

**INPUT PATIENT ADVOCACY
(A COMPANY LIMITED BY GUARANTEE)**

**Annual Report and Accounts for the Year Ended
31 December 2016**

**Registered No. 8289511
Registered Charity No. 1150609**

INPUT PATIENT ADVOCACY
Registered No. 8289511

Accounts for the Year Ended 31 December 2016

Contents

Page

1	Contents
2	Reference and administrative details
3 - 5	Directors' report
6	Statement of financial activities
7	Balance sheet
8 - 12	Notes to the accounts

INPUT PATIENT ADVOCACY

Registered No. 8289511

Reference and administrative details

Charity name: Input Patient Advocacy
Charity number: 1150609
Registered office: First Floor, 50 Brook Street, London W1K 5DR

Key management personnel Input Patient Advocacy: Directors

The directors and officers serving during the year and since the year-end were as follows:

Mrs Beverley Smith	Chairman
Mr Wayne Bishop	(resigned 15th June 2016)
Mrs Adrienne Burton	(resigned 15th December 2016)
Mrs Sarah Gatward ACA	(appointed 1st March 2017)
Dr Sacha Manson-Smith	(appointed 7th March 2016)
Mrs Caroline Parker	
Mrs Elisabeth Warren	(appointed 28th January 2016)

Key management personnel of Input Patient Advocacy: Senior Staff

Chief Executive	Mrs Lesley Jordan
Chief Adviser	Mrs Melissa Ford Holloway

Our advisors

Bankers:	HSBC
	91 High Street
	Brentwood
	Essex
	CM14 4RU

INPUT PATIENT ADVOCACY

Registered No. 8289511

Report of the Directors for the year ending 31 December 2016

The directors present their annual report together with the financial statements for the year ended 31 December 2016, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Objectives and activities

The purpose of the charity, as set out in the objects contained within the company's articles of association is:

- To preserve and protect the health of patients living with or affected by diabetes, by providing and assisting in the provision of facilities, support services and equipment, in particular, but not exclusively, insulin pumps.
- To advance the education of the public in healthcare by the provision of lectures, fora and by the publication of newsletters devoted to healthcare.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance "public benefit: running a charity (PB2)".

The mission of the charity is to help people access diabetes technology and support from the NHS, including insulin pumps, smart glucose meters and continuous glucose monitoring.

Within our mission statement, our focus is gradually changing from access to insulin pumps alone to access to continuous glucose monitoring (CGM) and sensor augmented pump therapy. The National Institute for Health and Care Excellence (NICE) published clinical guidance on the use of CGM in 2015 but the pathway for funding is not clear and many people who meet the criteria are not having it prescribed.

Our main activities involve giving information and empowering people with diabetes to be their own advocates. To this end, activities during the year included answering enquiries in person, by telephone, by email and through social media.

Achievements and performance

Continuing on from last years' trend, a high proportion of enquiries through our web enquiry form, social media and events are concerning Continuous Glucose Monitoring (CGM) and NHS funding for it.

INPUT PATIENT ADVOCACY

Registered No. 8289511

Report of the Directors for the year ending 31 December 2016

In 2016 we:

- Answered more than 300 email and telephone enquiries
- Recorded over 300,000 web page views
- Increased our Facebook “likes” to over 1,500
- Exhibited and/or presented at 15 events
- Attended 9 events with MPs present
- Participated in 11 service or policy improvement/development events

We continued to edit our website to answer frequently asked questions, address common misconceptions and respond to events which affect our public. This is reflected in the increased web traffic.

Financial review

We trialled paying a freelance person during the year to help increase awareness of the charity and raise donations. This, our increased attendance at events and organisation of our own information giving day has resulted in a deficit for the year of £6,833 (2015: surplus £2,677). With rapidly changing technology that provides many benefits to users, it is important that Input maintains an active role in conferences and meetings to develop policy guidelines, to ensure that the patient’s perspective is both considered and understood.

Reserves policy and going concern

Reserves are needed to bridge the gap between the spending and receiving of income and to cover other unplanned expenditure. The directors consider it appropriate to aim to retain a level of reserves of £3,800, equivalent to three months of running costs. The directors aim to ensure that the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income.

At the end of the year the level of reserves fell short of this target and the directors set a strategy to rebuild reserves to this level, through careful budgeting and the curtailment of activities, should circumstances require.

