

Patron: Professor Sir Denis Pereira Gray OBE



National Association
for Patient Participation

Annual Report and Accounts **2023/24**

NATIONAL ASSOCIATION FOR PATIENT PARTICIPATION
ANNUAL REPORT AND ACCOUNTS 2023/24

The Trustees present their Report and Accounts of the organization from 1 April 2023 to 31 March 2024.

Charity Name National Association for Patient Participation

Charity Number 1187058

Registered Office N.A.P.P., c/o HHAS, Weltech Business Centre, Ridgeway, Welwyn Garden City, AL7 2AA

Governing Document. The Charity was established by Deed in 1978 and became a registered charity in 1985.
The CIO was registered on 19 December 2019.

Trustees The following were Trustees of the Charity during the financial year.

Dr Folarin Majekodunmi	Chair	
Sandy Gower	Vice Chair	
Philip Linnegar	Trustee	
Bruce Morton	Trustee	Appointed 18 November 2023
Judith Morris	Trustee	Appointed 18 November 2023

President Dr Patricia Wilkie, OBE, PhD, FRCR (Hon), FRCGP (Hon)
Patron Sir Denis Pereira Gray, OBE, FRCP, FRCGP, FMedSci

Bankers Barclays Bank PLC, PO Box 193, 8/12 Church Street, Walton on Thames KT12 2YW
CAF Bank, 25 Kings Hill Avenue, West Malling, Kent MK18 4JQ

Independent Examiner Janice Matthews FCA, Menzies LLP, 2nd Floor Magna House, 18-32 London Road, Staines Upon Thames TW18 4BP

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Introduction from the Chairman

As I reflect on my sixth year as Chairman, I am filled with pride in the progress we have made as an organisation over the past year. While I continue to prepare for my planned handover to a new Chairman, it is gratifying to see how far we have come, particularly in relation to: strengthening our board of trustees, solidifying our financial resilience, and expanding the range of bespoke support we provide to our membership.

In earlier years, N.A.P.P. relied heavily on the dedication, time, and goodwill of our trustees. Whilst the contributions of our trustee, volunteers and wider network of friends and supported, remain invaluable, I am delighted to report that we have developed a more resilient and professional corporate structure over the past 12 months. This has allowed us to meet our obligations as a charity and fulfil the needs of our members in a more expert and efficient manner. In addition, the increased stability within our organisation has freed up trustees' time, enabling them to focus on a smaller, more strategic set of priorities.

One key focus has been on generating additional income to support this enhanced structure and ensuring we retain and grow our membership base. In particular, we have made great strides in fostering patient participation, thanks to our work with the VeryConnect platform and our enquiry line. This has not only improved our engagement with members but also strengthened our delivery of patient-focused services.

Our financial position remains strong, largely due to the successful re-engagement of lapsed members and much delayed changes to our fee structure. Despite the need to recruit additional trustees, our existing team – though small – is highly skilled, committed, and has been pivotal in driving the significant shifts we've experienced this year.

Our collaboration with partners (most notably NHS England) has also continued to flourish, particularly in amplifying the patient voice. Through the VeryConnect platform, we've been able to ensure that our members' views are actively contributing to the shaping of local services. These partnerships remain a vital element in fulfilling our mission.

Looking ahead, my intention to step down as Chairman remains unchanged, and we are in the process of recruiting both new trustees

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and (hopefully) a successor to lead N.A.P.P. into its next phase. The transition is being carefully managed to ensure that the new leadership is well-prepared to build on the successes of the past year.

I would like to extend my heartfelt thanks to all those who have been instrumental in our achievements over the past year. Special recognition must go to our newly appointed trustees, Mr. Bruce Morton and Ms. Judith Morris, whose fresh perspectives and expertise have already made a substantial impact. I am also deeply grateful to Sandy Gower, for her years of faithful and diligent service and Philip Linnegar, whose work has been pivotal in strengthening our operations, enhancing our corporate resilience, and ensuring that our trustees focus on activities that truly add value.

