annual report was the fourth full financial year for the charity. HSR UK is based at the central London offices of the Nuffield Trust, a charitable health policy and research foundation, which generously provides desk space, HR and IT services in kind, in return for which we are pleased to give the Trust complimentary membership of HSR UK and several complimentary places at our annual conference.

The collective voice of UK health services – and increasingly also social care – research, HSR UK connects researchers with health service and social care leaders, managers, clinicians, and policy makers to drive evidence-based improvement and innovation in the NHS and social care. HSR UK's membership consists of organisations which have an interest or involvement in health services and social care research. Many are university departments, centres, or units; some are NHS or care organisations; others include think-tanks, research funders, consultancies and third sector organisations. HSR UK is governed by a board of up to 16 trustees, who are appointed by the members at its annual members' meeting, in accordance with the Articles of Association of the charity. Trustees may be co-opted by the board prior to appointment.

In terms of structure and management in 2024/25, HSR UK's Director, appointed in June 2022, remained in post throughout. Our Project Officer, who came into post at the start of April 2023, had a change of role to Research and Engagement Officer in February 2025. Our Communications Officer, who also started in April 2023, left the organisation in May 2024 and was not replaced. The core staff consisted of the Director and the Research and Engagement Officer throughout most of the 2024–2025 reporting period. Both core staff members work part-time.

3 trustees retired at the 2024 AGM (held in January 2025): Andrew Hutchings, Tara Lamont (both by request) and Pearl Saadi (did not stand for reappointment after retirement by rotation). The board co-opted Alicia O'Cathain in December 2024 and her appointment was approved by members at the AGM. Alicia had been shortlisted in the previous round of trustee recruitment but not appointed at that time.

Professor Peter Bower was appointed as Deputy Chair (internal recruitment), by a process led by the Nominations Committee, chaired by Angus Ramsay. Associate Professor Gemma McKenna was also appointed as Associate Deputy Chair. This is a new board leadership role, designed to support development and inclusion for trustees.

Health Services Research UK

Trustees' Report for the year ended 31 March 2025

STATEMENT ON PUBLIC BENEFIT

The objectives and activities, and achievement and performance sections of this report clearly set out the activities which the charity undertakes for the public benefit. The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the charity.

RISK MANAGEMENT

The Trustees have reviewed the major and financial risks that impact on the work of the charity. The systems that have been established enable the Trustees to review and take necessary steps to lessen these risks.

OBJECTIVES AND ACTIVITIES

HSR UK's charitable object is "to advance the education of the public in general (and particularly amongst those involved in health services and in research) on the subject of health services research and to promote research for the public benefit in all aspects of that subject and to publish the useful results."

HSR UK has three main objectives through which it achieves its charitable object:

- To convene and connect producers and users of health services and care research in the UK, and build links internationally, across Europe and globally
- To support evidence-based policy and practice in the NHS and social care, helping to mobilise health services research, build capacity and make an impact
- To influence policy leaders and funders to improve the profile and landscape of health services research, enabling it to thrive.

In 2024/25 HSR UK focused on delivering its core activities.

PROJECTS AND EVENTS

Conference

HSR UK held its 17th annual conference in July 2024 at the University of Oxford. This event was the third face to face conference since the pandemic and the first to be fully face to face, with no hybrid/digital element. This decision was made after relatively low uptake of the hybrid offer in 2023, compared to the high cost. The cost was only made viable in 2023 thanks to sponsorship from the University of Birmingham, which was unique to that event.

The conference had four plenaries, 25 research discussion session, 15 interactive workshop/learning and development sessions and 9 poster walk round presentation sessions.

We again made 3 awards for Future Leaders in Health and Social Care Research and 3 awards for Innovation in Inclusion in research.

354 people registered to attend for 3 days in Oxford. Delegates came from academic institutions, provider organisations, third sector bodies, think tanks, and government agencies, in line with previous events. We introduced a special rate for patient partners and had 17 patient and public attendees.

The conference evaluation was very positive, with 100% (143) of attendees responding to the evaluation rating the conference as either 'excellent', 'very good' or 'good' overall. The evaluation identified several activities which were positively received: the range of topics; the increased opportunities for discussion within sessions; the more spacious programme and opportunities to connect and network in person. It also identified areas for improvement, which included: clashing sessions of interest, a desire for more four nations or international content and the difficulty of making time for a three day event. Delegates also wanted to see more social events or other activities throughout the conference. This evaluation then informed design of the 2025 conference.

We welcomed sponsorship for the conference from The Health Foundation, who delivered a sponsored workshop, Elsevier and our exhibitors.

Health and Care workforce

We held a second webinar in partnership with the Shelford group (the organisation representing the largest NHS teaching hospital trusts in England) in May 2024, bringing together researchers and those leading locally on workforce decisions in practice. This webinar focused on a theme of "Reform", looking at research on both skill mix and new roles in the NHS, with discussions around how lessons from this research could lead to changes in practice.

Inclusion in Careers project

This three-year project continued throughout 2024–2025. Work included undertaking a national survey to establish the demographics and lived experiences relating to inclusion, opportunities and progression among the health services and social care research (HSR) workforce. This work was underpinned by a literature review looking at evidence from research careers in other sectors and a series of interviews to further understand researchers' lived experiences.

As an extension of this work, HSR UK also undertook a project to explore the feasibility of a new undergraduate social research apprenticeship within the health services and social care research sector. Activities related to this project during 2024–2025 included convening a round table of experts to discuss feasibility. Participants included academic partners, The Health Foundation, the organisation delivering the apprenticeship education programme and other organisations involved in the Trailblazer group which led on creating the apprenticeship.

PARTNERSHIPS

International collaboration

We rekindled connections with organisations with a similar role during 2024–2025. This culminated in a collaboration between HSR UK, the Canadian Association for Health Services and Policy Research (CAHSPR), and the Health Services Research Association of Australia and New Zealand (HSRAANZ) to enable discounted tickets to the conferences organised by each of the collaboration partners. This meant that HSR UK members could now attend international conferences with reduced registration fees, broadening their network, and gaining insights from experts worldwide. We continue to value these relationships and to exchange ideas about how we can collaborate further together, for example discussing how our organisations are responding to geopolitical situations.

Health Services Research UK

Trustees' Report for the year ended 31 March 2025

Networks

The Heads of Centre network became further established throughout 2024–2025, with several virtual meetings. This informal group of heads of member health and social care research centres and other bodies offers an opportunity to formulate a UK sector-wide response to issues of relevance to HSR UK members. HSR UK led on a response to the consultation around the 10 Year Plan for the NHS in England, with collaboration from across Heads of Centre members.

We also explored further bolstering our support for Earlier Career Researchers (ECRs) during 2024–2025. We hosted a networking event specifically for ECRs at our annual conference. This had mixed feedback, with ECRs appreciating the opportunity to meet with each other but looking for more peer-to-peer connections rather than hearing from those further on in their careers. We established our Early Career Researcher advisory group who met in March 2025, in order to get more input on how we can best support this section of our membership.

MEMBERSHIP

There were 29 organisational members in 2024–25. Five members did not renew in 2024–2025, most citing reduced funding as a barrier to membership. We had just under 4000 individuals on our mailing list, with approximately 3,400 actively subscribed to our monthly email.

ACHIEVEMENTS AND PERFORMANCE

This has been a stable year for HSR UK as we continued to deliver our core activities and consolidated new initiatives such as the health and care workforce forum and heads of centre network. The conference was well received, despite some difficulties with the venue and catering. We have less resource in our administrative/executive team which has restricted our ability to expand our activities. The annual conference contributed to making the charity financially stable and ensured that HSR UK continued to engage with and support the health services and social care research community.

Financially the charity was able to remain stable, however we will need to carefully control our costs in 2025/2026 and explore opportunities to build further partnerships and diversify its income in the future.

FINANCIAL REVIEW

During the year, the Charity's income totalled £313,098 (2024: £298,259) of which £230,098 (2024: £262,885) was unrestricted income. In addition to this, funds of £61,728 (2024: £88,191) were brought forward from the previous year. Resources expended totalled £284,271 (2024: £324,722) of which £61,675 (2024: £36,574) were from restricted grants and £222,596 (2024: £288,148) were from general funds and conference income.

Total funds carried forward to 2024/25 were £90,555 (2024: £61,728) of which £27,000 (2024: £5,675) were restricted and £63,555 (2024: £56,053) were unrestricted. Conference registrations and membership fees of £27,617 (2024: £19,719) invoiced during the year were deferred to next financial year.

Health Services Research UK

Trustees' Report for the year ended 31 March 2025

HSR UK's reserves policy is set out below. It is reviewed annually by the Trustees when they consider and approve the charity's annual report and accounts before they are presented at the annual members' meeting and then submitted to the Charity Commission. It takes account of guidance issued by the Charity Commission on setting and reviewing a charity's reserves policy (CC19).

RESERVES POLICY

HSR UK's reserves policy was reviewed and updated in 2025 with reference to the 2024–2025 financial period. The purpose of our reserves policy is to ensure that HSR UK can continue to operate sustainably in the face of unexpected circumstances (such as drop in income or increase in costs which was not foreseen) and to enable HSR UK to take advantage of new opportunities consistent with its objectives when they arise. To that end, we seek to maintain a sustainable level of reserve.

The Board of Trustees has agreed the reserves should be based on the following imperatives:

- Unforeseen emergency or other unexpected need
- Small contingency to meet unforeseen operational costs
- Uncertainty over future income
- Working capital to cover 'troughs' in the cash budget

Combining these elements gives a target amount for reserves of £15,000. At the end of the financial year 2024/2025, the final balance of unrestricted funds was £63,555.

PLANS FOR FUTURE

In 2025–26, HSR UK will focus on delivering the careers inclusion project and other activities related to inclusion and career development. This will include reviewing our offer to earlier career researchers. We will finalise the Research Engaged boards project and build our advocacy work and our heads of centres network. We will also explore how to extend our reach and networks and to further support researchers to connect, for example through special interest groups. We will build on activities related to patient and public involvement and engagement. We plan to recruit new trustees and to expand the perspectives and experience on our board. We will focus on maintaining financial stability and other ways we can partner to support awareness of health services research, for example collaborating with research teams on dissemination.


STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). In preparing these financial statements, the trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the Trust's transactions and disclose with reasonable accuracy at any time the financial position of the Trust and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 14 January 2026 and signed on their behalf by:

Signed  (Trustee)

Name Temidayo Ajakaiye

Independent Examiner's Report to the Trustees of Health Services Research UK

I report on the financial statements of the Trust for the year ended 31 March 2025 as set out on pages 9 to 17.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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

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.

Shruti Soni

Shruti Soni FCCA FCIE

Shruti Soni Ltd ● Chartered Certified Accountants
117A St. John's Hill, Sevenoaks TN13 3PE

Date: 19/1/2026

Health Services Research UK

Statement of financial activities

For the year ended 31 March 2025

	Note	Unrestricted £	Restricted £	2025 Total £	Unrestricted £	Restricted £	2024 Total £
Income from:							
Donations and legacies	2	-	83,000	83,000	9,800	35,374	45,174
Charitable activities	3						
Research and education		229,960	-	229,960	252,875	-	252,875
Investments		138	-	138	210	-	210
Total income		230,098	83,000	313,098	262,885	35,374	298,259
Expenditure on:							
Charitable activities							
Research & education	4	222,596	61,675	284,271	288,148	36,574	324,722
Total expenditure		222,596	61,675	284,271	288,148	36,574	324,722
Net income/(expenditure) for the year		7,502	21,325	28,827	(25,263)	(1,200)	(26,463)
Net movement in funds		7,502	21,325	28,827	(25,263)	(1,200)	(26,463)
Reconciliation of funds:							
Total funds brought forward		56,053	5,675	61,728	81,316	6,875	88,191
Total funds carried forward	14	63,555	27,000	90,555	56,053	5,675	61,728

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 14 to the financial statements.

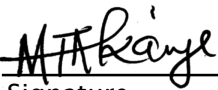
Health Services Research UK

Balance sheet

As at 31 March 2025

	Note	£	2025 £	£	2024 £
Fixed assets:					
Tangible assets	9		704		1,910
Current assets:					
Debtors	10	103,040		41,555	
Cash at bank and in hand		62,255		86,286	
		<u>165,295</u>		<u>127,841</u>	
Liabilities:					
Creditors: amounts falling due within one year	11	75,444		68,023	
Net current assets			<u>89,851</u>		<u>59,818</u>
Total net assets			<u><u>90,555</u></u>		<u><u>61,728</u></u>
The funds of the charity:					
Restricted income funds	14		27,000		5,675
Unrestricted income funds:					
General funds		63,555		56,053	
Total unrestricted funds		<u>63,555</u>		<u>56,053</u>	
Total charity funds			<u><u>90,555</u></u>		<u><u>61,728</u></u>

The financial statements were approved and authorised for issue by the Board on 14 January 2026.
Signed on behalf of the board of trustees



Signature

Temidayo Ajakaiye

Name

Trustee

1 Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP FRS 102 1A), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and UK GAAP.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) – (Charities SORP FRS 102 1A) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

b) Public benefit entity

The Trust meets the definition of a public benefit entity under FRS 102.

c) Going concern

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Key judgements that the Trust has made which have a significant effect on the accounts include estimating accrued income for gift aid claim.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income received in advance membership fees related to future years is deferred to the year to which they relate.

e) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

1 Accounting policies (continued)

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

- Costs of raising funds relate to the costs incurred by the Trust in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- Expenditure on charitable activities includes the costs undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity.

