

# **Royal Edinburgh Hospital Patients Council (SCIO)**

## **Annual Report and Accounts**

**Year ended 31 March 2025**

**Scottish Charity No: SC053875**



## Royal Edinburgh Hospital Patients Council (SCIO)

Year ended 31 March 2025

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### Reference and Administrative Information

<b>Charity Name:</b>	Royal Edinburgh Hospital Patients Council (SCIO)	
<b>Charity Registration Number:</b>	SC053875	
<b>Principal Address and OSCR Contact Address:</b>	Royal Edinburgh Hospital Morningside Terrace Edinburgh EH10 5HF	
<b>Trustees:</b>	The Trustees who served during the year and to the date of this report were as follows:  Stephen Muirhead <i>Chair</i> (to August 2024) Alison Rankin <i>Chair</i> (to February 2025) Stephen Muirhead <i>Chair</i> (from March 2025) Larry Osborne (from February 2024) Cathy Robertson (from December 2024) Maggie McIvor (from December 2024)	
<b>Co-opted Members:</b>	Cathy Robertson	(to December 2024)
	Maggie McIvor	(to December 2024)
<b>Staff:</b>	Simon Porter Carolyn Macpherson Katarzyna Wojcik (from October 2023)	
<b>MORE-P Staff (Mind Our Rights Education Project):</b>	Neha Bhatnagar – (From August 2021) Martin McAlpine – (From May 2022) Greig Irving – (From August 2023)	
<b>Website:</b>	<a href="http://www.rehpatientscouncil.org.uk">www.rehpatientscouncil.org.uk</a>	
<b>Facebook:</b>	<a href="http://www.facebook.com/rehpatientscouncil">http://www.facebook.com/rehpatientscouncil</a>	
<b>Email:</b>	<a href="mailto:info@rehpatientscouncil.org.uk">info@rehpatientscouncil.org.uk</a>	

## **Royal Edinburgh Hospital Patients Council (SCIO)**

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**Year ended 31 March 2025**

### **Reference and Administrative Information (Continued)**

**Independent Examiner:**

David Jeffcoat, F.C.C.A.  
TC Group  
Business Advisors and Accountants  
1 Lochrin Square  
92-98 Fountainbridge  
Edinburgh  
EH3 9QA

**Bankers:**

Bank of Scotland  
426 Morningside Road  
Edinburgh  
EH10 5QF

Thank you to all our volunteers for another incredible year!

# **Royal Edinburgh Hospital Patients Council (SCIO)**

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**Year ended 31 March 2025**

## **Trustees' Annual Report**

### **Structure, Governance and Management**

#### **Status of Charity and Governing document**

The Royal Edinburgh Hospital Patients Council (SCIO) ("Patients Council") is an incorporated membership organisation governed by its Constitution (Scottish Charity No. SC053875) which operated previously as an unincorporated membership organisation (SC021800) until 19 December 2024 when it changed its legal form, with the approval of OSCR, to a Scottish Incorporated Organisation (SCIO).

The Patients Council is an independent collective advocacy service for patients and former patients of the Royal Edinburgh Hospital and associated community mental health services. Every patient and former patient is a member of the Patients Council.

The members of the Board of Trustees are the Trustees for the purpose of charity law.

The Trustees, the majority of whom are themselves patients or former patients at the Royal Edinburgh Hospital (REH), are responsible for the strategic direction of the charity.

#### **Recruitment and appointment of Trustees**

Members interested in joining the Board of Trustees are interviewed by the Office-Bearers to:

- inform them about the work of Patients Council
- inform them about the roles and responsibilities of the Board of Trustees
- ensure their ability to fulfil the commitments
- identify any specific areas of interest they may have
- explain and sign the Patients Council activist agreement.

Prospective candidates are nominated and seconded by members of the Patients Council at the AGM. Members present at the AGM elect up to 15 Board Members.

### **Objectives and activities**

#### **Charitable purposes**

- To promote the rights of patients and former patients
- To address concerns raised by patients and former patients about services
- To resolve these concerns by working jointly to encourage changes and developments in services with hospital staff and management
- To facilitate the representation of patients' and former patients' views and opinions to the hospital, to health service management and to statutory organisations, as appropriate
- To act as a link with other patient groups and networks locally and nationally
- To raise awareness of the views of patients and former patients and collective advocacy issues at training events, conferences and other forums.