A special note of appreciation goes to our dedicated team, including Victoria Codling, our Administrative and Member Support Manager, who has been in supporting our members Beth Moore, our Communications and Engagement Manager, who continues to elevate our outreach efforts; and our Webmaster, Chris Oxtoby, whose technical expertise has been a cornerstone of our digital engagement.

I must express my gratitude to our esteemed President, Dr. Patricia Wilkie, and our Patron, Sir Denis Pereira Gray, for their unwavering support and guidance.

Finally, I would like to extend my deepest and most heartfelt thanks to all of our members. Your unwavering commitment, participation, and support are the lifeblood of N.A.P.P. It is through your help and support that we are able to advocate for patient participation and influence positive change within the healthcare system. You inspire us to keep striving for excellence, and it has been a privilege to serve you. As we look ahead, I know that your continued involvement will remain a driving force behind everything we do. Thank you for being the heart of our organisation



Dr Folarin Majekodunmi, ARCS, PhD

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Principal Activities

The object for which the Association is established is, through the medium of patient participation, to promote and contribute to the relief of sickness and preservation and protection of health for the public benefit, by fostering the highest possible standards of primary medical care, through the medium of patient participation by:

1. Giving health professionals and patients the opportunity to meet and discuss topics of mutual interest.
2. Providing a means for patients to make positive suggestions about the practice and their own health care.
3. Encouraging health education activities within the practice.
4. Developing self-help projects to meet the needs of fellow patients.
5. Acting as representatives to attempt to influence the local provision of health and social care.

1. Overview of activities

We are thrilled to report significant progress across multiple key areas over the past financial year. This has been a year of both growth and transformation, where we have successfully addressed many of the priorities that our members identified as critical in the previous period. These accomplishments not only reflect our commitment to listening to and acting on the concerns of our members, but also our determination to enhance our capacity to serve them effectively.

By remaining agile and responsive, we have been able to implement a number of impactful initiatives that will pave the way for future success. These achievements can be summarised as follows, demonstrating how our efforts continue to strengthen our organisation, enrich member experiences, and ensure that we remain at the forefront of driving positive change across the healthcare landscape.

(a) Recruiting New Trustees:

We have implemented a comprehensive recruitment and onboarding process to ensure that new trustees share N.A.P.P.'s passion and commitment to our mission. Special efforts have been made to attract individuals with the right expertise, particularly in the area of digital innovation, to address current skill gaps. Our focus remains on finding trustees who can not only help us navigate today's challenges but also respond to the evolving needs and concerns of our valued members.

(b) Member Engagement:

By the end of this year, we are delighted to report that # members from # Patient Participation Groups (PPGs) were actively engaging on our VeryConnect platform. This platform continues to be a cornerstone for fostering interaction and collaboration. It allows us to stay closely connected with our members, better understand their needs, and ensure that we can provide timely support and relevant communication.

(c) Professional Development:

We are proud to have made significant strides in developing a more professional corporate structure, enhancing our bookkeeping, administration, and member engagement capabilities. These improvements are designed to ensure that N.A.P.P. operates with the highest level of professionalism, offering reliable and effective support to our members at every touchpoint.

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(d) Strengthening Partnerships:

Our close partnerships with key institutions, such as NHS England and the Royal College of General Practitioners, continue to grow in strength. By actively contributing to the decision-making processes of these organisations, we've amplified N.A.P.P.'s influence in shaping the policies and strategies that matter most to our members and the wider healthcare landscape. This ongoing collaboration is vital to ensuring that patient voices remain central to healthcare decisions.

(e) Reviving the Corkill Awards:

This year, we successfully revived the prestigious Corkill Awards, which celebrate outstanding achievements among PPGs. Learning from last year's shortlisted applicants has been both inspiring and educational, providing valuable insights and best practices that have been shared across our entire network. These stories of success are sparking positive change and innovation within PPGs and their associated practices.

(f) Financial Sustainability:

Under the leadership of Mr. Philip Linnegar, we've embarked on initiatives aimed at ensuring the long-term financial health of N.A.P.P. His efforts are not only helping to secure our future but also focusing on providing even better support to our members. This includes helping practices and PPGs maximise the benefits of their partnerships, ensuring they thrive despite the pressures they face.