However, the cost of overall direction, support and administration of each activity, is apportioned to Research and Education in full.

i) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £250. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- Computer equipment 3 years

For the year ended 31 March 2025

1 Accounting policies (continued)

j) Debtors

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

k) Cash at bank and in hand

Cash at bank and cash 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. Cash balances exclude any funds held on behalf of service users.

l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Income from donations, grants and legacies

	Unrestricted £	Restricted £	2025 Total £	2024 Total £
Health Foundation	–	83,000	83,000	37,800
University of Birmingham	–	–	–	7,374
	–	83,000	83,000	45,174

3 Income from charitable activities

	Unrestricted £	Restricted £	2025 Total £	2024 Total £
Research and education				
Membership fees	21,552	–	21,552	20,071
Conference Income	148,408	–	148,408	172,804
NIHR Evaluation, Trials and Studies Coordinating Centre (NETSCC)	60,000	–	60,000	60,000
Total income from charitable activities	229,960	–	229,960	252,875

Health Services Research UK
Notes to the financial statements
For the year ended 31 March 2025

4 Analysis of expenditure

	Charitable activity		
	Research & education	Support costs	2025 Total
	£	£	£
Staff costs (Note 5)	149,969	-	149,969
Trustee recruitment and expenses	-	1,857	1,857
Conference costs	110,353	-	110,353
Website, promotion and newsletter	258	-	258
Legal and professional fees	2,880	-	2,880
Insurance	-	1,779	1,779
Independent examination	-	1,740	1,740
IT & software costs	10,562	1,072	11,634
Depreciation	-	1,206	1,206
General Admin and Bank Charges	-	2,595	2,595
	<u>274,022</u>	<u>10,249</u>	<u>284,271</u>
Total expenditure on charitable activities 2025	274,022	10,249	284,271

Of the total expenditure in 2025, £222,596 (2024: £288,148) was unrestricted and £61,675 (2024: £36,574) was restricted.

	Charitable activity		
	Research & education	Support costs	2024 Total
	£	£	£
Staff costs (Note 5)	185,201	-	185,201
Recruitment	2,520	-	2,520
Trustee recruitment and expenses	-	220	220
Project costs	1,320	-	1,320
Conference costs	119,424	-	119,424
Website, promotion and newsletter	3,760	-	3,760
Legal and professional fees	3,954	-	3,954
Insurance	-	2,088	2,088
Independent examination	-	1,704	1,704
IT & software costs	-	561	561
Depreciation	-	1,582	1,582
General Admin and Bank Charges	-	2,388	2,388
	<u>316,179</u>	<u>8,543</u>	<u>324,722</u>
Total expenditure on charitable activities 2025	316,179	8,543	324,722

5 Staff costs and cost of key management personnel

Staff costs were as follows:

	2025 £	2024 £
Salaries and wages	117,925	151,598
Social security costs	13,508	15,842
Employer's contribution to defined contribution pension schemes	18,536	17,761
	<u>149,969</u>	<u>185,201</u>

No employee earned more than £60,000 during the year.

6 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2025 No.	2024 No.
Charitable activities	2.2	3.4
	<u>2.2</u>	<u>3.4</u>

7 Related party transactions

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

Key management personnel are the Trustees of the charity and the Executive Director.

There are no related party transactions to disclose for 2025 (2024: none). The charity trustees were not paid or received any other benefits from employment with the charity in the year. No charity trustee received payment for professional or other services supplied to the charity (2024: £nil). Six charity trustees received reimbursement of travel and subsistence costs related to attendance at an away day for trustees of £1,128 (2024 £nil). Two charity trustees received reimbursement of travel and subsistence costs related to the annual conference of £730 (2024 £220).

8 Taxation

The Trust is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

9 Tangible fixed assets

	Computer equipment £	Total 2025 £	Total 2024 £
Cost or valuation			
At the start of the year	6,958	6,958	4,845
Additions in year	-	-	2,113
At the end of the year	6,958	6,958	6,958
Depreciation			
At the start of the year	5,048	5,048	3,466
Charge for the year	1,206	1,206	1,582
At the end of the year	6,254	6,254	5,048
Net book value			
At the end of the year	704	704	1,910

10 Debtors

	2025 £	2024 £
Trade debtors	18,040	-
Accrued income	85,000	39,800
Other debtors	-	1,755
	103,040	41,555

11 Creditors: amounts falling due within one year

	2025 £	2024 £
Accruals	47,827	48,304
Deferred income	27,617	19,719
	75,444	68,023

12 Deferred income

Deferred income comprises membership fees invoiced or received during the year that relate to

	2025 £	2024 £
Balance at the beginning of the year	19,719	26,745
Amount released to income in the year	(19,719)	(16,643)
Amount deferred in the year	27,617	9,617
Balance at the end of the year	27,617	19,719

13 Analysis of net assets between funds

	2025		Total funds £
	General unrestricted £	Restricted fund £	
Tangible fixed assets	704	-	704
Net current assets	62,851	27,000	89,851
Net assets at the end of the year	63,555	27,000	90,555

14 Movements in funds

	At 1 April 2024 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2025 £
Restricted funds:					
Health Foundation – Strategy	5,675	-	(5,675)	-	-
Health Foundation – Careers Inclusion	-	83,000	(56,000)	-	27,000
Total restricted funds	5,675	83,000	(61,675)	-	27,000
Unrestricted funds:					
General funds	56,053	230,098	(222,596)	-	63,555
Total unrestricted funds	56,053	230,098	(222,596)	-	63,555
Total funds	61,728	313,098	(284,271)	-	90,555

	At 1 April 2023 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2024 £
Restricted funds:					
Health Foundation – Strategy	5,675	-	-	-	5,675
Health Foundation – Careers Inclusion	-	28,000	(28,000)	-	-
Health Education England	1,200	-	(1,200)	-	-
University of Birmingham	-	7,374	(7,374)	-	-
Total restricted funds	6,875	35,374	(36,574)	-	5,675
Unrestricted funds:					
General funds	81,316	262,885	(288,148)	-	56,053
Total unrestricted funds	81,316	262,885	(288,148)	-	56,053
Total funds	88,191	298,259	(324,722)	-	61,728

Purposes of restricted funds

The Health Foundation strategy grant was toward cost of plan project which will be spent.

Grants from Health Education England and University of York, Department of Health Sciences were towards cost of the HSRUK Workforce Conference, March 2023

The Health Foundation Careers Inclusion grant is towards 'Improving health and care research careers: access to opportunities, progression and inclusion' project

University of Birmingham Grant is to support provision of hybrid access to HSR UK conference 2023

HEALTH SERVICES RESEARCH UK

England & Wales - Charity number 1182643

Accounts

Health Services Research UK

Charity Registration No. 1182643

Report and Unaudited Financial Statements
Year ended 31 March 2024

Health Services Research UK

Status: Charity registration no.: 1182643
The Charity's governing document is its Constitution dated 26 March 2019

Registered Office: The Nuffield Trust
59 New Cavendish Street
London
W1G 7LP

Executive Director Catriona Chatfield

Trustees: Judith Smith (Chair)
Kieran Walshe
Gary Ford
Tara Lamont
Andrew Hutchings
Robert Newton
Pearl Adikwor
Temidayo Ajakaiye
Angus Ramsay
Nina Hemmings
Gemma McKenna
Yvonne Birks (appointed 04 July 2023)
Peter Bower (appointed 04 July 2023)
Ashrafunna Khanom (appointed 04 July 2023)
Lynn Laidlaw (appointed 04 July 2023)

Bankers: CAF Bank
Kent,
ME19 4JQ

**Independent
examiner:** Shruti Soni FCCA FCIE
Shruti Soni Ltd
Chartered Certified Accountants
117A St. John's Hill
Sevenoaks TN13 3PE

**Health Services Research UK
Trustees' Report
for the year ended
31 March 2024**

The Trustees have pleasure in presenting their Annual Report and Financial Statements for the year ended 31 March 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Health Services Research UK (HSR UK) is a self-supporting membership organisation dedicated to the promotion of health services research in policy and practice. HSR UK has existed for about 18 years, originally hosted within the NHS Confederation and later Universities UK. In March 2019 HSR UK became an independent charity registered with the Charity Commission (no 1182643). The assets of HSR UK were formally transferred to the new charity from Universities UK in August 2019, therefore the year ended 31 March 2024 covered by this annual report was the fourth full financial year for the charity. HSR UK is based at the central London offices of the Nuffield Trust, a charitable health policy and research foundation, which generously provides desk space, HR and IT services in kind, in return for which we are pleased to give the Trust complimentary membership of HSR UK and several complimentary places at our annual conference.

The collective voice of UK health services – and increasingly also social care – research, HSR UK connects researchers with health service and social care leaders, managers, clinicians, and policy makers to drive evidence-based improvement and innovation in the NHS and social care. HSR UK's membership consists of organisations which have an interest or involvement in health services and social care research. Many are university departments, centres, or units; some are NHS or care organisations; others include think-tanks, research funders, consultancies and third sector organisations. HSR UK is governed by a board of up to 16 trustees, who are appointed by the members at its annual members' meeting, in accordance with the Articles of Association of the charity. Trustees may be co-opted by the board prior to appointment.

In terms of structure and management in 2023/24, HSR UK's Director, appointed in June 2022, remained in post throughout. Two new part-time employees took up the positions of Project Officer and Communications Officer at the start of April 2023. Our Membership Officer left the organisation in July 2023 and was not replaced. We also hosted a civil service fast-track secondee gaining experience in the third sector for six months from April to October 2023.

Professor Judith Smith took over as Chair after a unanimous vote from all Trustees at the January 2024 board meeting. Kieran Walshe, the previous Chair, stepped down but remained on the board of trustees.

STATEMENT ON PUBLIC BENEFIT

The objectives and activities, and achievement and performance sections of this report clearly set out the activities which the charity undertakes for the public benefit. The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the charity.

**Health Services Research UK
Trustees' Report
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RISK MANAGEMENT

The Trustees have reviewed the major and financial risks that impact on the work of the charity. The systems that have been established enable the Trustees to review and take necessary steps to lessen these risks.

OBJECTIVES AND ACTIVITIES

HSR UK's charitable object is "to advance the education of the public in general (and particularly amongst those involved in health services and in research) on the subject of health services research and to promote research for the public benefit in all aspects of that subject and to publish the useful results."

HSR UK has three main objectives through which it achieves its charitable object:

- To convene and connect producers and users of health services and care research in the UK, and build links internationally, across Europe and globally
- To support evidence-based policy and practice in the NHS and social care, helping to mobilise health services research, build capacity and make an impact
- To influence policy leaders and funders to improve the profile and landscape of health services research, enabling it to thrive.

In 2023/24 HSR UK focused on delivering its core activities.

PROJECTS AND EVENTS

Conference

HSR UK held its second face to face conference since the pandemic in July 2023 at the University of Birmingham . This event was structured and ticketed in line with pre-pandemic events, but the hybrid programme included both an in-person and a digital offering, enabling people to choose how they wished to attend. The conference had five plenaries, 25 research discussion session, 15 interactive workshop/learning and development sessions and 9 poster walk round presentation sessions. All sessions that were in the main lecture theatre were live-streamed and all the research presentations were recorded. This recorded content was initially made available to delegates via the event's digital platform and then subsequently hosted on the HSR UK website.

For our 2023 conference we also ran a workshop aimed at earlier career researchers on writing up work for publication and the first meeting of a new network for Heads of Research Centres.

We again made 3 awards for Future Leaders in Health and Social Care Research and 3 awards for Innovation in Inclusion in research.

389 people registered to attend for 3 days in Birmingham, with 22 of these attending online. Delegates came from academic institutions, provider organisations, third sector bodies, think tanks, and government agencies, in line with previous events. We introduced a special rate for patient partners and had 17 patient and public attendees. The conference evaluation was very positive,

**Health Services Research UK
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31 March 2024**

with 96.5% (97) of attendees responding to the evaluation rating the conference as either 'excellent', 'very good' or 'good' overall. The evaluation identified several activities which were positively received: the range of topics; the opportunities for discussion within sessions; the social activities and opportunities to connect and network in person. It also identified areas for improvement, which included: timekeeping, having too much content on the programme leading to some sense of overwhelm; the optimal length of a presenter slot and workload for presenters. This evaluation then informed design of and preparation for the 2024 conference. We welcomed sponsorship for the conference from the University of Birmingham, Innovation in Urban Health, Elsevier and our exhibitors.

