UNAUDITED FINANCIAL STATEMENTS
FOR THE PERIOD 7 AUGUST 2012 TO 28 APRIL 2013
FOR
HEALTHWATCH SUTTON
HEALTHWATCH SUTTON

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FOR THE PERIOD 7 AUGUST 2012 TO 28 APRIL 2013

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HEALTHWATCH SUTTON

COMPANY INFORMATION
FOR THE PERIOD 7 AUGUST 2012 TO 28 APRIL 2013

DIRECTORS: S Aslangul
Ms V Benn
Mrs W J Ferrell
E F Gates
Ms D A Richards
Mrs H J Smith
D C Yeo
Ms J B Alexander

REGISTERED OFFICE: Granfers Community Centre
73-79 Oakhill Road
Sutton
Surrey
SM1 3AA

REGISTERED NUMBER: 08171224 (England and Wales)
HEALTHWATCH SUTTON (REGISTERED NUMBER: 08171224)

BALANCE SHEET
28 APRIL 2013

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<tr>
<td>TOTAL ASSETS LESS CURRENT LIABILITIES</td>
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</tr>
<tr>
<td>RESERVES</td>
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The company is entitled to exemption from audit under Section 480 of the Companies Act 2006 for the period ended 28 April 2013.

The members have not required the company to obtain an audit of its financial statements for the period ended 28 April 2013 in accordance with Section 476 of the Companies Act 2006.

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

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 24 January 2014 and were signed on its behalf by:

D A Williams - Director

The notes form part of these financial statements
1. **ACCOUNTING POLICIES**

   **Accounting convention**
   The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

   The company was dormant throughout the period ended 28 April 2013.

2. **SHARE CAPITAL**

   The company is limited by guarantee and therefore has no share capital. Each member's guarantee liability is limited to £1.
HEALTHWATCH SUTTON

Company No: 08171224
(A Company Limited by Guarantee and not having a Share Capital)

Charity No: 1151601

FINANCIAL STATEMENTS
FOR THE PERIOD 29 APRIL 2013 TO 31 MARCH 2014

MYRUS SMITH
Chartered Accountants
Norman House,
8 Burnell Road,
Sutton, Surrey.
SM1 4BW
HEALTHWATCH SUTTON

Company No: 08171224
(A Company Limited by Guarantee and not having a Share Capital)
Charity No: 1151601

Annual Report
For the period 29 April 2013 to 31 March 2014

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HEALTHWATCH SUTTON  
Company No: 08171224  
Charity No: 1151601

The Board of Directors/Trustees presents its report and audited financial statements for the period ended 31 March 2014.

Reference and Administrative Information

Honorary President  
Edward Gates MBE

Charity No.  
1151601

Company No.  
08171224

Registered Office and  
Granfers Community Centre
Principal address:  
73-79 Oakhill Road,  
Sutton  
Surrey  
SM1 3AA

Board of Directors/Trustees who served during the year and up to the date of this report:

J.B. Alexander  
Resigned 13 May 2013

S.K. Aslangul  

A.C. Attard  
Appointed 12 May 2014

V. Benn  
Resigned 6 February 2014

A. Brown  
Appointed 12 May 2014

W.J. Ferrell  
Resigned 6 February 2014

E. F. Gates  
Appointed 20 May 2014

S. Mehrotra  
Resigned 6 February 2014

D.A. Richards  
Appointed 20 May 2013

H.J. Smith  
Resigned 29 September 2014

D.A. Williams (Vice-Chair)  
Appointed 29 September 2014

D.C. Yeo  

Senior Management Team

Pete Flavell – Operational Manager

Auditors

Myrus Smith, Chartered Accountants, Norman House, 8 Burnell Road, Sutton, Surrey SM1 4BW.