## **Royal Edinburgh Hospital Patients Council (SCIO)**

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**Year ended 31 March 2025**

### **Trustees' Annual Report (continued)**

#### **Summary of main activities in relation to the objects**

Patient issues are brought to the attention of the Patients Council in different ways. These include:

- Open Patients Council Meetings which are held every two months at the REH
- regular collective advocacy meetings held with patients on individual wards
- by letter, telephone, email or by calling into the office
- from individual advocacy staff
- distribution and collection of questionnaires
- direct personal experience of members

These issues are addressed and patient opinion expressed through:

- attending a wide variety of NHS review and development meetings in the REH
- attending consultation and networking events outwith the REH
- writing letters
- producing reports
- working directly with a range of staff

#### **Memorandum of Agreement**

Via a Memorandum of Agreement with AdvoCard, Scottish Charity No. SC023181, Patients Council is part of the Edinburgh Advocacy contract from City of Edinburgh Council which is held by AdvoCard. The Memorandum of Agreement addresses arrangements relating to staffing, liabilities and partnership working.

#### **Achievements and Performance**

##### **Chair's Report**

The discussions that began in 2022, around changing how the Patients Council was constituted, were finally wrapped up this year. For the last several years we have been progressing towards becoming a Scottish Charitable Incorporated Organisation (SCIO) & this was a really important goal for us to achieve. It was necessary after we parted ways with AdvoCard and became a fully independent charity. Importantly, it means our Board of Trustees are indemnified from the possibility of legal action being brought against them, as individuals, for any potential mistakes made by them in the course of their work for the organisation. Another important part of becoming a SCIO is that we now have a two-tier membership. As ever, all patients and former patients are members by default but now if a member wants to vote at an AGM or an EGM they have to register with us as voting members. At the end of 2024, OSCR (The Office of the Scottish Charity Regulator) approved our application to become a SCIO, and this was ratified at our AGM, in February 2025. In the process we adopted a new name – The Royal Edinburgh Hospital Patients Council (SCIO).

## **Royal Edinburgh Hospital Patients Council (SCIO)**

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**Year ended 31 March 2025**

### **Trustees' Annual Report (continued)**

Due to ill health, I stepped down from my role as Chair, in September of 2024. I would like to thank Alison Rankin for taking the role on and, as ever, doing a great job. We would also like to thank Alison, Simon & Carolyn for the extensive hours they spent on our constitution, along with myself – it was a lot of work. Some of these changes were necessary as part of our transition to a SCIO, and some have helped to make the Patients Council a more positive force for good in the world. As well as patients with mental health issues, we are now constituted to work with people from marginalised and otherwise vulnerable groups, whether in hospital or the community. And we now have a broader remit than before: our purposes now include advancing citizenship, community inclusion and non-discrimination. As well as the promotion of dignity, autonomy, equality, inclusion and compassion.

Thanks to Maggie, Cathy and Larry who sit on our Board of Trustees, and to those who fund us at the Edinburgh Health and Social Care partnership. Thanks also to our members, volunteers, staff and all those who work in the hospital; their co-operation has enabled us to run our groups and to continue to advance the rights of the patients.

**Stephen Muirhead** – Chair, REH PATIENTS COUNCIL (SCIO)

## **Royal Edinburgh Hospital Patients Council (SCIO)**

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**Year ended 31 March 2025**

### **Trustees' Annual Report (continued)**

#### **Project Co-ordinator's Report**

We began the new year by welcoming Larry Osborne to the REH Patients Council management committee, joining Alison Rankin, Stephen Muirhead, Cathy Robertson and Maggie McIvor on the body responsible for governing our organisation, setting our strategic direction and securing our financial future. Their first task was to set the priorities for the year, which they decided would be: (1) to maintain and continue to improve our working relationships, both within the organisation and with external partners; (2) to set up a new Staff/Patient Action Group to focus on re-opening the Verandah/ Broch space as a café space for patients, staff and visitors and (3) to explore securing new and additional sources of funding.

The last couple of years have seen the ongoing financial pressures and cost of living crises continue to rise and exert their unwelcome influence on the REH Patients Council. We often say that collective advocacy is usually about money and power and lately we seem to be forced to focus on the financial side of things more than ever before. Like it or not, all charities need money to survive, and the current climate of seemingly never-ending cuts, deficits, funding crises and savings plans has hit us particularly hard this year and has proved to be very challenging and worrying for us all.

On the more positive side, during this report's period in December 2024 the management committee took the final steps for the REH Patients Council to finally transition from its old, unincorporated charity status towards becoming a new, fully incorporated charitable organisation - a SCIO - which is the right vehicle for an organisation of our size and purpose and which offers our new Board of Trustees all the powers and protections they need to run us effectively and for the good of patients.