Research Engaged Boards

Our Research Engaged Boards project seeks to understand how NHS trusts use health services research in decision making and how we can support and enhance that process. During 2023–24 year we built on our partnership with NHS Providers to enable us to better understand the needs of NHS trusts. NHS Providers surveyed boards across a range of provider trusts about how they use and engage with health services research and then we held a round-table workshop with provider board representatives to draw out further themes about the opportunities and challenges of NHS boards being effective users and producers of research. The final output (due to be published in early 2025) will be a report summarising these outputs and our desk-based research along with recommendations for NHS trusts and health services researchers.

Health and Care workforce

Throughout 2023–24 we developed and produced outputs from our March 2023 event at the University of York which brought together 85 delegates drawn from a mixture of research and policy backgrounds to discuss the health and social care workforce crisis. These included a report, a journal article and an Opinion piece for The BMJ .

One theme which came out from the event was the opportunity to work more closely to make connections with, and influence, NHS practitioners and decision makers rather than policy makers. This group were, on reflection, poorly represented at the event but have a key interest in the state of the evidence and how it might inform decision making around workforce. To advance evidence-sharing with NHS practitioners, we held a series of webinars in partnership with the Shelford group (the organisation representing the largest NHS teaching hospital trusts in England), bringing together researchers and those leading locally on workforce decisions in practice. The first of these was held in February 2024 and reflections captured in a blog post.

Inclusion in Careers project

This three-year project is funded by The Health Foundation and started in April 2023. The first work package is about establishing the demographics and lived experiences relating to inclusion, opportunities and progression among the health services and social care research (HSR) workforce. During 2023–24 our project lead established an advisory group for the project and completed a literature review on interventions to support inclusion and progression . We also agreed with the Health Foundation a variation to this grant to explore the feasibility of a new undergraduate social research apprenticeship within the health services research sector.

**Health Services Research UK
Trustees' Report
for the year ended
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PARTNERSHIPS

International collaboration

Our then Chair, Professor Kieran Walshe spoke at the AcademyHealth conference in Seattle on a panel about workforce research in health. AcademyHealth are a much larger US based version of HSR UK and we are linked in with plans to revitalise the UK arm of the International Health Workforce Collaborative and possible future meetings. We also met regularly with partners such as the Canadian Association for Health Services and Policy Research (CAHSPR) and the Health Services Research Association of Australia and New Zealand (HSRAANZ) to discuss areas of mutual interest, including establishing reciprocal discounted rates for our conferences for all members.

Networks

The Heads of Centre network became more established throughout 2023–2024, with a virtual meeting in late 2023 following the face-to-face meeting at the 2023 conference. This informal group of heads of member health and social care research centres and other bodies offers an opportunity to formulate a UK sector-wide response to issues of relevance to HSR UK members and health services research, such as plans for the next Research Excellence Framework or the research opportunities and implications of the forthcoming NHS 10 Year Plan. It also offers a chance for research leaders to share learning and challenges, as well as to provide peer support and build new collaborations.

Mentoring Scheme

We built on the successful implementation of the HSR UK mentoring programme in 2021/22 by running it again from January 2023. Ten health services researchers from member organisations were paired with mentors from different member organisations. Both mentees and mentors valued the experience, especially the opportunity to build a network across the health services research community.

MEMBERSHIP

There were 35 organisational members in 2023–24 although five members did not renew in 2024. We had just over 4000 individuals on our mailing lists.

ACHIEVEMENTS AND PERFORMANCE

This has been a successful year for HSR UK as we continued to deliver our core activities and built on new initiatives such as the health and care workforce forum and heads of centre network. The conference went very well although delivering a hybrid conference which met the needs of both face to face and online delegates was challenging. Having a more stable core administrative team enabled us to make progress on functions such as our communications strategy. The annual conference contributed to making the charity financially stable and ensured that HSR UK continued to engage with and support the health services and social care research community. HSR UK continued to grow and develop new activities, partnerships and relationships with key stakeholders.

**Health Services Research UK
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Financially the charity was able to remain stable, however with an increased expenditure on staffing costs and no new grant funding secured in 2023/2024, we will need to pay close attention to controlling our costs to avoid running down our reserves in 2024/2025. We will also need to review our capacity to pursue activities which rely solely on our internal resources.

FINANCIAL REVIEW

During the year, the Charity's income totalled £298,259 (2023: £211,381) of which £262,885 (2023: £188,381) was unrestricted income. In addition to this, reserves of £88,191 (2023: £90,780) were brought forward from the previous year. Resources expended totalled £324,722 (2023: £213,970) of which £36,574 (2023: £21,800) were from restricted grants and £288,148 (2023: £192,170) were from general funds and conference income.

Total funds carried forward to 2023/24 were £61,728 (2023: £88,191) of which £5,675 (2023: £6,875) were restricted and £56,053 (2023: £81,316) were unrestricted. Conference registrations and membership fees of £19,719 (2023: £26,745) invoiced during the year were deferred to next financial year.

HSR UK's reserves policy is set out below. It is reviewed annually by the Trustees when they consider and approve the charity's annual report and accounts before they are presented at the annual members' meeting and then submitted to the Charity Commission. It takes account of guidance issued by the Charity Commission on setting and reviewing a charity's reserves policy (CC19).

RESERVES POLICY

The purpose of our reserves policy is to ensure that HSR UK can continue to operate sustainably in the face of unexpected circumstances (such as drop in income or increase in costs which was not foreseen) and to enable HSR UK to take advantage of new opportunities consistent with its objectives when they arise. To that end, we seek to maintain a minimum reserve in unrestricted funds equivalent to six months core funding for HSR UK's office costs – staff, accommodation and basic operating costs – and for any other liabilities which would arise in the event that the charity ceased operations (for example, redundancy or other costs). In the financial year 2023/24 that amount was £60,000. At the end of financial year 2023/24 the final balance of unrestricted funds was £56,053 (2023: £81,316). We plan to formally review our reserves policy and minimum reserve benchmark in 2024–25 in light of increased costs.

As HSR UK expects to expand its activities in coming years, this minimum reserve will be kept under annual review and adjusted accordingly. Reserves above this minimum level are held to support such expansion as opportunities arise, particularly where they might require initial investment of resources.

**Health Services Research UK
Trustees' Report
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PLANS FOR FUTURE

In 2024–25, HSR UK will focus on delivering the careers inclusion project and other activities related to inclusion and career development. This will include reviewing our mentoring programme and our offer to earlier career researchers. We will finalise the Research Engaged boards project and build our advocacy work and our heads of centres network. We will also explore how to extend our reach and networks and to further support researchers to connect, for example through special interest groups. From a governance perspective, we plan to develop a formal role profile for a Deputy Chair and then appoint that role. We will focus on maintaining financial stability and other ways we can partner to support awareness of health services research, for example collaborating with research teams on dissemination.

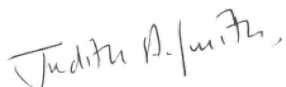
STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). In preparing these financial statements, the trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the Trust's transactions and disclose with reasonable accuracy at any time the financial position of the Trust and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 30th January 2025 and signed on their behalf by:

Signed  (Trustee)

Name Professor Judith A. Smith

Independent Examiner's Report to the Trustees of Health Services Research UK

I report on the financial statements of the Trust for the year ended 31 March 2024 as set out on pages 9 to 17.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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

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.

Shruti Soni

Shruti Soni FCCA FCIE

Shruti Soni Ltd ● Chartered Certified Accountants
117A St. John's Hill, Sevenoaks TN13 3PE

Date: 31/1/2025

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountant, which is one of the listed bodies

Health Services Research UK
Statement of financial activities
For the year ended 31 March 2024

	Note	Unrestricted £	Restricted £	2024 Total £	Unrestricted £	Restricted £	2023 Total £
Income from:							
Donations and legacies	2	9,800	35,374	45,174	19,450	23,000	42,450
Charitable activities	3						
Research and education		252,875	–	252,875	168,763	–	168,763
Investments		210	–	210	168	–	168
Total income		262,885	35,374	298,259	188,381	23,000	211,381
Expenditure on:							
Charitable activities							
Research & education	4	288,148	36,574	324,722	192,170	21,800	213,970
Total expenditure		288,148	36,574	324,722	192,170	21,800	213,970
Net income/(expenditure) for the year		(25,263)	(1,200)	(26,463)	(3,789)	1,200	(2,589)
Net movement in funds		(25,263)	(1,200)	(26,463)	(3,789)	1,200	(2,589)
Reconciliation of funds:							
Total funds brought forward		81,316	6,875	88,191	85,105	5,675	90,780
Total funds carried forward	14	56,053	5,675	61,728	81,316	6,875	88,191

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 14 to the financial statements.

Health Services Research UK

Balance sheet

As at 31 March 2024

	Note	£	2024 £	£	2023 £
Fixed assets:					
Tangible assets	9		1,910		1,379
Current assets:					
Debtors	10	41,555		35,565	
Cash at bank and in hand		86,286		122,082	
		<u>127,841</u>		<u>157,647</u>	
Liabilities:					
Creditors: amounts falling due within one year	11	68,023		70,835	
			<u>59,818</u>		<u>86,812</u>
Net current assets					
			<u>61,728</u>		<u>88,191</u>
The funds of the charity:					
Restricted income funds	14		5,675		6,875
Unrestricted income funds:					
General funds		56,053		81,316	
		<u>56,053</u>		<u>81,316</u>	
Total unrestricted funds			<u>56,053</u>		<u>81,316</u>
Total charity funds			<u>61,728</u>		<u>88,191</u>

The financial statements were approved and authorised for issue by the Board on 30th January 2025.
Signed on behalf of the board of trustees

Judith A. Smith

Signature

Professor Judith Smith

Name

Trustee

1 Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP FRS 102 1A), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and UK GAAP.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) – (Charities SORP FRS 102 1A) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

b) Public benefit entity

The Trust meets the definition of a public benefit entity under FRS 102.

c) Going concern

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Key judgements that the Trust has made which have a significant effect on the accounts include estimating accrued income for gift aid claim.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income received in advance membership fees related to future years is deferred to the year to which they relate.

e) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

1 Accounting policies (continued)

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds relate to the costs incurred by the Trust in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- Expenditure on charitable activities includes the costs undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction, support and administration of each activity, is apportioned to Research and Education in full.

i) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £250. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- Computer equipment 3 years

1 Accounting policies (continued)

j) Debtors

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

k) Cash at bank and in hand

Cash at bank and cash 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. Cash balances exclude any funds held on behalf of service users.

l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Income from donations, grants and legacies

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
Health Foundation	9,800	28,000	37,800	19,450
Health Education England	-	-	-	18,000
University of Birmingham	-	7,374	7,374	-
University of York, Department of Health Sciences	-	-	-	5,000
	<u>9,800</u>	<u>35,374</u>	<u>45,174</u>	<u>42,450</u>

3 Income from charitable activities

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
Research and education				
Project & Seminars	-	-	-	-
Membership fees	20,071	-	20,071	20,547
Conference Income	172,804	-	172,804	118,216
NIHR Evaluation, Trials and Studies Coordinating Centre (NETSCC)	60,000	-	60,000	30,000
	<u>252,875</u>	<u>-</u>	<u>252,875</u>	<u>168,763</u>
Total income from charitable activities				

4 Analysis of expenditure

	Charitable activity		
	Research & education	Support costs	2024 Total
	£	£	£
Staff costs (Note 5)	185,201	–	185,201
Recruitment	2,520	–	2,520
Trustee recruitment and expenses	–	220	220
Project costs	1,320	–	1,320
Conference costs	119,424	–	119,424
Website, promotion and newsletter	3,760	–	3,760
Legal and professional fees	3,954	–	3,954
Insurance	–	2,088	2,088
Independent examination	–	1,704	1,704
IT & software costs	–	561	561
Depreciation	–	1,582	1,582
General Admin and Bank Charges	–	2,388	2,388
	<u>316,179</u>	<u>8,543</u>	<u>324,722</u>
Total expenditure on charitable activities 2024	316,179	8,543	324,722

Of the total expenditure in 2024, £288,148 (2023: £192,170) was unrestricted and £36,574 (2023: £21,800) was restricted.

	Charitable activity		
	Research & education	Support costs	2023 Total
	£	£	£
Staff costs (Note 5)	97,358	–	97,358
Recruitment	2,151	–	2,151
Trustee recruitment and expenses	622	–	622
Project costs	17,475	–	17,475
Conference costs	85,573	–	85,573
Website, promotion and newsletter	1,756	–	1,756
Legal and professional fees	86	–	86
Insurance	–	1,079	1,079
Independent examination	–	1,740	1,740
IT & software costs	–	1,697	1,697
Depreciation	–	1,615	1,615
General Admin and Bank Charges	–	2,818	2,818
	<u>205,021</u>	<u>8,949</u>	<u>213,970</u>
Total expenditure on charitable activities 2024	205,021	8,949	213,970

5 Staff costs and cost of key management personnel

Staff costs were as follows:

	2024 £	2023 £
Salaries and wages	151,598	75,735
Social security costs	15,842	7,425
Employer's contribution to defined contribution pension schemes	17,761	14,198
	<u>185,201</u>	<u>97,358</u>

No employee earned more than £60,000 during the year.