(g) Member Bulletins:

We are thrilled to have reintroduced regular member bulletins, carefully tailored to address the pressing issues that affect our members and their practices. These bulletins provide timely and relevant updates, ensuring that everyone stays informed about the latest developments that impact both their local PPGs and the broader landscape of general practice.

(h) Engaging Decision-Makers:

Despite a small trustee team, N.A.P.P. has remained proactive in maintaining strong relationships with key regulatory bodies. Our ongoing collaboration ensures that patient participation remains firmly on the agenda, allowing us to continue advocating for the needs of our members and the wider community.

1. **Prioritising Patient Needs:** At the heart of everything we do is our unwavering commitment to putting patients first. Their concerns, needs, and well-being are always our top priority, guiding our every decision and action.
2. **Patient-Centric Decision-Making:** Our focus is on empowering patients to have a real and influential voice in key healthcare decisions, ensuring that patient perspectives are not just heard, but acted upon at every level of care delivery.
3. **Enhancing Care Quality Through Participation:** By fostering active patient participation, we aim to elevate the quality of care, making patient experiences central to the continuous improvement of healthcare services.
4. **Collaborative Improvement:** We actively promote collaboration between patients and healthcare professionals, driving continuous service improvements that reflect the needs and expectations of both patients and providers.

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5. **Empowering Patient Voices:** We are dedicated to elevating the role of patients, enabling them to take a significant role in shaping healthcare services and ensuring their contributions lead to tangible outcomes.
6. **Evidence-Based Patient Feedback:** Through robust engagement with our members, we gather and relay patient feedback grounded in evidence, offering clear and actionable insights that shape service improvements and policy development.
7. **Comprehensive Membership Support:** Our dedicated team offers tailored support, ensuring that our members have access to expert advice and resources whenever they need it and by fostering a strong and supportive community.
8. **Policy and Best Practice Guidance:** We provide our members with in-depth, up-to-date guidance aligned with current healthcare policies and recognised best practice, ensuring they are well-equipped to navigate and implement the latest standards.
9. **Sharing Expertise:** Leveraging our extensive knowledge and experience, we guide and support the establishment and growth of PPGs, helping them to flourish and make a lasting impact on local healthcare services.
11. **Advocacy for Healthcare Policy Change:** N.A.P.P. consistently advocates for healthcare policies that prioritise patient needs and strengthen patient participation. We work closely with government bodies and healthcare institutions to influence policy changes that improve the quality and accessibility of care for all.

2. Governance, Structure, and Management

N.A.P.P. continues to demonstrate a strong commitment to elevating the quality and standards of primary care, all from the vital perspective of the patient. Our interactions with members, as well as our collaborations with a wide range of healthcare providers, commissioners, and arm's-length bodies, place patient empowerment at the forefront of our mission. Patient Participation Groups (PPGs) remain a cornerstone in this endeavor, enabling and equipping patients to take proactive control over their health and well-being. In line with our mission, the Trustees uphold their responsibilities under section 4 of the Charities Act 2006, ensuring a continued focus on public benefit, as enshrined in our governing document.

(a) Board of Trustees

Our Board of Trustees, comprising Chairman Dr. Folarin Majekodunmi, Vice-Chairman Sandy Gower, and trustees Mr. Philip Linnegar, Mr. Bruce Morton, and Ms. Judith Morris, is fully committed to driving N.A.P.P.'s mission forward. Each trustee plays an active role in the following areas:

1. **Strategic Collaboration:** Working closely with N.A.P.P.'s key stakeholders to enhance the organisation's mission and impact.
2. **Representation:** Serving as N.A.P.P.'s representatives at key conferences and events, ensuring that our voice is heard on both national and local platforms.
3. **Operational Support:** Contributing to the efficient and effective management of N.A.P.P., helping to ensure the organisation runs smoothly and meets the needs of its members.
4. **Raising N.A.P.P.'s Profile:** Actively promoting N.A.P.P. and its work to elevate its presence and influence across healthcare services.