The secret of the REH Patients Council success has always been its volunteers, whether they be on the Board, or helping us to deliver our independent collective advocacy on the wards and the last year has seen seasoned collective advocacy volunteers like Alison, Stephen, Larry, Johnathan, Edward and Gillian be joined by new recruits like Steven Gillett, as well as some potential volunteers of the future like Elaine and John and as usual we have to thank them all for their excellent service.

We also need to thank our amazing staff, whether they work in the core contract part of the organisation (Carolyn our excellent organizer and Kasia our fab finance, admin and business officer), or on our human rights education programme as part of the MORE- P project (Neha, Martin and Greig). You couldn't ask for a more committed or skilled bunch of people and we're lucky to have them. The development worker role is to help us try to secure additional ongoing funding for our human rights work and Greig has ended up taking on this crucial role and we hope to have some good news in this department to pass on soon to our members. We were sorry to say goodbye to our MORE-P colleagues Kat MacGregor and Ruth Rooney who both left us for new pastures to take on new challenges, and we thank them for their time with us and wish them well in their future endeavours.

As the financial year came to an end in 2025, we were yet again faced with a funding crisis and the threat of even more cuts to our services. It is hard for us to find the energy to continue to fight hard for patients and to fight for our own survival but that is what all us small charities need to do in the current climate and with your help we will still be here in the years to come to make sure the patient voice is being heard and acted upon.

**Simon Porter**

## **Royal Edinburgh Hospital Patients Council (SCIO)**

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**Year ended 31 March 2025**

### **Trustees' Annual Report (continued)**

#### **Financial Review**

##### ***Results for the year***

Per the Statement of Receipts and Payments, the charity reported a Surplus for the year of £84,341 (2024 – Surplus £23,396) comprising a £6,661 Surplus in Unrestricted Funds and a £77,680 Surplus in Restricted Funds.

##### **Reserves Policy**

The charity's policy is to hold sufficient funds in reserve to ensure the charity's ability to fulfil its charitable objectives for at least three months. Per the Statement of Balances, the charity's Unrestricted Funds amounted to £24,792 (2024 - £18,131) which, although above the required level, was acceptable to the Trustees.

##### **Donated facilities and services**

Accommodation and computer facilities are provided free of charge by NHS Lothian.

##### **Independent Examiner**

The Trustees recommend that David Jeffcoat, FCCA, a Partner with TC Group, Business Advisors and Accountants, remains in office as Independent Examiner until further notice.

This Report was approved by the Trustees and signed on their behalf by:



**Stephen Muirhead**

*Trustee*

Date: 23 February 2026



## **Royal Edinburgh Hospital Patients Council (SCIO)**

### **Independent Examiner's Report to the Trustees of Royal Edinburgh Hospital Patients Council (SCIO)**

I report on the Accounts of the charity for the year ended 31 March 2025 which are set out on pages 11 to 14.

#### **Respective responsibilities of Trustees and Examiner**

The charity's Trustees are responsible for the preparation of the Accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity Trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the Accounts as required under section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

#### **Basis of Independent Examiner's Statement**

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the Accounts presented with those records. It also includes consideration of any unusual items or disclosures in the Accounts, and seeks explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the Accounts.

#### **Independent Examiner's Statement**

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
  - to prepare Accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave not been met, or
2. to which in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached.

*David Jeffcoat*

**David Jeffcoat, F.C.C.A.**

TC Group  
Business Advisors and Accountants  
1 Lochrin Square  
92-98 Fountainbridge  
Edinburgh  
EH3 9QA

Date: 5/3/2026

## Royal Edinburgh Hospital Patients Council SCIO

### Statement of Receipts and Payments Account Year ended 31 March 2025

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
<b>Receipts</b>					
Charitable activities	3	79,087	117,750	196,837	132,532
Bank interest		155	-	155	88
<b>Total Receipts</b>		<u>79,242</u>	<u>117,750</u>	<u>196,992</u>	<u>132,620</u>
<b>Payments</b>					
Charitable expenditure	4	70,084	40,070	110,154	106,404
Governance costs					
Independent Examiner's fee		2,497	-	2,497	2,820
<b>Total Payments</b>		<u>72,581</u>	<u>40,070</u>	<u>112,651</u>	<u>109,224</u>
<b>Net Receipts/(Payments)</b>		6,661	77,680	84,341	23,396
Transfers		-	-	-	-
<b>Net Surplus/(Deficit) for the year</b>		<u>6,661</u>	<u>77,680</u>	<u>84,341</u>	<u>23,396</u>