6 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2024 No.	2023 No.
Charitable activities	3.4	3.0
	<u>3.4</u>	<u>3.0</u>

7 Related party transactions

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

Key management personnel are the Trustees of the charity and the Executive Director.

There are no related party transactions to disclose for 2024 (2023: none). The charity trustees were not paid or received any other benefits from employment with the charity in the year. No charity trustee received payment for professional or other services supplied to the charity (2023: £nil). Charity trustee received payment or reimbursement of travel and subsistence costs incurred by members relating to attendance at meetings of the trustees. One charity trustees received reimbursement of travel and subsistence costs related to the annual conference of £220.

8 Taxation

The Trust is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Health Services Research UK
Notes to the financial statements
For the year ended 31 March 2024

9 Tangible fixed assets

	Computer equipment £	Total 2024 £	Total 2023 £
Cost or valuation			
At the start of the year	4,845	4,845	4,845
Additions in year	2,113	2,113	-
At the end of the year	6,958	6,958	4,845
Depreciation			
At the start of the year	3,466	3,466	1,851
Charge for the year	1,582	1,582	1,615
At the end of the year	5,048	5,048	3,466
Net book value			
At the end of the year	1,910	1,910	1,379

10 Debtors

	2024 £	2023 £
Accrued income	39,800	30,000
Other debtors	1,755	5,565
	41,555	35,565

11 Creditors: amounts falling due within one year

	2024 £	2023 £
Accruals	48,304	44,090
Deferred income	19,719	26,745
	68,023	70,835

12 Deferred income

Deferred income comprises membership fees invoiced or received during the year that relate to

	2024 £	2023 £
Balance at the beginning of the year	26,745	32,001
Amount released to income in the year	(16,643)	(32,001)
Amount deferred in the year	9,617	26,745
Balance at the end of the year	19,719	26,745

13 Analysis of net assets between funds

	2024		Total funds £
	General unrestricted £	Restricted fund £	
Tangible fixed assets	1,910	-	1,910
Net current assets	54,143	5,675	59,818
Net assets at the end of the year	56,053	5,675	61,728

14 Movements in funds

	At 1 April 2023 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2024 £
Restricted funds:					
Health Foundation – Strategy	5,675	-	-	-	5,675
Health Foundation – Careers Inclusion	-	28,000	(28,000)	-	-
Health Education England	1,200	-	(1,200)	-	-
University of Birmingham	-	7,374	(7,374)	-	-
Total restricted funds	6,875	35,374	(36,574)	-	5,675
Unrestricted funds:					
General funds	81,316	262,885	(288,148)	-	56,053
Total unrestricted funds	81,316	262,885	(288,148)	-	56,053
Total funds	88,191	298,259	(324,722)	-	61,728

	At 1 April 2022 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2023 £
Restricted funds:					
Health Foundation – Strategy	5,675	-	-	-	5,675
Health Education England	-	18,000	(16,800)	-	1,200
University of York	-	5,000	(5,000)	-	-
Total restricted funds	5,675	23,000	(21,800)	-	6,875
Unrestricted funds:					
General funds	85,105	188,381	(192,170)	-	81,316
Total unrestricted funds	85,105	188,381	(192,170)	-	81,316
Total funds	90,780	211,381	(213,970)	-	88,191

Purposes of restricted funds

The Health Foundation strategy grant was toward cost of plan project which will be spent in the coming months

Grants from Health Education England and University of York, Department of Health Sciences were towards cost of the HSRUK Workforce Conference, March 2023

The Health Foundation Careers Inclusion grant is towards 'Improving health and care research careers: access to opportunities, progression and inclusion' project

University of Birmingham Grant is to support provision of hybrid access to HSR UK conference 2023

HEALTH SERVICES RESEARCH UK

England & Wales - Charity number 1182643

Accounts

Health Services Research UK

Charity Registration No. 1182643

Report and Unaudited Financial Statements
Year ended 31 March 2023

Health Services Research UK

Status: Charity registration no.: 1182643
The Charity's governing document is its Constitution dated 26 March 2019

Registered Office: The Nuffield Trust
59 New Cavendish Street
London
W1G 7LP

Executive Director Catriona Chatfield

Trustees: Kieran Walshe (Chair)
Judith Smith (Deputy Chair)
Gary Ford
Tara Lamont
Andrew Hutchings
Robert Newton
Pearl Adikwor
Temidayo Ajakaiye
Angus Ramsay
Nina Hemmings (appointed 03 November 2022)
Gemma McKenna (appointed 03 November 2022)
Yvonne Birks (appointed 04 July 2023)
Peter Bower (appointed 04 July 2023)
Ashrafunna Khanom (appointed 04 July 2023)
Lynn Laidlaw (appointed 04 July 2023)
Stephanie Kumpunen (resigned 1 April 2022)
Helen Snooks (resigned 01 September 2022)
Usha Boolaky (resigned 01 September 2022)
Naomi Fulop (resigned 01 October 2022)

Bankers: CAF Bank
Kent,
ME19 4JQ

Independent examiner: Shruti Soni FCCA FCIE
Shruti Soni Ltd
Chartered Certified Accountants
117A St. John's Hill
Sevenoaks TN13 3PE

**Health Services Research UK
Trustees' Report
for the year ended
31 March 2023**

The Trustees have pleasure in presenting their Annual Report and Financial Statements for the year ended 31 March 2023.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Health Services Research UK (HSR UK) is a self-supporting membership organisation dedicated to the promotion of health services research in policy and practice. HSR UK has existed for about 17 years, originally hosted within NHS Confederation and later Universities UK. In March 2019 HSR UK became an independent charity registered with the Charity Commission (no 1182643). The assets of HSR UK were formally transferred to the new charity from Universities UK in August 2019, therefore the year ended 31 March 2023 covered by this annual report was the third full financial year for the charity. It is based at the central London offices of the Nuffield Trust, which generously provides desk space and HR and IT services in kind, in return for which we are pleased to give the Trust complimentary membership and several complimentary conference places to our annual event.

The collective voice of UK health services research, HSR UK connects researchers with health service leaders, managers, clinicians, and policy makers to drive improvement and innovation in the NHS and social care. HSR UK's membership consists of organisations which have an interest or involvement in health services research – many are university departments, centres, or units; some are NHS or care organisations; others include think-tanks, research funders, consultancies and third sector organisations. HSR UK is governed by a board of up to 16 trustees, who are appointed by the members at its annual members' meeting, in accordance with the Articles of Association of the charity. Trustees may be co-opted by the board prior to appointment.

In terms of structure and management in 2022/23, the core team remained at 3 members of staff including the Project Officer and Administration and Communications Officer, both part time. However, when HSR UK's Executive Officer stepped down, the trustees took the decision to expand that role and refocus it as Director of HSR UK. A new Director was recruited and took up post in June 2022. The member of staff in the Administration and Communications Officer role moved to be Membership Officer in December 2022 and the Project Officer left the organisation in January 2023. Recruitment for both vacant roles happened in early 2023.

STATEMENT ON PUBLIC BENEFIT

The objectives and activities, and achievement and performance sections of this report clearly set out the activities which the charity undertakes for the public benefit. The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the charity.

RISK MANAGEMENT

The Trustees have reviewed the major and financial risks that impact on the work of the charity. The systems that have been established enable the Trustees to review and take necessary steps to lessen these risks.

**Health Services Research UK
Trustees' Report
for the year ended
31 March 2023**

OBJECTIVES AND ACTIVITIES

HSR UK exists to promote health services research in policy and practice in the United Kingdom. It has three main objectives:

- To convene and connect producers and users of health services research in the UK, and build links internationally, across Europe and globally.
- To support evidence-based policy and practice in the NHS, helping to mobilise health services research, build capacity and make an impact
- To Influence policy leaders and funders to improve the profile and landscape of health services research, enabling it to thrive and develop.

In 2022/23 HSR UK focused on delivering its core activities.

Conference

HSR UK held its first face to face conference since the pandemic in July 2022. This event was structured and ticketed in line with pre-pandemic events, but the hybrid programme included both an in person and a digital offering, enabling people to choose how they wished to attend. The conference had five plenaries. Both the plenaries and the event session held in the main hall were live-streamed. The conference also included 19 research discussion sessions, 17 interactive workshop/learning and development sessions and 3 rapid fire poster presentation sessions. All sessions that were in the main lecture theatre were live-streamed and all the research presentations were recorded. This recorded content was initially made available to delegates via the event's digital platform and then subsequently hosted on the HSR UK website. 54% (68) of attendees accessed the online platform in advance of the conference and 88% (110) planned to watch sessions afterwards.

Following the success of our Future Leaders in Health and Social Care Research awards, we introduced a new award for 2022 which was for Innovation in Inclusion. These awards, given to 3 research teams, celebrated and recognised research teams which had taken significant steps towards improving inclusion in their research.

340 people registered to attend for 3 days in total – 286 in person and 54 online. 62% (208) of attendees were from HSR UK member organisations, rising to 78% (42) of online attendees. Delegates came from academic institutions, provider organisations, NGOs/think tanks, and government agencies, in line with previous events. The evaluation was positive, with 76% (97) of in person attendees and 64% (7) online attendees rating the conference as either 'excellent' or 'very good' overall. This is a lower percentage of attendees than the 2021 online event, where 82% (49) of respondents rated the conference as either 'excellent' or 'very good' overall, however many fewer attendees completed the evaluation in 2021.

The evaluation identified several activities which were positively received: the range of topics; the format and type of sessions including rapid fire poster and research discussion; the plenaries; opportunities to connect and network in person; the online platform and access to online content; that the event was welcoming to PhD students. It also identified areas for improvement, which included: inclusivity; the workload for presenters; the optimal length of a presenter slot; understanding the additional value of the online content; the amount of content on offer for virtual delegates;

**Health Services Research UK
Trustees' Report
for the year ended
31 March 2023**

the on-site experience of poster viewing and presenting; providing sufficient seating. This evaluation then informed preparation for the 2023 conference.

Projects and Events

Following from our successful series of webinars on Improving Inclusion in Research, delivered in partnership with the Nuffield Trust, the Health Foundation and the King's Fund, HSR UK submitted a funding proposal to The Health Foundation for a follow-up piece of work to generate evidence on the experiences of disadvantaged and marginalised people within health services and social care researcher communities and to identify interventions which could improve their experience. This proposal was agreed in December 2022 and the project scheduled to start in April 2023.

HSR UK also held a series of meetings with the Health Research Authority (HRA) following the publication of the Research Governance report to discuss how we might better feed the experiences of health services and social care researchers into developments the HRA are undertaking. The findings were also accepted for publication in the academic journal BMC Public Health.

Our Research Engaged Boards project also progressed through 2022–23. This project seeks to understand how NHS trusts use health services research in decision making and how we can support and enhance that process. During this year we established a partnership with NHS Providers, to enable us to better understand the needs of NHS trusts. As part of this partnership, we plan to survey boards across a range of provider trusts about how they use and engage with health services research, followed by a round-table with provider board representatives to draw out further themes about the opportunities and challenges of NHS provider boards being effective users and producers of research.

In March 2023 we held an invite-only event at the University of York where we brought together over 80 delegates drawn from a mixture of research and policy backgrounds to discuss the health and social care workforce crisis. We held 15 themed discussion sessions over the course of the event, each convened by a chair who opened with a brief presentation setting the context for the discussion and then chaired a 90 minute discussion. The main points of the discussion were captured by early career researchers who attended the event as rapporteurs. The forum was funded by Health Education England, Health Education England, and the University of York.

There are various follow up activities planned for 2023–24. One theme which came out from the event was the opportunity to work more closely to make connections with, and influence, NHS practitioners and decision makers rather than policy makers; this group were poorly represented at the event but have a key interest in the state of the evidence and how it might inform decision making around workforce.

Membership

There are currently 38 organisational members and just over 4000 individuals on our mailing lists. We built on the successful implementation of the HSR UK mentoring programme in 2021/22 by running it again from January 2023. Ten health services researchers from member organisations were paired with mentors from different member organisations. Both mentees and mentors valued the experience, especially the opportunity to build a network across the research community. The scheme will be running again in 2023/24.

**Health Services Research UK
Trustees' Report
for the year ended
31 March 2023**

ACHIEVEMENTS AND PERFORMANCE

This has been a successful year for HSR UK as we transition to a more stable operating model, based around delivering our core activities alongside developing new projects and funding sources, such as the health and care workforce forum. The impact of the pandemic continued in 2022, and delivering a hybrid conference which met the needs of both face to face and online delegates was challenging. 2022 also saw many changes within the core staff team, giving rise to variable capacity across the year. The annual event contributed to making the charity financially stable and ensured that HSR UK continued to engage with and support the health services and social care research community. HSR UK continued to grow and develop new activities and relationships with key stakeholders.