Structure, Governance and Management

Governing document

Input Patient Advocacy is a company limited by guarantee and a registered charity. The Memorandum and Articles of Association, dated 12th November 2012 govern the charitable company.

Appointment of directors

The charitable company’s Articles of Association stipulate that there should be not less than four directors. In accordance with article 32, one third of the directors retire from office each year. All retiring directors are eligible and offer themselves for re-election.

Responsibility for the day-to-day operations is vested in the Chief Executive, Lesley Jordan, who is appointed by the Board.

INPUT PATIENT ADVOCACY
Registered No. 8289511

Report of the Directors for the year ending 31 December 2016

Directors' responsibilities in relation to the financial statements

The directors are responsible for preparing a directors' annual report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Standards (United Kingdom Generally Accepted Practice).

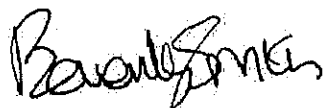
Company law requires the directors to prepare financial statements for each year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the directors 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 charity will continue in business.

The directors are responsible for keeping proper 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.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

By order of the board of directors



Mrs Beverley Smith (Chairman)

5th September 2017



INPUT PATIENT ADVOCACY
Registered No. 8289511

Statement of Financial Activities (incorporating income and expenditure account)
For the Year Ended 31 December 2016

	2016	2015
	Unrestricted funds	Unrestricted funds
Note	£	£
Income and endowments from:		
<i>Donations and legacies</i>	3 12,870	20,981
<i>Charitable activities</i>	4 7,846	-
Total income	<u>20,716</u>	<u>20,981</u>
Expenditure on:		
<i>Charitable activities</i>	5 (27,598)	(18,255)
Total expenditure	<u>(27,598)</u>	<u>(18,255)</u>
Net (expenditure)/income before taxation	(6,882)	2,726
Taxation	49	(49)
Net (expenditure)/income	<u>(6,833)</u>	<u>2,677</u>
Total funds brought forward at 1 January 2016	9,363	6,686
Total funds carried forward at 31 December 2016	<u><u>2,530</u></u>	<u><u>9,363</u></u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derives from continuing activities.

INPUT PATIENT ADVOCACY
Registered No. 8289511

Balance Sheet as at 31 December 2016

	Note	2016 £	2016 £	2015 £	2015 £
Fixed Assets					
Tangible fixed assets	8		-		-
Current Assets					
Debtors	9	507		167	
Cash at bank and in hand		4,423		9,616	
		<u>4,930</u>		<u>9,783</u>	
Creditors: Amounts falling due within one year	10	<u>(2,400)</u>		<u>(420)</u>	
Net Current Assets			<u>2,530</u>		<u>9,363</u>
Total assets less current liabilities			<u>2,530</u>		<u>9,363</u>
Net Assets			<u>2,530</u>		<u>9,363</u>
Funds					
Unrestricted funds			<u>2,530</u>		<u>9,363</u>
			<u>2,530</u>		<u>9,363</u>

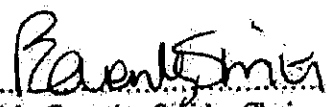
For the year ending 31 December 2016, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts were approved by the board on 5th September 2017.


 Mrs Beverley Smith - Chairman

The notes on pages 8 to 12 form part of these financial statements.

INPUT PATIENT ADVOCACY
Registered No. 8289511

Notes to the Accounts for the Year Ended 31 December 2016

1. **General Information**

The company is a charitable company (limited by guarantee) both registered with the Charity Commission and incorporated in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of its registered office is First Floor, 50 Brook Street, London W1K 5DR.

2. **Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

(a) **Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Input Patient Advocacy 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 note(s).

(b) **Reconciliation with previous Generally Accepted Accounting Practice**

In preparing the accounts, the directors have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102, the restatement of comparative items was required. No restatements were required.

(c) **Preparation of the accounts on a going concern basis**

The directors continue to closely monitor the charity's income and costs, as well as considering other plans to increase income in future years.

The forecasts predict that the charitable company will be able to continue as a going concern for a period of twelve months from the date on which these accounts are signed. Based on the forecasts, the directors believe that it is appropriate to prepare these accounts on a going concern basis.