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The Board conducts ongoing reviews of the skills, knowledge, and experience required to support N.A.P.P.'s diverse membership base, ensuring our recruitment strategy for trustees is always aligned with organisational needs.

(b) Governance

Despite a small number of trustees, N.A.P.P. maintains a strong governance framework, ensuring compliance with all relevant regulations and safeguarding its independence.

1. **Compliance with SORP:** We continue to adhere to the latest Statement of Recommended Practice (SORP) regulations, as mandated by the Charity Commission, ensuring full transparency and accountability in our financial and operational practices.
2. **Trustee Handbook:** The trustee handbook has been updated to reflect the evolving needs of our members and to ensure that newly appointed trustees are equipped with the right tools and knowledge from the outset. This revision will guide our future recruitment and onboarding processes, ensuring that trustees are both well-prepared and fully aligned with N.A.P.P.'s objectives.
3. **Data Protection:** We continue to uphold our obligations under the Data Protection Act. Our ongoing commitment to data security and privacy ensures the responsible handling of personal data, safeguarding the trust of our members and stakeholders.
4. **Managing Conflicts of Interest:** The Board remains diligent in maintaining a Declaration of Interests for all trustees, ensuring transparency and integrity in our operations. This proactive approach allows us to effectively manage any potential conflicts of interest, thereby protecting both the organisation and its trustees. Moreover, it reinforces N.A.P.P.'s standing as an independent and impartial entity within the healthcare sector.

Through these robust governance measures, we are able to safeguard the credibility, operational efficiency, and strategic direction of N.A.P.P., ensuring that we remain a trusted and influential voice in patient participation across primary care.

3. Other Significant Achievements

Since the Trustee's annual report for 2022/2023, N.A.P.P. has made several noteworthy strides that further underscore our commitment to empowering patients and enhancing healthcare delivery. These achievements reflect our dedication to advancing patient participation and strengthening the influence of Patient Participation Groups (PPGs) across the healthcare landscape:

1. **Advocacy for Patient Participation in National Policy:**
N.A.P.P.'s critical role in ensuring patient voices are represented in national healthcare policy discussions is a top priority. By contributing to consultations and policy reviews led by NHS England and other key stakeholders, we have significantly influenced healthcare policies to better reflect patient needs, ensuring patient participation remains a focal point both locally and nationally.

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2. Promoting PPGs and N.A.P.P.'s Influence:

Our efforts to influence healthcare decision-making at the highest levels, particularly within Integrated Care Systems (ICS), underscore N.A.P.P.'s dedication to shaping patient-centric healthcare delivery. Our partnership with NHS England and advocacy for better patient engagement, demonstrates our commitment to ensuring PPGs continue to play a key role in the onward development of our healthcare system.

3. PPG Membership Engagement:

The VeryConnect platform has been instrumental in fostering knowledge-sharing, and our tailored support services have helped PPGs navigate complex challenges. The growing engagement from Integrated Care Boards and broader organisations also reflects a shift towards a holistic approach to health and wellbeing.

4. Revitalising Communication Channels:

Revamping our communication channels has been essential in keeping our members informed and engaged. The introduction of our newly designed monthly newsletter and increased social media presence has greatly expanded our reach, allowing for more timely updates and discussions around patient participation and healthcare improvements.

5. Annual Conference Success:

The continuation of our virtual conference, building on positive feedback from previous years, ensures accessibility and the opportunity for dynamic engagement with top speakers and interactive sessions. This annual event remains a cornerstone of N.A.P.P.'s efforts to connect with and provide value to our members.

These additional examples showcase N.A.P.P.'s commitment to not only supporting our members, but also driving meaningful change across the broader healthcare system, ensuring that patient participation is both effective and influential at all levels of care.