Financially the charity was able to remain stable, however with a growing expenditure on staffing costs, we will need to pay close attention to controlling our costs to avoid running down our reserves in 2023/2024. We will also need to review our capacity to pursue activities which rely solely on our internal resources, such as the Research Engaged boards project.

FINANCIAL REVIEW

During the year, the Charity's income totalled £211,381 (2022: £125,370) of which £188,381 (2022: all) was unrestricted income. In addition to this, reserves of £90,780 (2022: £97,068) were brought forward from the previous year. Resources expended totalled £213,970 (2022: £131,658) of which £21,800 (2022: £5,850) were from restricted grants and £192,170 (2022: £125,808) were from general funds and conference income.

Total funds carried forward to 2023/24 were £88,191 (2022: £90,780) of which £6,875 (2022: £5,675) were restricted and £81,316 (2022: £85,105) were unrestricted. Conference registrations and membership fees of £26,745 (2022: £32,001) invoiced during the year were deferred to next financial year.

HSR UK's reserves policy is set out below. It is reviewed annually by Trustees when they review and approve the charity's annual report and accounts before they are presented at the annual members' meeting and then submitted to the Charity Commission. It takes account of guidance issued by the Charity Commission on setting and reviewing a charity's reserves policy (CC19).

RESERVES POLICY

The purpose of our reserves policy is to ensure that HSR UK can continue to operate sustainably in the face of unexpected circumstances (such as drop in income or increase in costs which was not foreseen) and to enable HSR UK to take advantage of new opportunities consistent with its objectives when they arise. To that end, we seek to maintain a minimum reserve in unrestricted funds equivalent to six months core funding for HSR UK's office costs – staff, accommodation and basic operating costs – and for any other liabilities which would arise in the event that the charity ceased operations (for example, redundancy or other costs). In the financial year 2022/23 that amount was £60,000. At the end of financial year 2022/23 the final balance of unrestricted funds was £81,316 (2022: £85,105)

**Health Services Research UK
Trustees' Report
for the year ended
31 March 2023**

As HSR UK expects to expand its activities in coming years, this minimum reserve will be kept under annual review and adjusted accordingly. Reserves above this minimum level are held to support such expansion as opportunities arise, particularly where they might require initial investment of resources.

PLANS FOR FUTURE

In 2023–24, we plan to continue to improve our conference offer to members and delegates as we slowly return to pre-pandemic levels of activity. We expect to complete the Research Engaged boards project in and our next project focus will be delivering the Careers Inclusion project. We will also explore opportunities to build on the work HSR UK has started around workforce, how we can strengthen our international partnerships and explore what events and training we might offer

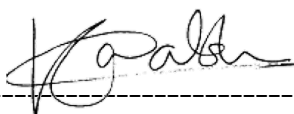
STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). In preparing these financial statements, the trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the Trust's transactions and disclose with reasonable accuracy at any time the financial position of the Trust and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 16th November 2023 and signed on their behalf by:

Signed  (Trustee)

Name Kieran Walshe

Independent Examiner's Report to the Trustees of Health Services Research UK

I report on the financial statements of the Trust for the year ended 31 March 2023 as set out on pages 8 to 16.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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

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.



Shruti Soni FCCA FCIE

Shruti Soni Ltd ● Chartered Certified Accountants
117A St. John's Hill, Sevenoaks TN13 3PE

Date: 20 December 2023

Health Services Research UK
Statement of financial activities

For the year ended 31 March 2023

	Note	Unrestricted £	Restricted £	2023 Total £	Unrestricted £	Restricted £	2022 Total £
Income from:							
Donations and legacies	2	19,450	23,000	42,450	23,207	-	23,207
Charitable activities	3						
Research and education		168,763	-	168,763	102,163	-	102,163
Investments		168	-	168	-	-	-
Total income		188,381	23,000	211,381	125,370	-	125,370
Expenditure on:							
Charitable activities							
Research & education	4	192,170	21,800	213,970	125,808	5,850	131,658
Total expenditure		192,170	21,800	213,970	125,808	5,850	131,658
Net income/(expenditure) for the year		(3,789)	1,200	(2,589)	(438)	(5,850)	(6,288)
Net movement in funds		(3,789)	1,200	(2,589)	(438)	(5,850)	(6,288)
Reconciliation of funds:							
Total funds brought forward		85,105	5,675	90,780	85,543	11,525	97,068
Total funds carried forward	14	81,316	6,875	88,191	85,105	5,675	90,780

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 14 to the financial statements.

Health Services Research UK

Balance sheet

As at 31 March 2023

	Note	£	2023 £	£	2022 £
Fixed assets:					
Tangible assets	9		1,379		2,994
Current assets:					
Debtors	10	35,565		23,997	
Cash at bank and in hand		122,082		97,290	
		<u>157,647</u>		<u>121,287</u>	
Liabilities:					
Creditors: amounts falling due within one year	11	70,835		33,501	
			<u>86,812</u>		<u>87,786</u>
Net current assets					
			<u>88,191</u>		<u>90,780</u>
Total net assets					
			<u>88,191</u>		<u>90,780</u>
The funds of the charity:					
Restricted income funds	14		6,875		5,675
Unrestricted income funds:					
General funds		81,316		85,105	
		<u>81,316</u>		<u>85,105</u>	
Total unrestricted funds			<u>81,316</u>		<u>85,105</u>
Total charity funds			<u>88,191</u>		<u>90,780</u>

The financial statements were approved and authorised for issue by the Board on 16th November 2023.
Signed on behalf of the board of trustees



Signature

Kieran Walshe

Name

Trustee

1 Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP FRS 102 1A), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and UK GAAP.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) – (Charities SORP FRS 102 1A) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

b) Public benefit entity

The Trust meets the definition of a public benefit entity under FRS 102.

c) Going concern

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Key judgements that the Trust has made which have a significant effect on the accounts include estimating accrued income for gift aid claim.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income received in advance membership fees related to future years is deferred to the year to which they relate.

e) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

1 Accounting policies (continued)

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds relate to the costs incurred by the Trust in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- Expenditure on charitable activities includes the costs undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction, support and administration of each activity, is apportioned to Research and Education in full.

i) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £250. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- Computer equipment 3 years

1 Accounting policies (continued)

j) Debtors

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

k) Cash at bank and in hand

Cash at bank and cash 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. Cash balances exclude any funds held on behalf of service users.

l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Income from donations, grants and legacies

	Unrestricted £	Restricted £	2023 Total £	2022 Total £
Health Foundation	19,450	–	19,450	22,867
Health Education England	–	18,000	18,000	–
University of York, Department of Health Sciences	–	5,000	–	–
Universities UK	–	–	–	340
	<u>19,450</u>	<u>23,000</u>	<u>37,450</u>	<u>23,207</u>

3 Income from charitable activities

	Unrestricted £	Restricted £	2023 Total £	2022 Total £
Research and education				
Project & Seminars	–	–	–	17,194
Membership fees	20,547	–	20,547	21,944
Conference Income	118,216	–	118,216	63,025
NIHR Evaluation, Trials and Studies Coordinating Centre (NETSCC)	30,000	–	30,000	–
	<u>168,763</u>	<u>–</u>	<u>168,763</u>	<u>102,163</u>

Membership fees included gift in kind of nil (2022: nil) in respect of provision of services and facilities.

Health Services Research UK
Notes to the financial statements
For the year ended 31 March 2023

4 Analysis of expenditure

	Charitable activity		
	Research & education	Support costs	2023 Total
	£	£	£
Staff costs (Note 5)	97,358	–	97,358
Recruitment	2,151	–	2,151
Trustee recruitment and expenses	622	–	622
Project costs	17,475	–	17,475
Conference costs	85,573	–	85,573
Website, promotion and newsletter	1,756	–	1,756
Legal and professional fees	86	–	86
Insurance	–	1,079	1,079
Independent examination	–	1,740	1,740
IT & software costs	–	1,697	1,697
Depreciation	–	1,615	1,615
Bank Charges and sundries	–	2,818	2,818
Bad debts	–	–	–
	<u>205,021</u>	<u>8,949</u>	<u>213,970</u>
Total expenditure on charitable activities 2023	205,021	8,949	213,970

Of the total expenditure in 2023, £197,573 (2022: £125,808) was unrestricted and £5,675 (2022: £5,850) was restricted.

	Charitable activity		
	Research & education	Support costs	2022 Total
	£	£	£
Staff costs (Note 5)	74,935	–	74,935
Recruitment	1,353	–	1,353
Trustee recruitment and expenses	3,766	–	3,766
Project costs	5,026	–	5,026
Conference costs	22,629	–	22,629
Website, promotion and newsletter	8,146	–	8,146
Legal and professional fees	6,015	–	6,015
Insurance	–	851	851
Independent examination	–	1,514	1,514
IT & software costs	–	1,460	1,460
Depreciation	–	1,114	1,114
Bank Charges and sundries	–	1,654	1,654
Bad debts	–	3,195	3,195
	<u>121,870</u>	<u>9,788</u>	<u>131,658</u>
Total expenditure on charitable activities 2023	121,870	9,788	131,658

5 Staff costs and cost of key management personnel

Staff costs were as follows:

	2023 £	2022 £
Salaries and wages	75,735	58,681
Social security costs	7,425	5,251
Employer's contribution to defined contribution pension schemes	14,198	11,003
	<u>97,358</u>	<u>74,935</u>

No employee earned more than £60,000 during the year.

6 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2023 No.	2022 No.
Charitable activities	3.0	2.0
	<u>3.0</u>	<u>2.0</u>

7 Related party transactions

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

Key management personnel are the Trustees of the charity and the Chief Executive Officer.

There are no related party transactions to disclose for 2023 (2022: none). The charity trustees were not paid or received any other benefits from employment with the charity in the year. No charity trustee received payment for professional or other services supplied to the charity (2022: £nil). No charity trustee received payment or reimbursement of travel and subsistence costs incurred by members relating to attendance at meetings of the trustees. 4 charity trustees received reimbursement of travel and subsistence costs related to the annual conference of £532.

8 Taxation

The Trust is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

9 Tangible fixed assets

	Computer equipment £	Total 2023 £	Total 2022 £
Cost or valuation			
At the start of the year	4,845	4,845	2,212
Additions in year	-	-	2,633
At the end of the year	4,845	4,845	4,845
Depreciation			
At the start of the year	1,851	1,851	737
Charge for the year	1,615	1,615	1,114
At the end of the year	3,466	3,466	1,851
Net book value			
At the end of the year	1,379	1,379	2,994

10 Debtors

	2023 £	2022 £
Accrued income	30,000	22,867
Other debtors	5,565	1,130
	35,565	23,997

11 Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals	44,090	1,500
Deferred income	26,745	32,001
	70,835	33,501

12 Deferred income

Deferred income comprises membership fees invoiced or received during the year that relate to future

	2023 £	2022 £
Balance at the beginning of the year	32,001	34,525
Amount released to income in the year	(32,001)	(34,525)
Amount deferred in the year	26,745	32,001
Balance at the end of the year	26,745	32,001

13 Analysis of net assets between funds

	2023		
	General unrestricted £	Restricted fund £	Total funds £
Tangible fixed assets	1,379	-	1,379
Net current assets	79,937	6,875	86,812
Net assets at the end of the year	81,316	6,875	88,191

14 Movements in funds

	At 1 April 2022 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2023 £
Restricted funds:					
Health Foundation	5,675	-	-	-	5,675
Health Education England	-	18,000	(16,800)	-	1,200
University of York	-	5,000	(5,000)	-	-
Total restricted funds	5,675	23,000	(21,800)	-	6,875
Unrestricted funds:					
General funds	85,105	188,381	(192,170)	-	81,316
Total unrestricted funds	85,105	188,381	(192,170)	-	81,316
Total funds	90,780	211,381	(213,970)	-	88,191
	At 1 April 2021 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2022 £
Restricted funds:					
Health Foundation	11,525	-	(5,850)	-	5,675
Total restricted funds	11,525	-	(5,850)	-	5,675
Unrestricted funds:					
General funds	85,543	125,370	(125,808)	-	85,105
Total unrestricted funds	85,543	125,370	(125,808)	-	85,105
Total funds	97,068	125,370	(131,658)	-	90,780

Purposes of restricted funds

The Health Foundation grant was toward cost of strategy/plan project which will be spent in the coming months

Grants from Health Education England and University of York, Department of Health Sciences were towards cost of the HSRUK Workforce Conference, March 2023

HEALTH SERVICES RESEARCH UK

England & Wales - Charity number 1182643

Accounts

Health Services Research UK

Charity Registration No. 1182643

Report and Unaudited Financial Statements
Year ended 31 March 2022

Health Services Research UK

Status: Charity registration no.: 1182643
The Charity's governing document is its Constitution dated 26 March 2019

Registered Office: The Nuffield Trust
59 New Cavendish Street
London
W1G 7LP

Chief Executive Helen Mthiyane

Trustees: Kieran Walshe PhD (Chair)
Naomi Fulop
Dr Usha Boolaky
Dr Angus Ramsay
Stephanie Kumpunen
Dr Kayleigh Nelson (resigned 21 February 2022)
Prof Judith Smith (Deputy Chair)
Dr Gemma McKenna (resigned 27 September 2021)
Dr Helen Snooks
Prof Gary Ford
Tara Lamont
Andrew Hutchings
Robert Newton (appointed 10 May 2021)
Pearl Adikwor (appointed 10 May 2021)
Temidayo Ajakaiye (appointed 10 May 2021)

Bankers: CAF Bank
Kent,
ME19 4JQ

Independent examiner: Shruti Soni FCCA FCIE
Shruti Soni Ltd
Chartered Certified Accountants
117A St. John's Hill
Sevenoaks TN13 3PE

Health Services Research UK

Trustees' Report for the year ended 31 March 2022

The Trustees have pleasure in presenting their Annual Report and Financial Statements for the year ended 31 March 2022.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Health Services Research UK (HSR UK) is a self-supporting membership organisation dedicated to the promotion of health services research in policy and practice. HSR UK has existed for about 14 years, originally hosted within NHS Confederation and later Universities UK. In March 2019 HSR UK became an independent charity registered with the Charity Commission (no 1182643). The assets of HSR UK were formally transferred to the new charity from Universities UK in August 2019 (as reflected in last year's Financial Statements), therefore the year ended 31 March 2022 covered by this annual report was the second full financial year for the charity. It is based at the central London offices of the Nuffield Trust, which generously provides desk space and HR and IT services in kind, in return for which we are pleased to give the Trust complimentary membership and several complimentary conference places to our annual event.