Bankers

Barclays Bank plc, 43 High Street, Sutton, Surrey SM1 1DR.
HEALTHWATCH SUTTON
TRUSTEES ANNUAL REPORT
FOR THE PERIOD 29 APRIL 2013 TO 31 MARCH 2014

1. Structure, governance and management

Healthwatch Sutton (HWS) is a new organisation developed from the Local Involvement Network (LINk) to become the consumer champion for health and social care in Sutton. HWS was incorporated on the 7th August 2012 and achieved charitable status on 11th April 2013. It is therefore both a Company limited by Guarantee (08171224) and a registered Charity (1151601).

HWS is governed by a Board of Directors/Trustees (currently 6) who meet bi-monthly to oversee the strategic direction and development of the organisation. The original directors/trustees in 2013/14 were those who established the organisation but they were then subject to election by the members at the first AGM in February 2014. The members of HWS are local voluntary organisations and individual residents who have an interest in health and social care and support the work of HWS.

The Board of HWS work in partnership with 3 local voluntary organisations (through sub-contracting arrangements) to deliver the work of HWS, they do not employ their own staff or rent their own office base. The HWS partner organisations are:
- Sutton Centre for the Voluntary Sector (SCVS) who support the Board, the running of HWS, the engagement and representation role and the delivery of specific projects. SCVS employs a HWS Operational Manager, Outreach and Engagement Office and Communications and Administration Officer to deliver the HWS work.
- SCILL who provide the information and advice service.
- Sutton Citizen’s Advice Bureau who provide a complaints advocacy service.

A Management Group made up of Board members, the partner organisations and other interested stakeholders also meets bi-monthly to oversee the operational delivery of the HWS work and ensure it is well co-ordinated. It has terms of reference but no delegated decision-making powers. Task and Finish groups are set up as necessary to involve the wider membership in specific areas of work.

Recruitment and Appointment of new Trustees

Trustees are recruited and co-opted on to the Board of Healthwatch Sutton during the course of the year to meet the requirements of the organisation. At the Annual General Meeting the membership vote as to whether or not they should be elected to the board. Members can also propose and elect directors to the board at the AGM.

2. Public Benefit Statement

Healthwatch Sutton Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Commission in exercising their powers or duties. The activities delivered during 2013/14 have been entirely in accordance with the charitable objectives.

3. Objectives and Activities

3.1 The Objects of the Charity are:

1. the advancement of health and the relief of those in need, including by:
   i. providing information and advice to the general public about local health and social care services; and
   ii. making the views and experiences of members of the general public known to health and social care providers;
2. the advancement of citizenship and community development, including ensuring local people have a voice in the development, delivery and equality of access to local health and care services and facilities;
3. the advancement of education, including the provision of training and the development of skills for volunteers and the wider community in understanding, reviewing and monitoring local health and care services and facilities;
HEALTHWATCH SUTTON
TRUSTEES ANNUAL REPORT
FOR THE PERIOD 29 APRIL 2013 TO 31 MARCH 2014

3. Objectives and Activities (contd...)

4. any other exclusively charitable purposes as the Trustees see fit;
in particular (but not exclusively) in Sutton and neighbouring areas of South London.

3.2 Activities

HWS gives people a chance to have their say and help to improve local health and social care services. It does this through the following activities:

- Gives people information, advice and support about local health and social care services.
- Actively finds out what people think about health and social care services.
- Has voting rights on the local Health and Wellbeing Board and makes recommendations on how health and social care services should be run.
- Shares information and ideas with other local Healthwatch groups, Healthwatch England and the Care Quality Commission.

4. Achievements and Performance

4.1 Jubilee Health Centre

Following a Sutton LINk report on the Jubilee Health Centre (JHC), HWS used its statutory powers to ‘enter and view’ to see how services were being provided on a specific day. Volunteers spent their time observing and obtaining feedback on patients’ experiences of accessing and using the services provided at the JHC. Over 70 patients and staff provided feedback on 7 services running on the day and the 2 GP practices. Overall the feedback about both building and services was positive. Most people spoken to appreciate the extra services now provided at the Centre and their availability locally.