4. Aims and priorities for 2024–2025

The Board is actively engaged in the recruitment of both a new Chair and additional Trustees to bring the Board to its full strength. With a complete and diverse complement of Trustees, we will be positioned to further accelerate and expand the progress we've made over the past year. This growth will enable us to enhance our advocacy efforts, provide even greater support to our members, and offer a wider range of supplemental services, including training workshops, symposia, and other initiatives designed to extend our reach and influence. The expanded Board will help us drive key priorities, such as:

1. Enhancing Regional Representation and Diversity:

We are committed to increasing regional representation and diversifying our membership. By bringing in trustees from a broader range of backgrounds and geographies, we can ensure that our decision-making reflects the full spectrum of patient experiences across the country, and that our work is informed by diverse perspectives.

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2. Strengthening PPG Development:

With additional trustees, we can enhance our ability to support the growth and effectiveness of PPGs. Building on the success of our guide, *Building Better Participation*, we will continue to seek new opportunities to share the expertise of our trustees and members, offering tools and insights to PPGs that help them deliver greater value within their communities.

3. Supporting Digital Literacy and Access:

We will continue to provide support to our members in developing their digital literacy, ensuring they are equipped to help their PPGs and practices adopt digital tools. By doing so, we can enhance patient engagement and ensure practices are offering easily accessible services, particularly for populations that may face barriers to digital health.

4. Expanding Training and Development Opportunities:

A larger board will allow us to introduce a broader range of training workshops and development programmes. These initiatives will be designed to strengthen the capacity of PPGs and their leaders, covering topics such as effective patient engagement, advocacy, governance, and the use of digital tools to drive healthcare improvement.

5. Increasing National Advocacy:

With a full complement of Trustees, we will be better positioned to intensify our advocacy efforts at both regional and national levels. This will include representing the interests of PPGs in policy discussions, influencing healthcare decision-making, and ensuring that patient voices are central to the development of new healthcare strategies.

6. Building Strategic Partnerships:

We aim to strengthen our collaborations with key healthcare bodies such as NHS England, the arms-length bodies, and other stakeholders. By fostering deeper relationships, we can increase the influence of PPGs and patient participation across the healthcare system, ensuring that patients remain at the heart of service design and delivery.

7. Enhancing Communication and Outreach:

An expanded Board will allow us to further improve our communication strategies, ensuring that we are reaching a broader audience of PPGs and healthcare stakeholders. We plan to introduce more targeted outreach efforts, leveraging digital platforms and regional networks to increase engagement and awareness of our work.

8. Supporting Innovation in PPG Practices:

With additional expertise on the Board, we can help PPGs and practices explore new, innovative approaches to patient participation. This may include the adoption of new technologies, creative engagement methods, and collaborative models that bring together patients, healthcare professionals, and the wider community.

9. Launching New Member Services:

We are keen to expand the range of services we offer to members, including personalised support, mentorship programmes, and tailored resources designed to address the specific challenges faced by individual PPGs. These services will be developed in response to feedback from our members and will be aimed at enhancing their capacity to drive meaningful change.

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10. Hosting High-Impact Events:

In addition to our successful annual conference, we plan to introduce a series of high-impact events, such as regional forums, webinars, and symposia, that will provide members with the opportunity to connect, learn, and share best practices. These events will focus on the most pressing issues facing PPGs and healthcare providers, offering practical solutions and inspiring new ideas.

Through these initiatives, the Board is focused on strengthening N.A.P.P.'s ability to support its members, enhance patient participation, and drive meaningful improvements across the healthcare landscape.



Trustee



Trustee

Date 24th September 2024

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Trustees Financial Report

Financial and General Purposes

The Hon Treasurer takes the lead in supervising the Charity's financial affairs on behalf of the Trustees, and the maintenance of proper financial records and procedures, in order to ensure the Charity's financial viability. I thank Mwamba Nyambe for her diligent service over the past 3 years and for the full-some handover and guidance in moving to alternative arrangements.

The Charity continues to seek to recruit a Hon Treasurer to the Board, and chair the Finance and General Purposes Committee.

Capacity to undertake the financial administration has been acquired. Carter Book-Keeping Services update and maintain our books of account. Tax Assist have been appointed to translate financial reports into the annual accounts, and Menzies will continue to act as our Independent Examiners.