The collective voice of UK health services research, HSR UK connects researchers with health service leaders, managers, clinicians, and policy makers to drive improvement and innovation in the NHS and social care. HSR UK's membership consists of organisations which have an interest or involvement in health services research – many are university departments, centres, or units; some are NHS or care organisations; others include think-tanks, research funders, consultancies and third sector organisations. HSR UK is governed by a board of up to 16 trustees, who are appointed by the members at its annual members' meeting, in accordance with the Articles of Association of the charity.

STATEMENT ON PUBLIC BENEFIT

The objectives and activities, and achievement and performance sections of this report clearly set out the activities which the charity undertakes for the public benefit. The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the charity.

RISK MANAGEMENT

The Trustees have reviewed the major and financial risks that impact on the work of the charity. The systems that have been established enable the Trustees to review and take necessary steps to lessen these risks.

OBJECTIVES AND ACTIVITIES

HSR UK exists to promote health services research in policy and practice in the United Kingdom. It has three main objectives:

- To convene and connect producers and users of health services research in the UK, and build links internationally, across Europe and globally.

Health Services Research UK

Trustees' Report for the year ended 31 March 2022

- To support evidence-based policy and practice in the NHS, helping to mobilise health services research, build capacity and make an impact
- To Influence policy leaders and funders to improve the profile and landscape of health services research, enabling it to thrive and develop.

In 2021/22 HSR UK continued to develop its activities and grow sustainably. The new role of Project Officer was created and HSR UK appointed a new Administration and Communications Officer, with a focus on supporting and expanding membership. HSR UK therefore now has three people in the core team. In May 2021, 3 new trustees were co-opted to the board although this year also saw several trustees step down both for personal reasons and due to other commitments.

Conference

After the success of the 2020 annual conference, which was moved online at short notice, the 2021 conference was planned as an online only event. The 2020 event was free to access but the 2021 event was ticketed in line with the usual arrangements for the face-to-face conference. The conference included six plenaries, held as live webinars, more than one hundred and forty recorded research presentations and nineteen interactive online workshops. This recorded content was subsequently hosted on the HSR UK website and was well accessed after the event. The conference attracted 388 delegates, including some who had paid for the 2020 event and chosen to defer their place. Just over half of attendees (209) were from HSR UK member organisations. Delegates came from academic institutions, provider organisations, NGOs/think tanks, and government agencies, in line with previous events. The evaluation was positive, with 82% (49) of survey respondents rating the conference as either 'excellent' or 'very good' overall, however completion rates of the post-event survey were low.

Projects and Events

In November 2021, HSR UK held a launch event for the book "Making Research Matter" by Tara Lamont, one of the charity's trustees, during which an expert panel discussed how to reach different audiences with an interest in research (practitioners, public and policymakers) and how to achieve maximum impact. This event had both an in-person and livestream component and, again, was recorded and hosted on the HSR UK website for ongoing access.

HSR UK also collaborated with the King's Fund, The Health Foundation, The Nuffield Trust, and PPI (Patient and Public Involvement) representatives from the Health Foundation Inclusion Panel to run a series of three webinars in autumn 2021, looking at improving inclusion in health and care research at the project, system, and funding levels. HSR UK subsequently created a report reflecting on the priorities identified throughout these events by speakers and participants which also critically evaluated HSR UK's own approach to inclusion, diversity, and equity. This report, titled Improving inclusion in health and care research: next steps, was published and launched at an event in April 2022. HSR UK submitted a funding proposal to The Health Foundation for a follow-up piece of work to generate evidence on the experiences of disadvantaged and marginalised people within health services and social care researcher communities and to identify interventions which could improve their experience.

Health Services Research UK

Trustees' Report for the year ended 31 March 2022

In February 2022, HSR UK's report into Making Research Work Better, presenting analysis of more than 250 responses to a detailed survey of members carried out in May 2021, along with recommendations for how research governance could be improved. The publication was launched through an online webinar and may have contributed to pressure on the Health Research Agency to launch their "Think Ethics" review later in 2022. The report has also been written up as a research paper by the lead trustee involved and submitted for consideration by an academic journal.

2021/22 also saw the launch of the Research Engaged Boards project, which builds on a knowledge gap highlighted by the covid-19 pandemic: how can NHS provider boards be enabled to make evidence-based decisions which make use of high-quality health services research? An advisory board refined the project proposal, and the next stage is desk-based research.

Membership

There are currently 41 organisational members and just under 4000 individuals on our combined member and non-member mailing lists. This mailing list has been cleaned recently so these are all active contacts. The 2021/22 year saw the implementation of the HSR UK mentoring programme. Eleven health services researchers from member organisations were paired with mentors from different member organisations. Mentees valued the experience, and some pairs continue to meet beyond the support of the scheme. The scheme will be running again in 2022/23.

ACHIEVEMENTS AND PERFORMANCE

This has been a successful year for HSR UK, despite the ongoing impact of the pandemic. The team learned a lot about holding successful online events and the annual conference and subsequent inclusion events were well received, however the delegate numbers reverted to the mean and growth and breadth in audience for the 2020 free online event were not sustained. Regardless, the annual event contributed to making the charity financially stable and ensured that HSR UK continued to engage with and support the health services and social care research community throughout the pandemic. HSR UK continued to grow and develop new activities and relationships with key stakeholders.

Financially the charity was able to remain stable, thanks to comfortable reserves from the previous year as well as an additional year's core grant provided by the Health Foundation to cushion the impact of the conference not making an income. With a growing staff team and board of trustees, and a business plan that supports sustainable growth, aligned to our aims, HSR UK is in an acceptable position for the future year.

FINANCIAL REVIEW

During the year, the Charity's income totalled £125,370 (2021: £56,993) all of which was unrestricted income. Resources expended totalled £131,658 (2021: £91,433) of which £5,850 (2021: £8,475) were from restricted grants and £125,808 (2021: £82,958) were from unrestricted grants.

Health Services Research UK

Trustees' Report for the year ended 31 March 2022

Total funds carried forward to 2022/23 were £90,780 (2021: £97,068) of which £5,675 (2021: £11,525) were restricted and £85,105 (2021: £85,543) were unrestricted. Conference registrations and membership fees of £32,001 (2021: £34,525) received during the year were deferred to next financial year.

HSR UK's reserves policy is set out below. It is reviewed annually by Trustees when they review and approve the charity's annual report and accounts before they are presented at the annual members' meeting and then submitted to the Charity Commission. It takes account of guidance issued by the Charity Commission on setting and reviewing a charity's reserves policy (CC19).

RESERVES POLICY

The purpose of our reserves policy is to ensure that HSR UK can continue to operate sustainably in the face of unexpected circumstances (such as drop in income or increase in costs which was not foreseen) and to enable HSR UK to take advantage of new opportunities consistent with its objectives when they arise. To that end, we seek to maintain a minimum reserve in unrestricted funds equivalent to six months core funding for HSR UK's office costs – staff, accommodation and basic operating costs – and for any other liabilities which would arise in the event that the charity ceased operations (for example, redundancy or other costs). In the financial year 2021/22 that amount was £50,000. At the end of financial year 2021/22 the final balance of unrestricted funds was £85,105.

As HSR UK expects to expand its activities in coming years, this minimum reserve will be kept under annual review and adjusted accordingly. Reserves above this minimum level are held to support such expansion as opportunities arise, particularly where they might require initial investment of resources.

PLANS FOR FUTURE

With the support of a grant from the Health Foundation HSR UK commissioned a piece of research with stakeholders (both members and non-members, in different sectors) to better understand what they value about HSR UK and what else we might offer. This informed our business plan and strategy for the next three years.

The pandemic had a considerable impact on the charity's plans in 2020 and will continue to impact on its activities, and external environment, for the foreseeable future. In particular HSR UK's ability to hold – and generate income from – large face to face events is uncertain. The Trustees aim to reduce HSR UK's reliance on these types of events, and instead deliver more online and hybrid conferences and workshops. This autumn HSR UK will deliver a series of events considering how we can improve inclusion in health services research, from different perspectives. This key project will be delivered in partnership with the Health Foundation, patient and public representatives, The King's Fund, and the Nuffield Trust. HSR UK is committed to developing follow up activities that will lead to real improvements in this area and recognises the role the organisation must play in this.

Health Services Research UK

Trustees' Report for the year ended 31 March 2022

HSR UK will also develop other income streams through partnership projects, the development of resources and tools, and by strengthening our membership 'offer'. The business plan aims to increase membership and encourage more NHS and voluntary sector organisations to consider joining. The pandemic has highlighted the need for a responsive, collaborative research community and for research to be rapidly mobilised by decision makers. The board of trustees and executive team are motivated by the role that HSR UK can play in supporting this and they will continue to champion the value of health services research in our response to and recovery from the pandemic

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). In preparing these financial statements, the trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the Trust's transactions and disclose with reasonable accuracy at any time the financial position of the Trust and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 2nd December 2022 and signed on their behalf by:



Signed _____ (Trustee)

Name Kieran Walshe

Independent Examiner's Report to the Trustees of Health Services Research UK

I report on the financial statements of the Trust for the year ended 31 March 2022 as set out on pages 8 to 16.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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

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.

Shruti Soni

Shruti Soni FCCA FCIE
Shruti Soni Ltd ● Chartered Certified Accountants
117A St. John's Hill, Sevenoaks TN13 3PE

Date 19 December 2022

Health Services Research UK

Statement of financial activities

For the year ended 31 March 2022

	Note	Unrestricted £	Restricted £	2022 Total £	Unrestricted £	Restricted £	2021 Total £
Income from:							
Donations and legacies	2	23,207	–	23,207	35,618	–	35,618
Charitable activities	3						
Research and education		102,163	–	102,163	21,375	–	21,375
Total income		125,370	–	125,370	56,993	–	56,993
Expenditure on:							
Charitable activities							
Research & education	4	125,808	5,850	131,658	82,958	8,475	91,433
Total expenditure		125,808	5,850	131,658	82,958	8,475	91,433
Net (expenditure) for the year		(438)	(5,850)	(6,288)	(25,965)	(8,475)	(34,440)
Net movement in funds		(438)	(5,850)	(6,288)	(25,965)	(8,475)	(34,440)
Reconciliation of funds:							
Total funds brought forward		85,543	11,525	97,068	111,508	20,000	131,508
Total funds carried forward	14	85,105	5,675	90,780	85,543	11,525	97,068

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 14 to the financial statements.