Typical comments;
“Jubilee Centre is a good addition to health care in the area”
“easy to find”...“good public transport”

The building is being well used and fulfilling its remit to move services ‘out of hospital’

The key issues which emerged included:
- poor signage with consequent confusion at reception
- building temperature
- patient calling system not working
- misuse of the parking/drop off area
- the garden area/walkway between the 2 Jubilee Health Centre buildings incomplete
- little information on local voluntary sector support services
- the system used for calling patients for blood test appointments
- the lack of a telephone number to contact the Centre/service providers

Based on the feedback given and the issues raised a series of recommendations were submitted to the Sutton CCG, providers of services in the building, NHS Property services and the Care Quality Commission.

Where issues were raised regarding GP services recommendations were made for the respective patient groups to obtain further feedback to any issues identified by their patients.

HWS presented its findings to the Sutton Council ‘Overview and Scrutiny Committee’ who have escalated the Healthwatch concerns.
4.2 Hospital Discharge Project

Problems during patients discharge from hospital were highlighted as one of the most important local areas of health concerns and as such we decided to develop a piece of work to look at the experience of patients leaving hospital.

In order to carry out this investigation initial meetings were held with relevant hospital staff and a plan was developed to take this work forward. It was decided that telephone interviews would be the most practical way of being able to find out what happened to patients.

A detailed questionnaire was developed asking a range of questions giving both statistical and anecdotal feedback.

Our authorised volunteers carried out a series of visits to 5 different wards at St Helier Hospital. Patients on these wards were asked if they would be willing to take part in a telephone interview once they had returned home. Fifty eight patients agreed to take part and over 3 weeks, 33 patients completed the interview.

All the responses were entered on to a database and this was used to analyse the results. A report has been produced and submitted to the Hospital Trust and we are taking a collaborative approach to creating actions to improve discharge.

The key findings of the report were:

- **Communication**
  In many cases discussions about discharge happen late in the patients stay. Several issues arose due to poor communication between the hospital and the patient about the services a patient required after discharge. GPs are receiving Discharge Summaries late and containing insufficient information

- **Delays**
  Delays on the day of discharge due to the late availability of medication, transport and for other reasons. Delays to the planned day of discharge due to tests, procedures and services.
  Discharges late in the day.

- **Discharge Process**
  Late notification to patients of discharge

- **Information**
  Low number of patients told by staff who to contact if they are worried once they have left hospital. Some patients have not received written information about their medicines. Some friends and family have not received enough information about how to care for a patient, information about support services in the community and/or information about the discharge process.

There was also considerable praise for the Trust and staff.

- Nearly two thirds of patients who completed the telephone interview stated that they found their overall experience to be 'good' or 'excellent'
- Approximately 9 out of 10 respondents felt that they were able to discuss their concerns with the medical teams.
- Just over three quarters of patients said they felt that were discharged at the right time.
4.3 Care.data Polls

Healthwatch England had received concerns from local Healthwatch organisations that the information NHS England was distributing to all households about the sharing of patient data (Care.data) was not effective. A request went to local Healthwatch asking if they wished to be involved in finding out what people in their area were saying about the Care.data scheme. HWS put in place three simple on-line polls and encouraged as many local people as possible to answer three short questions about Care.data.

In less than a week, we had received over 40 responses showing that there was an issue with the Care.data information leaflet and policy. Respondents had also very kindly added a significant number of comments. As a result, we were invited with a small number of other local Healthwatch organisations to meet with the key staff involved in the project at NHS England’s London office to influence a new way that this could be promoted nationally. NHS England, the Local Government Association, Healthwatch England and the Department of Health were all present at this meeting.

4.4 Volunteer Activities

These have included:
- A group of volunteers met to “capture service users and carers views” on a range of patient information leaflets for Sutton and Merton Community services. Volunteers provided feedback from the patient perspective identifying user friendly language, layout, and ease of reading, content, accuracy and overall user experience.
- A visit to the NHS 111 Call Centre covering the Sutton area with report, feedback and recommendations.
- Joining Patient Led Assessment of the Care Environment (PLACE) inspection teams and fed back on their experiences to inform future work.
- Provided feedback at a “Listening Event” on Patient Experience and Complaints at St Helier Hospital.
- Provided user/patient input into the service specification and evaluation of tenders for a new ‘Out of Hours’ GP service.
- Provided patient feedback as part of the review of the leaflet for the Jubilee Health Centre.