The Notes form an integral part of these Accounts

## Royal Edinburgh Hospital Patients Council SCIO

### Statement of Balances

As at 31 March 2025

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
<b>Bank and Cash in Hand</b>				
Opening balances	18,131	60,383	<b>78,514</b>	55,118
Net Surplus/(Deficit) for the year	6,661	77,680	<b>84,341</b>	23,396
<b>Closing balances</b>	<b>24,792</b>	<b>138,063</b>	<b>162,855</b>	78,514
<b>Assets (Debtors)</b>				
Due from AdvoCard	-	-	-	-
Paye	-	-	-	4,877
	-	-	-	4,877
<b>Liabilities</b>				
Payroll fees (SCVO)	196	-	<b>196</b>	196
Paye	2,715	-	<b>2,715</b>	-
Independent Examination:				
Year ended 31 March 2024	-	-	-	2,124
Year ended 31 March 2025	2,275	-	<b>2,275</b>	-
	<b>5,186</b>	-	<b>5,186</b>	2,320

Approved and authorised for issue by the Trustees on 23 February 2026 and signed on their behalf by:



**Stephen Muirhead**

*Trustee*

The Notes form an integral part of these Accounts

## Royal Edinburgh Hospital Patients Council SCIO

### Notes to the Accounts

#### Year ended 31 March 2025

##### 1. Basis of Accounting

The Accounts have been prepared on the *Receipts and Payments* basis in accordance with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The charity is not registered for VAT and, accordingly, expenditure includes VAT where appropriate.

##### 2. Funds

**Unrestricted Funds** (i.e. the General Fund) encompass all income and expenditure relating to the charity's primary focus other than those for which funding is restricted.

**Restricted Funds** are subject to specific conditions by donors as to how they may be used. Further information about Restricted Funds is provided in Note 6.

##### 3. Income from Charitable Activities

	Unrestricted Funds	Restricted Funds	Total 2025	Total 2024
	£	£	£	£
AdvoCard	79,087	-	79,087	61,632
NHS Lothian	-	117,500	117,500	70,000
Donations	-	250	250	400
Legacies	-	-	-	500
	<u>79,087</u>	<u>117,750</u>	<u>196,837</u>	<u>132,532</u>

##### 4. Charitable Expenditure (Payments)

	Unrestricted Funds	Restricted Funds	Total 2025	Total 2024
	£	£	£	£
Salaries including Employers NI	66,212	34,735	100,947	38,130
Subsistence	63	-	63	182
Volunteer Expenses	32	-	32	563
Printing, Stationery and Story Books	715	358	1,073	579
Story book printing	-	2,221	2,221	-
Internet costs	452	452	904	-
Sundry expenses	342	160	502	994
Subscriptions	514	-	514	147
Computer costs	-	92	92	378
AGM	54	54	108	122
Consultancy fees	-	-	-	1,270
Insurance	361	360	721	651
Travel Expenses	59	2	61	80
Training	227	214	441	-
Office expenses	185	91	276	-
Website Hosting	636	636	1,272	1,275
Payroll fees (SCVO)	232	445	677	696
	<u>70,084</u>	<u>40,070</u>	<u>110,154</u>	<u>45,067</u>

## Royal Edinburgh Hospital Patients Council SCIO

### Notes to the Accounts (Continued) Year ended 31 March 2025

#### 5. Unrestricted Funds

	At 01/04/24	Receipts	Payments	Transfers	At 31/03/25
	£	£	£	£	£
General Fund	18,131	79,242	(72,581)	-	24,792
	<u>18,131</u>	<u>79,242</u>	<u>(72,581)</u>	<u>-</u>	<u>24,792</u>

#### 6. Restricted Funds

	At 01/04/24	Receipts	Payments	Transfers	At 31/03/25
	£	£	£	£	£
MORE-P	45,388	117,750	(30,117)	-	133,021
STORIES 4	14,995	-	(9,953)	-	5,042
	<u>60,383</u>	<u>117,750</u>	<u>(40,070)</u>	<u>-</u>	<u>138,063</u>

##### Purpose of Restricted Funds

MORE P - Represents Year 3 funding from Edinburgh Health and Social Care Partnership enabling the charity to employ 4 part time Human Rights Educators and one part time Human Rights Organiser as part of the Mind Our Rights Education Programme (MORE-P).

STORIES 4 - Represents funding from Edinburgh Health and Social Care Partnership enabling the charity to produce the stories for the book "Changing Lives" Volume 3.5 Edition May 2023.

#### 7. Trustees' Remuneration and Reimbursed Expenses

During the year, no Trustees nor any persons connected with them received remuneration or reimbursed expenses (2024: £Nil).