Balance sheet

As at 31 March 2022

	Note	£	2022 £	£	2021 £
Fixed assets:					
Tangible assets	9		2,994		1,475
Current assets:					
Debtors	10	23,997		5,000	
Cash at bank and in hand		97,290		126,618	
		<u>121,287</u>		<u>131,618</u>	
Liabilities:					
Creditors: amounts falling due within one year	11	33,501		36,025	
Net current assets			<u>87,785</u>		<u>95,593</u>
Total net assets			<u>90,780</u>		<u>97,068</u>
The funds of the charity:					
Restricted income funds	14		5,675		11,525
Unrestricted income funds:					
General funds		85,105		85,543	
		<u>85,105</u>		<u>85,543</u>	
Total unrestricted funds			<u>85,105</u>		<u>85,543</u>
Total charity funds			<u>90,780</u>		<u>97,068</u>

The financial statements were approved and authorised for issue by the Board on 2nd December 2022. Signed on behalf of the board of trustees



Signature

Kieran Walshe

Name
Trustee

1 Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP FRS 102 1A), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and UK GAAP.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

The financial statements have been prepared to give a ‘true and fair’ view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a ‘true and fair view’. This departure has involved following the 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) – (Charities SORP FRS 102 1A) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

b) Public benefit entity

The Trust meets the definition of a public benefit entity under FRS 102.

c) Going concern

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Key judgements that the Trust has made which have a significant effect on the accounts include estimating accrued income for gift aid claim.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income received in advance membership fees related to future years is deferred to the year to which they relate.

e) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

1 Accounting policies (continued)

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds relate to the costs incurred by the Trust in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- Expenditure on charitable activities includes the costs undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction, support and administration of each activity, is apportioned to Research and Education in full.

i) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £250. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- Computer equipment 3 years

1 Accounting policies (continued)

j) Debtors

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

k) Cash at bank and in hand

Cash at bank and cash 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. Cash balances exclude any funds held on behalf of service users.

l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Income from donations and legacies

	Unrestricted £	Restricted £	2022 Total £	2021 Total £
Health Foundation grants	22,867	–	22,867	32,667
Universities UK	340	–	340	2,781
Other	–	–	–	170
	<u>23,207</u>	<u>–</u>	<u>23,207</u>	<u>35,618</u>

The 'donation' from Universities UK in 2020 for £91,388 was the transfer of assets at the point at which activities began to be undertaken by HSR UK as a newly incorporated charity. Subsequently, a balancing figure of £2,781 was received in 2021.

3 Income from charitable activities

	Unrestricted £	Restricted £	2022 Total £	2021 Total £
Research and education				
Project & Seminars	17,194	–	17,194	5,000
Membership fees	21,944	–	21,944	16,375
Conference Income	63,025	–	63,025	–
	<u>102,163</u>	<u>–</u>	<u>102,163</u>	<u>21,375</u>

Membership fees included gift in kind of nil (2021: £500) in respect of provision of services and facilities.

4 Analysis of expenditure

	Charitable activity		
	Research & education	Support costs	2022 Total
	£	£	£
Staff costs (Note 5)	74,935	–	74,935
Recruitment	1,353	–	1,353
Trustee recruitment and expenses	3,766	–	3,766
Project costs	5,026	–	5,026
Conference costs	22,629	–	22,629
Website, promotion and newsletter	8,146	–	8,146
Legal and professional fees	6,015	–	6,015
Insurance	–	851	851
Independent examination	–	1,514	1,514
IT & software costs	–	1,460	1,460
Depreciation	–	1,114	1,114
Bank Charges and sundries	–	1,653	1,653
Bad debts	–	3,195	3,195
Total expenditure on charitable activities 2022	121,870	9,787	131,658

Of the total expenditure in 2022, £125,808 (2021: £82,958) was unrestricted and £5,850 (2021: £8,475) was restricted.

	Charitable activity		
	Research & education	Support costs	2021 Total
	£	£	£
Staff costs (Note 5)	49,867	–	49,867
Recruitment	537	–	537
Trustee recruitment and expenses	4,200	–	4,200
Project costs	4,275	–	4,275
Conference costs	17,228	–	17,228
Website, promotion and newsletter	8,649	–	8,649
Legal and professional fees	–	500	500
Insurance	–	523	523
Independent examination	–	1,500	1,500
IT & software costs	–	2,548	2,548
Depreciation	–	737	737
Bank Charges and sundries	–	369	369
Bad debts	–	500	500
Total expenditure on charitable activities 2022	84,756	6,677	91,433

5 Staff costs and cost of key management personnel

Staff costs were as follows:

	2022	2021
	£	£
Salaries and wages	58,681	40,128
Social security costs	5,251	3,957
Employer's contribution to defined contribution pension schemes	11,003	5,782
	<u>74,935</u>	<u>49,867</u>

No employee earned more than £60,000 during the year.

6 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2022	2021
	No.	No.
Charitable activities	2.0	1.0
	<u>2.0</u>	<u>1.0</u>

7 Related party transactions

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

Key management personnel are the Trustees of the charity and the Chief Executive Officer.

There are no related party transactions to disclose for 2022 (2021: none). The charity trustees were not paid or received any other benefits from employment with the charity in the year. No charity trustee received payment for professional or other services supplied to the charity (2021: £nil). No charity trustee received payment or reimbursement of travel and subsistence costs incurred by members relating to attendance at meetings of the trustees.

8 Taxation

The Trust is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Notes to the financial statements

For the year ended 31 March 2022

9 Tangible fixed assets

	Computer equipment £	Total 2022 £	Total 2021 £
Cost or valuation			
At the start of the year	2,212	2,212	2,212
Additions in year	2,633	2,633	-
At the end of the year	4,845	4,845	2,212
Depreciation			
At the start of the year	737	737	-
Charge for the year	1,114	1,114	737
At the end of the year	1,851	1,851	737
Net book value At the end of the year	2,994	2,994	1,475

10 Debtors

	2022 £	2021 £
Accrued income	22,867	-
Other debtors – membership fee	1,130	5,000
	23,997	5,000

11 Creditors: amounts falling due within one year

	2022 £	2021 £
Accruals	1,500	1,500
Deferred income	32,001	34,525
	33,501	36,025

12 Deferred income

Deferred income comprises membership fees invoiced or received during the year that relate to future

	2022 £	2021 £
Balance at the beginning of the year	34,525	12,000
Amount released to income in the year	(34,525)	(10,750)
Amount deferred in the year	32,001	33,275
Balance at the end of the year	32,001	34,525

13 Analysis of net assets between funds

	2022		Total funds £
	General unrestricted £	Restricted fund £	
Tangible fixed assets	2,994	–	2,994
Net current assets	82,111	5,675	87,786
Net assets at the end of the year	85,105	5,675	90,780

14 Movements in funds

	At 1 April 2021 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2022 £
Restricted funds:					
Health Foundation	11,525	–	(5,850)	–	5,675
Total restricted funds	11,525	–	(5,850)	–	5,675
Unrestricted funds:					
General funds	85,543	125,370	(125,808)	–	85,105
Total unrestricted funds	85,543	125,370	(125,808)	–	85,105
Total funds	97,068	125,370	(131,658)	–	90,780
	At 1 April 2020 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2021 £
Restricted funds:					
Health Foundation	20,000	–	(8,475)	–	11,525
Total restricted funds	20,000	–	(8,475)	–	11,525
Unrestricted funds:					
General funds	111,508	56,993	(82,958)	–	85,543
Total unrestricted funds	111,508	56,993	(82,958)	–	85,543
Pension reserve	–	–	–	–	–
Total funds	131,508	56,993	(91,433)	–	97,068

Purposes of restricted funds

The Health Foundation grant was toward cost of strategy/plan project which will be spent in the coming months

HEALTH SERVICES RESEARCH UK

England & Wales - Charity number 1182643

Accounts

Health Services Research UK

Charity Registration No. 1182643

Report and Unaudited Financial Statements
Year ended 31 March 2021

Health Services Research UK

Status: Charity registration no.: 1182643
The Charity's governing document is its Constitution dated 26 March 2019

Registered Office: The Nuffield Trust
59 New Cavendish Street
London
W1G 7LP

Chief Executive Helen Mthiyane

Trustees: Kieran Michael Joseph Walshe PhD
Naomi Judith Fulop
Dr Usha Vicki Boolaky
Dr Angus Ian Gerard Ramsay
Stephanie Karolina Kumpunen
Dr Kayleigh Marie Nelson
Prof Judith Anne Smith
Dr Gemma Rachel McKenna
Dr Helen Anne Snooks
Professor Gary Ashley Ford
Tara Lamont
Andrew David Hutchings
Dr Jennifer Whitty (retired 8 September 2020)
Robert Newton (appointed 10 May 2021)
Pearl Shirley Adikwor (appointed 10 May 2021)
Temidayo Mary Ajakaiye (appointed 10 May 2021)

Bankers: CAF Bank
Kent,
ME19 4JQ

**Independent
examiner:** Shruti Soni FCCA FCIE
Shruti Soni Ltd
Chartered Certified Accountants
117A St. John's Hill
Sevenoaks TN13 3PE

Health Services Research UK

Trustees' Report for the year ended 31 March 2021

The Trustees have pleasure in presenting their Annual Report and Financial Statements for the year ended 31 March 2021.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Health Services Research UK (HSR UK) is a self-supporting membership organisation dedicated to the promotion of health services research in policy and practice. HSR UK has existed for about 13 years, originally hosted within NHS Confederation and later Universities UK. In March 2019 HSR UK became an independent charity in its own right registered with the Charity Commission (no 1182643). The assets of HSR UK were formally transferred to the new charity from Universities UK in August 2019 (as reflected in last year's Financial Statements), therefore the year ended 31 March 2021 covered by this annual report was the first full financial year for the charity. It is based at the central London offices of the Nuffield Trust, which generously provides desk space (Government restrictions allowing) and HR services in kind, in return for which we are pleased to give the Trust complimentary membership and a number of complimentary conference places.

The collective voice of UK health services research, HSR UK connects researchers with health service leaders, managers, clinicians and policy makers to drive improvement and innovation in the NHS and social care.

HSR UK's membership consists of organisations which have an interest or involvement in health services research – many are university departments, centres or units; some are NHS or care organisations; others include think-tanks, research funders, consultancies and third sector organisations. HSR UK is governed by a board of up to 16 trustees, who are appointed by the members at its annual members' meeting, in accordance with the Articles of Association of the charity.

STATEMENT ON PUBLIC BENEFIT

The objectives and activities, and achievement and performance sections of this report clearly set out the activities which the charity undertakes for the public benefit. The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the charity.

RISK MANAGEMENT

The Trustees have reviewed the major and financial risks that impact on the work of the charity. The systems that have been established enable the Trustees to review and take necessary steps to lessen these risks.

OBJECTIVES AND ACTIVITIES

HSR UK exists to promote health services research in policy and practice in the United Kingdom. It has three main objectives:

- To convene and connect producers and users of health services research in the UK, and build links internationally, across Europe and globally.

Health Services Research UK

Trustees' Report for the year ended 31 March 2021

- To support evidence-based policy and practice in the NHS, helping to mobilise health services research, build capacity and make an impact
- To Influence policy leaders and funders to improve the profile and landscape of health services research, enabling it to thrive and develop.

In 2019/20, much of the work of HSR UK was focused on establishing the new charity and its initial board of trustees; moving its office base from Universities UK to the Nuffield Trust in London; agreeing the transfer of funds and records from Universities UK to the new charity; and establishing governance and management arrangements including appointing an Executive Officer.

In 2020/21 HSR UK was able to develop its activities and longer term plans and grow sustainably, appointing a second member of staff, an Administration and Communications Officer, and running a recruitment process for new Trustees (resulting in 3 new Trustees being appointed in May 2021). At the same time HSR UK had to adapt quickly to the circumstances brought about by COVID-19 pandemic from March 2020, with staff working from home, Board meetings taking place online, and the annual conference in 2020 converted to an entirely online event.

Registrations for the HSR UK Conference 2020, which was due to take place in Manchester, had already opened when the pandemic was announced. The conference committee responded quickly and took the decision to change the event to an online one, rather than cancel it. They also decided to make the event free to all, partly for practical reasons and partly as a gesture of support for the health services research community at a difficult time. The event was very well received, with over 3,000 registrations from the UK and around the world attending. Six live plenary webinars ran over three days, and more than a dozen recorded workshops and 140 research presentations were available to watch on demand. With event costs associated with online hosting and delivery, and no revenue from conference registrations, the charity made a net loss on the event which is normally its largest single source of income.

HSR UK partnered with Kaleidoscope Health & Care in the delivery of a series of 'Changing Healthcare' events. The first of these was delivered in London in February 2020, with the remaining events planned for the spring. Due to the pandemic we instead delivered the remaining events as an online conference in November. These interactive sessions were well attended and included engaging speakers from across health policy and practice.

HSR UK continued to engage with members and share opportunities through its regular newsletter, its website, and Twitter. There are currently 40 organisational members and just under 4200 individuals on our combined member and non-member mailing lists.

A new member benefit offered this year was the opportunity to take part in a mentoring programme. Eleven health services researchers from member organisations have been paired with mentors from different member organisations, with the aim of supporting career development and additionally helping to facilitate connections within our community.

ACHIEVEMENTS AND PERFORMANCE

This has been a very successful year for HSR UK, despite the impact of the pandemic. The charity's audience grew considerably as a result of the free online conference, and the team learned a lot about holding online events in the process. There has been the development of new activities and relationship with key stakeholders, both in the UK and internationally, much of this as a result of sharing learning and experiences from holding an online conference.