4.5 Enter and View visits

Springfield University Hospital
Taking forward outstanding action from an ‘enter and view’ visit, carried out by LINK, on Ward 3 (the inpatient mental health service for Sutton residents), volunteers returned to assess the outcomes of an agreed action plan for improvements to the patient experience.
We were pleased to report that the majority of the LInk recommendations had been either implemented or work towards them was in progress or ongoing.

Jubilee Health Centre
11 volunteers carried out an ‘enter and view’ visit in November 2013 to assess the patient experience of using the new facilities provided. Volunteers were present in the building, for five hours, observing and recording patient experience.
Each volunteer submitted a report, which included their observations, records of patient and staff feedback and their recommendations for any changes or improvements. These formed the basis of the final Healthwatch Sutton report.

Discharge from hospital
HWS volunteers undertook the work for the hospital discharge project to collect the discharge experiences of a variety of patients and their carers. Volunteers made a number of visits to 5 wards at St Helier hospital approaching patients or carers to ask if they would be willing to participate in a telephone interview after discharge. This was followed up with volunteers carrying out the telephone interviews and recording data onto spreadsheets for evaluation.
4.6 Developing Patient Participation Groups (Commissioned Work)

Between April 2013 to March 2014 HWS was commissioned, by the Sutton CCG, to provide a programme of support to help develop practice based Patient Participation Groups (PPG) in Sutton and to develop their engagement with the overarching borough wide Patient Reference Group (PRG) (where representatives from practices can feed in the views of patients into the CCG.) This work has included:

- **Promoting patient engagement** and the opportunities for patients to influence decisions. Staff and volunteers attended a range of meetings, carried out presentations at voluntary and community groups and were present at events to promote the opportunities available to local patients to influence decisions and commissioning priorities.

- **Encouraging and supporting the development of new and existing patient groups.**
  Over half of Sutton’s GP practices/PPGs were visited, to provide information, advice, guidance and examples of what patient groups can achieve.

- **Developed and delivered a ‘training’ programme for patient representatives.** Attendees were very positive with their feedback and felt it helped them with understanding the role and purpose of the PPGs and developing a sound understanding of the changing health structures including acronyms used in the health service.

- **Developing practice engagement with the Patient Reference Group.**
  Over 70% of Sutton’s practices are now represented on the Patient Reference Group and the group has developed to being ‘patient led’.

A measure of the success of the work undertaken is that Sutton CCG will further fund HWS to continue to develop patient engagement through practice based patient groups and provide further support to enable the PRG to fully influence the design delivery and implementation of commissioned services in Sutton.

4.7 Information and Signposting

Sutton Centre for Independent Living and Learning (SCILL) provides the Information and Signposting services for HWS.

SCILL already had an established Community Information and Advice Service and the HWS service became an extension to this. There were strong links with a large number of local organisations and these were built on by exploring opportunities to work on a larger scale with Health professionals.

Over the year SCILL have been working on securing a new outreach location at St Helier Hospital to increase the capacity of the enquiries and reach a larger number of professionals and general public. It is anticipated having access to the Hospital Restaurant in May 2014 to achieve this goal.

Work has taken place this year to inform the local Pharmacists and Community Nurses of the service on offer and how easy this is to access for them and also their customers/patients. A total of 24 local Pharmacies were visited and 21 community Nurses learnt about the service. This work culminated in a formal presentation to all the Pharmacy Managers in March 2014 and reached a total of 18 professionals.

A talk was given to 30 members of the Memory Lane café which is a support group for people with Alzheimer’s. This resulted in a discussion about hospital services amongst other topics. This was a joint talk with HWS and the Information Team.

The Sutton Friends Community Team invited SCILL to talk about HWS. There were 35 people all interested in the work and how they could be involved.