Annual Affiliation Fees

The Charity recognizes that it is not always possible for working Trustees to undertake the operational activities that would otherwise be paid for. The increase in capacity to deliver improvements for members reported elsewhere, and the increasing costs of meeting the annual requirements of the Charity Commission highlighted the need to implement an immediate increase in annual affiliation fees to deliver balanced budget for the financial year ahead.

The Board continue to consider alternative fee structures, which would, in some way, reflect the size of Practice. This is particularly important because the changes across the NHS in recent years. Demand for NAPP services continues to increase particularly due to the trust relationship between NAPP and its members as the preferred advocate. NAPP remains that committed source of hope to ensure patient voices are heard, despite the challenges including receiving no statutory funding for its activities

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Accruals Accounts. These Accruals Accounts have been prepared in accordance with SORP regulations for charity accounts.

1. Revenue

Revenue is £32,410.67 (Unrestricted £25,410.67 and Restricted £7,000). The largest part, £21,710 (£21,600 in 2023), representing 79% of income is from affiliation fees from PPGs, often paid directly by GP Practices.

2. Expenditure

Expenditure for this financial year rose by 45% compared to 2023, reaching £41,207 (with £36,754 unrestricted and £4,453 restricted), up from £22,517 in 2023 (where unrestricted was £17,990 and restricted was £4,526). This increase was primarily driven by new appointments to the Support team to help advance the Charity's goals.

N.A.P.P. CIO continues to fund a platform – Very Connect – to help improve PPG engagement.

3. Bank Balance

The combined end-of-year bank balance is close to £ 52,277 (2023 £57,941), with net asset sum of £1,116 (2022 £1,810)

4. Investment and reserves

Reserves Policy: The Charity maintains a level of unrestricted reserves representing four – six months' expenditure, enabling us to continue for a period of limited income.

There are adequate reserves to sustain activities for 2023/24 – £50,260 (Unrestricted £40,032 and Restricted £10,227)

To ensure the on-going operations of the Charity, there have been specific areas where improvements have been made: Board, Finance, Membership and Development.

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Membership and Development

The National Association for Patient Participation is a membership organisation. We have reviewed and increased the administrative capacity to maintain its membership support:

- NAPP 'Very Connect' platform
- NAPP Membership Certificate
- NAPP monthly eBulletin
- NAPP Members Helpline
- NAPP Members eMail address
- NAPP Facebook page

In addition, it has been possible to improve some other more suitable arrangements that improve governance:

- Registered Office
- Registration, Information Commissioner's Office
- Archive capacity

Philip Linnegar,
24 September 2024

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Independent Examiners Report to the Trustees of National Association

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2024.

Responsibilities and basis of report

As the Trustees of the Charity, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 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.

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

Janice Matthews FCA

Menzies LLP, 2nd Floor Magna House, 18-32 London Road, Staines Upon Thames, TW18 4BP

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STATEMENT OF FINANCIAL ACTIVITIES							
	Notes	CIO Unrestricted 2024 £	CIO Restricted 2024 £	CIO Total 2024 £	CIO Unrestricted 2023 £	CIO Restricted 2023 £	CIO Total 2023 £
<u>Receipts</u>							
<u>Income from generated funds</u>							
Investment income		2,462.67	0.00	2,462.67	913.23	0.00	913.23
<u>Incoming resources from generated funds</u>							
Membership fees received		21,710.00	0.00	21,710.00	21,600.00	0.00	21,600.00
Conference funds received		0.00	0.00	0.00	0.00	0.00	0.00
Donations received		1,238.00	0.00	1,238.00	0.00	0.00	0.00
Grants received		0.00	7,000.00	7,000.00	0.00	5,000.00	5,000.00
<u>Total incoming resources</u>		<u>25,410.67</u>	<u>7,000.00</u>	<u>32,410.67</u>	<u>22,513.23</u>	<u>5,000.00</u>	<u>27,513.23</u>
<u>Resource Expended</u>							
Running costs	2	28,586.14	4,453.34	33,039.48	14,289.07	4,526.67	18,815.74
Governance costs	3	8,168.30	0.00	8,168.30	3,701.62	0.00	3,701.62
<u>Total Resource Expended</u>		<u>36,754.44</u>	<u>4,453.34</u>	<u>41,207.78</u>	<u>17,990.69</u>	<u>4,526.67</u>	<u>22,517.36</u>
<u>Net incoming/(outgoing) for the year</u>		<u>(11,343.77)</u>	<u>2,546.66</u>	<u>(8,797.11)</u>	<u>4,522.54</u>	<u>473.33</u>	<u>4,995.87</u>
Balance of reserves brought forward		51,376.18	7,680.96	59,057.14	46,853.64	7,207.63	54,061.27
<u>Balance of reserves carried forward</u>		<u>40,032.41</u>	<u>10,227.62</u>	<u>50,260.03</u>	<u>51,376.18</u>	<u>7,680.96</u>	<u>59,057.14</u>