Health Services Research UK

Trustees' Report for the year ended 31 March 2021

Financially the charity was able to remain stable despite making a net loss this year, thanks to comfortable reserves from the previous year as well as an additional year's core grant provided by the Health Foundation to cushion the impact of the conference not making an income.

With a growing staff team and board of Trustees, and a business plan that supports sustainable growth, aligned to our aims, HSR UK is in a good position for the future year.

FINANCIAL REVIEW

During the year, the Charity's income totalled £56,993. In addition to this, reserves of £131,508 were brought forward from the previous year. Resources expended totalled £91,433. Total funds carried forward to 2021/2 were £97,068. Conference registrations and membership fees of £34,525 received during the year were deferred to 2021.

HSR UK's reserves policy is set out below. It is reviewed annually by Trustees when they review and approve the charity's annual report and accounts before they are presented at the annual members' meeting and then submitted to the Charity Commission. It takes account of guidance issued by the Charity Commission on setting and reviewing a charity's reserves policy (CC19).

RESERVES POLICY

The purpose of our reserves policy is to ensure that HSR UK can continue to operate sustainably in the face of unexpected circumstances (such as drop in income or increase in costs which was not foreseen) and to enable HSR UK to take advantage of new opportunities consistent with its objectives when they arise. To that end, we seek to maintain a minimum reserve in unrestricted funds equivalent to six months core funding for HSR UK's office costs – staff, accommodation and basic operating costs – and for any other liabilities which would arise in the event that the charity ceased operations (for example, redundancy or other costs). In the financial year 2020/21 that amount was £40,000. At the end of financial year 2020/21 the final balance of unrestricted funds was £85,543.

As HSR UK expects to expand its activities in coming years, this minimum reserve will be kept under annual review and adjusted accordingly. Reserves above this minimum level are held in order to support such expansion as opportunities arise, particularly where they might require initial investment of resources.

PLANS FOR FUTURE AND IMPACT OF COVID 19 ON THE CHARITY'S ACTIVITIES AND FINANCIAL STABILITY

With the support of a grant from the Health Foundation HSR UK commissioned a piece of research with stakeholders (both members and non members, in different sectors) to better understand what they value about HSR UK and what else we might offer. This informed our business plan and strategy for the next three years.

Health Services Research UK

Trustees' Report for the year ended 31 March 2021

The pandemic had a considerable impact on the charity's plans in 2020 and will continue to impact on its activities, and external environment, for the foreseeable future. In particular HSR UK's ability to hold – and generate income from – large face to face events is uncertain. The Trustees aim to reduce HSR UK's reliance on these types of events, and instead deliver more online and hybrid conferences and workshops. This autumn HSR UK will deliver a series of events considering how we can improve inclusion in health services research, from different perspectives. This key project will be delivered in partnership with the Health Foundation, patient and public representatives, The King's Fund and the Nuffield Trust. HSR UK is committed to developing follow up activities that will lead to real improvements in this area, and recognises the role the organisation has to play in this.

HSR UK will also develop other income streams through partnership projects, the development of resources and tools, and by strengthening our membership 'offer'. The business plan aims to increase membership and encourage more NHS and voluntary sector organisations to consider joining. The pandemic has highlighted the need for a responsive, collaborative research community and for research to be rapidly mobilised by decision makers. The board of trustees and executive team are motivated by the role that HSR UK can play in supporting this and they will continue to champion the value of health services research in our response to and recovery from the pandemic.

Statement of Trustees' Responsibilities

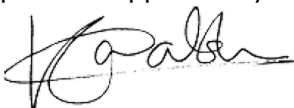
The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

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

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the Trust's transactions and disclose with reasonable accuracy at any time the financial position of the Trust and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 21 Sept 2021 and signed on their behalf by:

Signed  (Trustee)
Name Kieran Walshe

Independent Examiner's Report to the Trustees of Health Services Research UK

I report on the financial statements of the Trust for the year ended 31 March 2021 as set out on pages 7 to 15.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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

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.

Shruti Soni

Shruti Soni FCCA FCIE

Shruti Soni Ltd ● Chartered Certified Accountants
117A St. John's Hill, Sevenoaks TN13 3PE

Date: 21 Sept 2021

Health Services Research UK
Statement of financial activities

For the year ended 31 March 2021

	Note	Unrestricted £	Restricted £	2021 Total £	Unrestricted £	Restricted £	2020 Total £
Income from:							
Donations and legacies	2	35,618	–	35,618	124,055	20,000	144,055
Charitable activities	3						
Research and education		21,375	–	21,375	9,250	–	9,250
Total income		56,993	–	56,993	133,305	20,000	153,305
Expenditure on:							
Charitable activities							
Research & education	4	82,958	8,475	91,433	21,797	–	21,797
Total expenditure		82,958	8,475	91,433	21,797	–	21,797
Net income/(expenditure) for the year		(25,965)	(8,475)	(34,440)	111,508	20,000	131,508
Net movement in funds		(25,965)	(8,475)	(34,440)	111,508	20,000	131,508
Reconciliation of funds:							
Total funds brought forward		111,508	20,000	131,508	–	–	–
Total funds carried forward	14	85,543	11,525	97,068	111,508	20,000	131,508

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 14 to the financial statements.

Balance sheet

As at 31 March 2021

	Note	£	2021 £	£	2020 £
Fixed assets:					
Tangible assets	9		1,475		2,212
Current assets:					
Debtors	10	5,000		6,500	
Cash at bank and in hand		126,618		137,195	
		<u>131,618</u>		<u>143,695</u>	
Liabilities:					
Creditors: amounts falling due within one year	11	36,025		14,398	
Net current assets			<u>95,593</u>		<u>129,297</u>
Total net assets			<u><u>97,068</u></u>		<u><u>131,508</u></u>
The funds of the charity:					
Restricted income funds	14		11,525		20,000
Unrestricted income funds:					
General funds		85,543		111,508	
Total unrestricted funds			<u>85,543</u>		<u>111,508</u>
Total charity funds			<u><u>97,068</u></u>		<u><u>131,508</u></u>

The financial statements were approved and authorised for issue by the Board on 21 Sept 2021.
Signed on behalf of the board of trustees



Signature

Kieran Walshe

Name

Trustee

1 Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The charity is a Trust registered with Charity Commission. The registered office address is given in the charity information page.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

b) Public benefit entity

The Trust meets the definition of a public benefit entity under FRS 102.

c) Going concern

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Key judgements that the Trust has made which have a significant effect on the accounts include estimating accrued income for gift aid claim.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income received in advance membership fees related to future years is deferred to the year to which they relate.

e) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

1 Accounting policies (continued)

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds relate to the costs incurred by the Trust in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- Expenditure on charitable activities includes the costs undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction, support and administration of each activity, is apportioned to Research and Education in full.

i) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £250. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- Computer equipment 3 years

1 Accounting policies (continued)**j) Debtors**

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

k) Cash at bank and in hand

Cash at bank and cash 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. Cash balances exclude any funds held on behalf of service users.

l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Income from donations and legacies

	Unrestricted £	Restricted £	2021 Total £	2020 Total £
Health Foundation grants	32,667	–	32,667	52,667
Universities UK	2,781	–	2,781	91,388
Other	170	–	170	–
	<u>35,618</u>	<u>–</u>	<u>35,618</u>	<u>144,055</u>

The 'donation' from Universities UK in 2020 for £91,388 was the transfer of assets at the point at which activities began to be undertaken by HSR UK as a newly incorporated charity. Subsequently, a balancing figure of £2,781 was received in 2021.

3 Income from charitable activities

	Unrestricted £	Restricted £	2021 Total £	2020 Total £
Research and education				
Project & Seminars	5,000	–	5,000	5,000
Membership fees	16,375	–	16,375	4,250
Total income from charitable activities	<u>21,375</u>	<u>–</u>	<u>21,375</u>	<u>9,250</u>

Membership fees included gift in kind of £500 (2020: £125) in respect of provision of services and facilities.

4 Analysis of expenditure

	<u>Charitable activity</u>		
	Research & education	Support costs	2021 Total
	£	£	£
Staff costs (Note 5)	49,867	-	49,867
Recruitment	537	-	537
Trustee recruitment and expenses	4,200	-	4,200
Project costs	4,275	-	4,275
Conference costs	17,228	-	17,228
Website, promotion and newsletter	8,649	-	8,649
Legal and professional fees	-	500	500
Insurance	-	523	523
Independent examination	-	1,500	1,500
IT & software costs	-	2,548	2,548
Depreciation	-	737	737
Bank Charges and sundries	-	369	369
Bad debts	-	500	500
	<u>84,756</u>	<u>6,677</u>	<u>91,433</u>
Total expenditure on charitable activities 2021	84,756	6,677	91,433

Of the total expenditure in 2021, £82,958 was unrestricted and £8,475 was restricted. All expenditure in 2020 was unrestricted.

	<u>Charitable activity</u>		
	Research & education	Support costs	2020 Total
	£	£	£
Staff costs (Note 5)	10,650	-	10,650
Recruitment	386	-	386
Project costs	2,193	-	2,193
Website, promotion and newsletter	2,214	-	2,214
Legal and professional fees	-	3,800	3,800
Insurance	-	126	126
Independent examination	-	1,500	1,500
Bank Charges and sundries	-	178	178
Bad debts	-	750	750
	<u>15,443</u>	<u>6,353</u>	<u>21,797</u>
Total expenditure on charitable activities 2021	15,443	6,353	21,797

5 Staff costs and cost of key management personnel

Staff costs were as follows:

	2021 £	2020 £
Salaries and wages	40,128	8,718
Social security costs	3,957	801
Employer's contribution to defined contribution pension schemes	5,782	1,131
	<u>49,867</u>	<u>10,650</u>

No employee earned more than £60,000 during the year.

6 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2021 No.	2020 No.
Charitable activities	2.0	1.0
	<u>2.0</u>	<u>1.0</u>

7 Related party transactions

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

Key management personnel are the Trustees of the charity and the Chief Executive Officer.

During the year ended 31 March 2020, Ruth Walshe, the daughter of Kieran Walshe (Trustee), carried out some freelance administrative work during the gap between Chief Executive Kym Lang departing and Helen Mthiyane starting. This was agreed in a board meeting as required by the Constitution and documented. There are no related party transactions other than the above to disclose for 2021. The charity trustees were not paid or received any other benefits from employment with the charity in the year. No charity trustee received payment for professional or other services supplied to the charity (2020: £nil). No charity trustee received payment or reimbursement of travel and subsistence costs incurred by members relating to attendance at meetings of the trustees.

8 Taxation

The Trust is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

9 Tangible fixed assets

	Computer equipment £	Total 2021 £	Total 2020 £
Cost or valuation			
At the start of the year	2,212	2,212	-
Additions in year	-	-	2,212
	<u>2,212</u>	<u>2,212</u>	<u>2,212</u>
At the end of the year	2,212	2,212	2,212
Depreciation			
Charge for the year	737	737	-
	<u>737</u>	<u>737</u>	<u>-</u>
At the end of the year	737	737	-
Net book value			
At the end of the year	<u>1,475</u>	<u>1,475</u>	<u>2,212</u>

10 Debtors

	2021 £	2020 £
Other debtors – membership fee	5,000	6,500
	<u>5,000</u>	<u>6,500</u>

11 Creditors: amounts falling due within one year

	2021 £	2020 £
Creditors	-	898
Accruals	1,500	1,500
Deferred income	34,525	12,000
	<u>36,025</u>	<u>14,398</u>

12 Deferred income

Deferred income comprises membership fees invoiced or received during the year that relate to future

	2021 £	2020 £
Balance at the beginning of the year	12,000	-
Amount released to income in the year	(10,750)	-
Amount deferred in the year	33,275	12,000
	<u>34,525</u>	<u>12,000</u>
Balance at the end of the year	<u>34,525</u>	<u>12,000</u>

13 Analysis of net assets between funds

	2021		
	General unrestricted £	Restricted fund £	Total funds £
Tangible fixed assets	2,212	-	2,212
Net current assets	83,332	11,525	94,857
Net assets at the end of the year	85,543	11,525	97,068

14 Movements in funds

	At 1 April 2020 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2021 £
Restricted funds:					
Health Foundation	20,000	-	(8,475)	-	11,525
Total restricted funds	20,000	-	(8,475)	-	11,525
Unrestricted funds:					
General funds	111,508	56,993	(82,958)	-	85,543
Total unrestricted funds	111,508	56,993	(82,958)	-	85,543
Total funds	131,508	56,993	(91,433)	-	97,068
	At 1 April 2019 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2020 £
Restricted funds:					
Health Foundation	-	20,000	-	-	20,000
Total restricted funds	-	20,000	-	-	20,000
Unrestricted funds:					
General funds	-	133,305	(21,797)	-	111,508
Total unrestricted funds	-	133,305	(21,797)	-	111,508
Pension reserve	-	-	-	-	-
Total funds	-	153,305	(21,797)	-	131,508

Purposes of restricted funds

The Health Foundation grant was toward cost of strategy/plan project which will be spent in the coming months