Three presentations were done to Local Area Committees. There were approximately 120 people in attendance.
4.7 Information and Signposting /contd...

The SCILL Information Team have signposted local residents to some of the following services:

- Home visiting dental service
- IAPT services
- Age UK
- Alzheimer's Society
- Transport services
- Citizen Advice Bureau for complaints service
- Stroke club drop in
- Foot care services
- Incontinent Service
- PALS
- Care agencies / care homes

4.8 Complaints Advocacy

Sutton Borough Citizens Advice Bureaux (SBCABx) provides the complaints advocacy service for HWS.

The SBCABx complaints advocacy service is delivered by a small team of volunteer specialist advisers. The complaints advocacy volunteers, like all CABX advisers received full training in advice work and are supported by a very experienced supervisor.

The advisers support residents in the manner most appropriate to the individual client. Many clients are not certain of the outcome they want – some clients want to pursue a formal complaint while other clients simply want help to raise the issue with the service provider.

The SBCABx complaints and advocacy staff will talk with the client about their options and then provide any necessary support with their chosen option. The advisers use the CABX services up to date and comprehensive, online information resource to advise the clients.

The complaints and advocacy service benefits from SBCABx relationship with a local solicitor who obtains counsel’s opinion on medical negligence claims. Over the year, 3 clients benefitted from this legal advice service. The barrister kindly provided a day’s training in identifying medical negligence cases for our staff and volunteers.

5. Financial Review

HWS’s main source of income comes from the London Borough of Sutton and in 2013/14 £202,916 was received to deliver the activities of the organisation. From this £40,000 was allocated to Sutton CABx and £39,800 to SCILL to deliver work on behalf of HWS. The balance was retained by HWS/SCVS to deliver the core work of the organisation – including funding the 3 staff and office accommodation. An underspend of £10,251 occurred due to a period of staff vacancies and this was carried forward into 2014/15 to support HWS activity during that year.

Additional funding of £19,700 was secured from Sutton Clinical Commissioning Group to support work to development Patient Participation Groups. This work was very successful leading to the allocation of further funding for 2014/15.

There are no funds held in reserves and no reserves policy because HWS contracts with other organisations to provide its main services and staffing. HWS as an organisation therefore has no ongoing employment, premises or equipment liabilities.
HEALTHWATCH SUTTON
TRUSTEES ANNUAL REPORT
FOR THE PERIOD 29 APRIL 2013 TO 31 MARCH 2014
/contd...

6. Plans for the Future 2014/15

The following areas of work have been agreed for 2014/15 by the HWS Board. These areas of work have been selected from the prioritisation exercise held at the AGM and from the common themes that emerged when collecting the views from members and Sutton residents.

6.1 GP Access
We have devised a survey to find out people’s experience of trying to access GP services in Sutton. We will collate the results and produce a report with recommendations. The report will be sent to all Local GPs and also be presented at the local Health and Wellbeing Board.

6.2 Children and Young People
We will be carrying out a consultation, investigating the issues/priorities for Children and Young people in Sutton. We plan on working with local Voluntary groups and the Youth Parliament. Once we have a list of their priorities we aim to focus on the top three.

6.3 Dementia/Carers
We collated the views of local people and we plan on working closely with both Sutton Carers Centre and The Alzheimer’s Society to investigate further the needs of carers who are caring for people with Dementia.

6.4 Local Service Changes
Sutton residents expressed serious concerns about the changes proposed in the Better Services Better Value (BSBV) review. The BSBV has now been replaced by the South West London Collaborative Commissioning. This group, made up of six South West London Clinical Commissioning Groups, will work together to implement a five year strategy for health care across south west London. HWS has representatives on the Patient and Public Engagement Steering Group (PPESG) and will ensure Sutton residents have a voice.

6.5 Mental Health
We collect views and experiences regularly; we are hoping to carry out a piece of work looking at the health and social care priorities for people with mental health issues.

We must also be able to react to new developments, so if there are any issues which arise that are likely to have a significant impact on the people in Sutton; the work plan will be amended accordingly.