(d) **Income**

Income is recognised when:

- The charity has entitlement to the funds,
- Any performance conditions attached to the item(s) have been met,
- It is probable that the income will be received, and
- The amount can be measured reliably.

(e) **Donated services and facilities**

Donated services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

INPUT PATIENT ADVOCACY**Registered No. 8289511****Notes to the Accounts for the Year Ended 31 December 2016****(e) Donated services and facilities (cont.)**

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

(f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity at the discretion of the directors. Restricted funds are donations where the donor has specified funds are to be used solely for particular areas of the charity's work. There are no restricted funds held by the charity.

(g) Operating leases

Rental charges paid under operating leases are charged on a straight-line basis over the term of the lease. At 31 December 2016, the charitable company had no commitments under non-cancellable operating leases.

(h) Expenditure and irrecoverable VAT

- Expenditure is recognised when:
- There is a legal or constructive obligation to make a payment to a third party,
- It is probable that settlement will be required, and
- The amount of the obligation can be measured reliably.

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

(i) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, payroll and governance costs which support the charity's activities. These costs have been allocated against charitable activities in proportion to the direct costs incurred for each of the categories of charitable activities.

(j) Tangible fixed assets

Individual fixed assets with a useful economic life in excess of one year are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Office Equipment	10 years
------------------	----------

(k) Debtors

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

(l) Creditors and provisions

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

INPUT PATIENT ADVOCACY
Registered No. 8289511

Notes to the Accounts for the Year Ended 31 December 2016

3. **Donations and legacies**

	2016	2015
	Unrestricted	Unrestricted
	funds	funds
	£	£
Individual donations	4,263	2,060
Corporate donations	8,607	18,921
	<u>12,870</u>	<u>20,981</u>

4. **Income from charitable activities**

	2016	2015
	£	£
Christmas concert	2,235	-
Fusion conference	2,611	-
Corporate Sponsorship	3,000	-
	<u>7,846</u>	<u>-</u>

5. **Expenditure on charitable activities**

	2016	2015
	£	£
Staff costs	16,967	11,866
Company secretarial and payroll services	1,300	1,170
Staff training	669	-
Office costs	691	592
Roadshow, conference and meeting expenses	3,519	2,940
Fusion conference	2,102	-
Leaflets and exhibition materials	768	786
JDRF Donation - Roadshow exhibition fees	500	-
Charitable event administration costs	540	-
Governance costs	-	420
Insurance	322	312
Membership subscriptions	220	38
Depreciation	-	131
	<u>27,598</u>	<u>18,255</u>

INPUT PATIENT ADVOCACY
Registered No. 8289511

Notes to the Accounts for the Year Ended 31 December 2016

6. **Taxation**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

7. **Staff costs, numbers and director remuneration**

	2016 £	2015 £
Wages and salaries	15,880	11,586
Social security costs	1,087	280
Other pension costs	-	-
	<u>16,967</u>	<u>11,866</u>

Two people were employed during the year (2015: one) in activities in the furtherance of the charity's objectives. No employees received emoluments in excess of £60,000.

None of the directors received any remuneration or expenses during the current or previous years, in their role as directors.

8. **Tangible fixed assets**

	Office equipment £	Total £
Cost:		
At 1 January 2016	763	763
Additions	-	-
Disposals	-	-
At 31 December 2016	<u>763</u>	<u>763</u>
Depreciation:		
At 1 January 2016	763	763
Charge for the year	-	-
Depreciation on disposals	-	-
At 31 December 2016	<u>763</u>	<u>763</u>
Net book value:		
At 31 December 2016	<u>-</u>	<u>-</u>
At 31 December 2015	<u>-</u>	<u>-</u>

INPUT PATIENT ADVOCACY
Registered No. 8289511

Notes to the Accounts for the Year Ended 31 December 2016

9. **Debtors**

	2016	2015
	£	£
Optimum card prepayment	86	167
HMRC	49	-
Fusion exhibition 2017	372	-
	<u>507</u>	<u>167</u>

10. **Creditors: amounts falling due within one year**

	2016	2015
	£	£
Accruals	-	420
Directors loan	2,400	-
	<u>2,400</u>	<u>420</u>

The director's loan is unsecured, interest free and has no fixed date for repayment.

11. **Related party transactions**

The charity received a loan of £2,400 from the Chairman during the year. This is unsecured and interest free.