There were no recognised gains or losses for the above years other than those in the Statement of Financial Activities. All income and expenditure derive from continuing activities.

The notes on pages 18 to 22 form part of these accounts

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BALANCE SHEET							
		CIO	CIO	CIO	CIO	CIO	CIO
		<u>Total</u>	<u>Total</u>	<u>Total</u>	<u>Total</u>	<u>Total</u>	<u>Total</u>
	<u>Notes</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Restricted</u>	<u>Total</u>
		<u>2024</u>	<u>2024</u>	<u>2024</u>	<u>2023</u>	<u>2023</u>	<u>2023</u>
		£	£	£	£	£	£
<u>Current Assets</u>							
Bank and Cash	4	51,929.53	347.62	52,277.15	55,260.32	2,680.96	57,941.28
<u>Debtors and Prepayments</u>							
Amounts falling due within 1 year	5	3,927.37	7,000.00	10,927.37	0.00	5,000.00	5,000.00
<u>Creditors and Accruals</u>							
Amounts falling due within 1 year	6	12,944.49	0.00	12,944.49	3,884.14	0.00	3,884.14
Net Current Assets		42,912.41	7,347.62	50,260.03	51,376.18	7,680.96	59,057.14
Total Assets less Current Liabilities		42,912.41	7,347.62	50,260.03	51,376.18	7,680.96	59,057.14
<u>Capital and Reserves</u>							
Current Year Earnings		(11,343.77)	2,546.66	(8,797.11)	4,522.54	473.33	4,995.87
Retained Earnings		51,376.18	7,680.96	59,057.14	46,853.64	7,207.63	54,061.27
Total Capital and Reserves		40,032.41	10,227.62	50,260.03	51,376.18	7,680.96	59,057.14

The notes on pages 18 to 22 form part of these accounts.

The financial statements on pages 15 to 17 were approved by the board of trustees on 24th September 2024.

 Philip Linnegar

Trustee

Trustee

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1. ACCOUNTING POLICIES

Basis of Preparation of Accounts

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

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 Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

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

Statement of concern

The trustees no longer consider that lack of Trustees, which is being mitigated by appointment of new Trustees, poses a material enough threat of NAPP CIO's ability to continue as a going concern. After making enquiries with its members the trustees have a reasonable expectation that the services provided by NAPP CIO will continue to be provided for the foreseeable future despite challenges highlighted in this report. For this reason, the Trustees have adopted the going concern basis in preparing the accounts.

Incoming Resources

Income is accounted for as received by the charity except where a member pays twice in a given year for renewal of existing membership in which case it is treated as deferred income. The income is shown gross.

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Irrecoverable VAT

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the statement of financial activities.

Governance Costs

Governance costs consist of expenditure on management and administration of the charity including all expenditure not directly related to the charitable activity or fund-raising ventures. This includes costs of the professional services which enable the charity to function and independent examination.

Debtors

Debtors are recognised at the settlement amount due after any discount. Prepayments are valued at the amount prepaid net of any discounts due.

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.

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 discounts due.