7. Trustees’ Responsibilities Statement

The trustees (who are also directors of Healthwatch Sutton for the purposes of company law) 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).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.
7. Trustees' Responsibilities Statement/contd...

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditors

Myrus Smith were appointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Trustees on 12 December 2014 and signed on its behalf by:

D. Williams
Trustee
Independent Auditor’s Report to the Members of:

HEALTHWATCH SUTTON

We have audited the financial statements of Healthwatch Sutton for the period ended 31 March 2014, which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Small Entities).

This report is made solely to the company’s members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company’s members those matters we are required to state to them in the auditors’ report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees’ Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board’s (APB’s) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company’s circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees’ Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company’s affairs as at 31 March 2014 and of its incoming resources and application of resources, including its income and expenditure, for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees’ Annual Report for the financial period for which the financial statements are prepared is consistent with the financial statements.
Independent Auditor’s Report to the Members of:

HEALTHWATCH SUTTON

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees’ remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a strategic report in preparing the directors report.

S.A. Jones (Senior Statutory Auditor)

For and on behalf of Myrus Smith
Chartered Accountants
and Statutory Auditor

Norman House
8 Burnell Road
Sutton, Surrey
SM1 4BW

December 2014
HEALTHWATCH SUTTON

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating Income and Expenditure Account)
FOR THE PERIOD 29 APRIL 2013 TO 31 MARCH 2014

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<td>to 31 March</td>
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<tr>
<td></td>
<td></td>
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</tbody>
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INCOMING RESOURCES
Incoming resources from charitable activities
2 222,616 - 222,616 -

TOTAL INCOMING RESOURCES
222,616 - 222,616 -

RESOURCES EXPENDED
Charitable activities
3 209,385 - 209,385 -
Governance costs
4 2,980 - 2,980 -

TOTAL RESOURCES EXPENDED
212,365 - 212,365 -

NET MOVEMENT IN FUNDS
Funds brought forward at
29 April 2013
- - - -

Funds carried forward at
31 March 2014
£10,251 £Nil £10,251 £Nil

The notes form part of these Financial Statements
HEALTHWATCH SUTTON  
(Company No: 08171224)  

BALANCE SHEET  
AS AT 31 MARCH 2014  

<table>
<thead>
<tr>
<th></th>
<th>Notes</th>
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<td>-</td>
</tr>
<tr>
<td>Cash at Bank</td>
<td></td>
<td>18,176</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td></td>
<td>18,359</td>
<td>-</td>
</tr>
<tr>
<td><strong>CREDITORS:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amounts falling due within one year</td>
<td>7</td>
<td>8,108</td>
<td>-</td>
</tr>
<tr>
<td><strong>NET ASSETS</strong></td>
<td></td>
<td>£10,251</td>
<td>£Nil</td>
</tr>
</tbody>
</table>

**Funds**  

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Restricted funds</td>
<td></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Unrestricted funds</td>
<td>8</td>
<td>10,251</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td></td>
<td>£10,251</td>
<td>£Nil</td>
</tr>
</tbody>
</table>

These Financial Statements have been prepared in accordance with the Special Provisions of Part 15 of the Companies Act 2006 relating to small companies and the Financial Reporting Standards for Smaller Entities (effective April 2008).

Approved by the Board of Trustees on 18 December 2014 and signed on its behalf by:

D Williams  
Trustee

The notes form part of these Financial Statements.
1. ACCOUNTING POLICIES

a) Basis of Accounting

The Financial Statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005, the Companies Act 2006 and the Financial Reporting Standards for Smaller Entities (effective April 2008).

b) Fund Accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are those funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for specific purposes.

c) Company Status

The charity is a company limited by guarantee. The members of the company are the trustees. In the event of the charity being wound-up, the liability in respect of the guarantee is limited to £1 per member of the charity.

d) Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Income from contracts which are related to performance is recognised as the charity earns the right to consideration by its performance.

e) Resources Expended

All expenditure is accounted for on an accruals basis.

Charitable activities comprise those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charity.

f) Pension Costs

The charity operates a defined contribution pension scheme for the benefit of its employees. The cost of contributions are charged to the Statement of Financial Activities in the year they are payable.
HEALTHWATCH SUTTON

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD 29 APRIL 2013 TO 31 MARCH 2014
/contd...

2. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

<table>
<thead>
<tr>
<th></th>
<th>Unrestricted Funds</th>
<th>Restricted Funds to 31 March</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td>£</td>
</tr>
<tr>
<td>Contracts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>London Borough of Sutton</td>
<td>202,916</td>
<td>202,916</td>
</tr>
<tr>
<td>NHS Sutton Clinical Commissioning Group</td>
<td>19,700</td>
<td>19,700</td>
</tr>
<tr>
<td></td>
<td>£222,616</td>
<td>£Nil</td>
</tr>
<tr>
<td></td>
<td>£222,616</td>
<td>£Nil</td>
</tr>
</tbody>
</table>

3. CHARITABLE ACTIVITIES

<table>
<thead>
<tr>
<th></th>
<th>£</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff and volunteers costs</td>
<td>98,473</td>
<td>98,473</td>
</tr>
<tr>
<td>Fees to sub-contractors</td>
<td>79,800</td>
<td>79,800</td>
</tr>
<tr>
<td>Property costs</td>
<td>7,193</td>
<td>7,193</td>
</tr>
<tr>
<td>General running costs</td>
<td>9,926</td>
<td>9,926</td>
</tr>
<tr>
<td>Support costs</td>
<td>13,993</td>
<td>13,993</td>
</tr>
<tr>
<td></td>
<td>£209,385</td>
<td>£Nil</td>
</tr>
<tr>
<td></td>
<td>£209,385</td>
<td>£Nil</td>
</tr>
</tbody>
</table>

4. GVERNANCE COSTS

<table>
<thead>
<tr>
<th></th>
<th>£</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit fees</td>
<td>1,500</td>
<td>1,500</td>
</tr>
<tr>
<td>Board Meetings and AGM</td>
<td>1,467</td>
<td>1,467</td>
</tr>
<tr>
<td>Other costs</td>
<td>13</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>£2,980</td>
<td>£Nil</td>
</tr>
<tr>
<td></td>
<td>£2,980</td>
<td>£Nil</td>
</tr>
</tbody>
</table>

5. TAFF COSTS

<table>
<thead>
<tr>
<th></th>
<th>£</th>
<th>£</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages and salaries</td>
<td>83,857</td>
<td>-</td>
</tr>
<tr>
<td>Social Security</td>
<td>8,475</td>
<td>-</td>
</tr>
<tr>
<td>Pension costs</td>
<td>3,059</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>£95,391</td>
<td>£Nil</td>
</tr>
</tbody>
</table>

Average number of employees based on full-time equivalents

No: 3

No employee received remuneration amounting to more than £60,000 in either period.
6. **DEBTORS**

<table>
<thead>
<tr>
<th></th>
<th>Period 29 April 2013 to 31 March 2014</th>
<th>Period 7 August 2012 to 28 April 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other debtors and prepayments</td>
<td>£183</td>
<td>£Nil</td>
</tr>
</tbody>
</table>

7. **CREDITORS: Amounts falling due within one year**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Accruals</td>
<td>£8,108</td>
</tr>
</tbody>
</table>

8. **STATEMENT OF FUNDS**

<table>
<thead>
<tr>
<th></th>
<th>At 29 April 2013</th>
<th>Incoming Resources £</th>
<th>Resources Expended £</th>
<th>At 31 March 2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted funds</td>
<td>£Nil</td>
<td>£222,616</td>
<td>£212,365</td>
<td>£10,251</td>
</tr>
<tr>
<td>General funds</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The General Fund represents the free resources of the charity which are not designated for particular purposes.

9. **RELATED PARTIES**

During the period three trustees were reimbursed £431 for travel expenses.

The trustees received no remuneration in either period.