Financial instruments

The Charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

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Critical Accounting Estimates and Judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods. There were no critical accounting estimates during the period.

2. RUNNING COSTS

Total running costs in 2023/24 is £33,039 (Unrestricted £28,586 and Restricted £4,453).

RUNNING COSTS						
	<u>CIO</u>	<u>CIO</u>	<u>CIO</u>	<u>CIO</u>	<u>CIO</u>	<u>CIO</u>
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
	<u>2024</u>	<u>2024</u>	<u>2024</u>	<u>2023</u>	<u>2023</u>	<u>2023</u>
	£	£	£	£	£	£
<u>Running Costs</u>						
<u>Administrative Costs</u>						
Administration Duties	15,805.30	0.00	15,805.30	6,936.00	0.00	6,936.00
Bank Fees	78.75	0.00	78.75	72.00	0.00	72.00
Consulting	1,760.00	4,453.34	6,213.34	650.34	4,526.67	5,177.01
General Expenses	5,970.00	0.00	5,970.00	0.00	0.00	0.00
Insurance	648.37	0.00	648.37	596.37	0.00	596.37
Interest Paid	(1.22)	0.00	(1.22)	0.00	0.00	0.00
IT Software and Consumables	1,392.19	0.00	1,392.19	5,664.36	0.00	5,664.36
Conference costs	2,580.00	0.00	2,580.00	0.00	0.00	0.00
Travel-National	145.75	0.00	145.75	0.00	0.00	0.00
Subscriptions	207.00	0.00	207.00	370.00	0.00	370.00
Total Running Costs	<u>28,586.14</u>	<u>4,453.34</u>	<u>33,039.48</u>	<u>14,289.07</u>	<u>4,526.67</u>	<u>18,815.74</u>

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3. GOVERNANCE COSTS

	GOVERNANCE COSTS					
	<u>CIO</u>	<u>CIO</u>	<u>CIO</u>	<u>CIO</u>	<u>CIO</u>	<u>CIO</u>
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>
	<u>2024</u>	<u>2024</u>	<u>2024</u>	<u>2023</u>	<u>2023</u>	<u>2023</u>
<u>Governance costs</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Audit & Accountancy fees	7,783.00	0.00	7,783.00	3,113.40	0.00	3,113.40
Stripe Fees	385.30	0.00	385.30	588.22	0.00	588.22
Total Governance costs	8,168.30	0.00	8,168.30	3,701.62	0.00	3,701.62

None of the trustees received any remuneration during the year for acting as trustees.

No trustee has received any reimbursed expenditure for services provided to the charity, except for spend on behalf of the Charity which is included in expenditure and creditors sums.

4. CASH & BANK

Closing Bank balance as at 31 March 2024 was £52,277.

Bank	Unrestricted	Restricted	Total
	£	£	£
Opening Balance 1 April 2023	55,260.32	2,680.96	57,941.28
Movement	3,330.79	2,333.34	5,664.13
Closing Balance 31 March 2024	51,929.53	347.62	52,277.15

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5. DEBTORS AND PREPAYMENTS

A total sum of £7,000 in relation to Restricted income, a grant from NHS England was carried forward as Debtors as at 31 March 2024.

Debtors and Prepayments	Unrestricted	Restricted	Total
	£	£	£
Opening balance as at 1 Apr 2023	0.00	5,000.00	5,000.00
Movement	3,927.37	2,000.00	5,927.37
Closing Balance as at 31 Mar 2024	3,927.37	7,000.00	10,927.37

6. CREDITORS AND ACCRUALS

A total sum of £12,284 is owed to creditors as at 31 March 2024.

Creditors and Accruals	Unrestricted	Restricted	Total
	£	£	£
Opening balance as at 1 Apr 2023	3,884.12	0.00	3,884.12
Movement	9,060.35	0.00	9,060.35
Closing Balance as at 31 Mar 2024	12,944.47	0.00	12,944.47

7. RELATED PARTY TRANSACTIONS

IT and Administration services were paid to In-house Business Consultancy Limited owned by a volunteer.