

Registered Charity Number
1065062

Registered Company Number
03409412

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Report and Accounts

31 March 2015

**UK Centre for the Advancement of Interprofessional
Education (CAIPE)
Report and accounts
Contents**

	Page
Company information	1
Trustees' Report	2-10
Statement of trustees' responsibilities	11
Independent Examiner's report	12
Statement of Financial Activities	13
Balance sheet	14
Notes to the accounts	15-18

UK Centre for the Advancement of Interprofessional Education (CAIPE) Company Information

Directors and Trustees

President	Hugh Barr
Chairman	Richard Gray
Treasurer	Elizabeth Howkins
Vice Chair	Richard Pitt
Secretary	Ann Ewens
	Angus MacFayden
	Helena Low
	Elizabeth Westcott
	Pat Bluteau
	Jenny Ford
	Ivan Birch
	Maggie Hutchins
	Jayne Frisby
	Kathrin Parkin
	Marion Helme
	Sundari Joseph
	Catherine O'Halloran

Registered office

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Independent Examiner

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Bankers

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Charity registered number

1065062

Company registered number

03409412

UK Centre for the Advancement of Interprofessional Education (CAIPE)

The Report of the Trustees

For the year ended,

31 March 2015

Introduction

The trustees have pleasure in submitting their report and the financial statements for the year ended 31 March 2015.

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. Their responsibilities include all the responsibilities of directors under the Companies Acts and Trustees under the Charities Act. This trustees report incorporates the directors report required by the Companies Act 2006.

Structure, Governance and Management

CAIPE, a company limited by guarantee and not having a share capital, is governed by the conditions contained in its Memorandum and Articles of Association. In accordance with the governing documents, the Board is made up of no fewer than three and no more than twenty five trustees.

Copies of these documents are available from the Registered Office listed on the Information page.

In the event of a winding up, the liability of each member or any person who has ceased to be a member in the last 12 months is limited to one pound sterling. If upon winding up or dissolution there remains any property it shall be distributed to a charitable institution having objects similar to the company. The Board has the power to fill any vacancies arising in the year, any such appointments to be confirmed by members at the next Annual General Meeting. All appointments are for a three year term with annual retirement of 1/3 of the Board at each AGM by rotation. Any Board member may seek re election for a further full term, but thereafter may not seek re election for two years.

New trustees are briefed on their obligations under charity and company law, on the Board's decision making process and strategy and the recent financial performance of the charity.

Objects Vision and Purpose

The company is established to promote health and well being and to improve the health and social care of the public by advancing interprofessional education

Public Benefit Statement

The trustees confirm that they have had due regard, in all their decision making, as to the guidance published by the Charity Commission on public benefit.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

The Report of the Trustees

Continued....

Review of Activities and Achievements

Introduction

CAIPE consists of its members and it is important each year to acknowledge the valuable voluntary work achieved by individuals, particularly board and executive group members, on behalf of CAIPE. In addition it should also be recognised that there is much work performed by many individuals behind the scenes. All have helped to inform the work and development of CAIPE both nationally and internationally.

CAIPE has continued its activities and achievement over the past 12 months. Externally these have included promoting the need for coordinated support for IPE from relevant national and UK bodies within health and social care, CAIPE's response to policy documents, consolidating student participation, offering student awards, invitations to speak at international events, facilitating national and international interprofessional workshops, producing CAIPE publications and supporting research activities. Meanwhile internally organisational strategies, policies and systems continue to be developed to enable and ensure the continued evolution of CAIPE.

During the past year there has been an increasing national recognition of the importance of improving collaborative practice and interprofessional education (IPE) and an acknowledgement that without these widespread shortcomings in patient care and safety will not be addressed. These challenges have coincided with radical reforms led by government regarding the integration of health and social care, the realignment of the workforce to respond more flexibly to individual, family and community needs, and the commissioning of education and services. Yet local and national co-ordination between the many organisations with responsibility for interprofessional implementation that are caught up in this change remains ineffective.

CAIPE has responded at two levels:

First by supporting its members in universities and practice as they revise curricula for the next generation across the professions and by strengthening work based interprofessional learning for those already in practice

Second by working with commissioning, educational, professional and regulatory bodies to coordinate policies, priorities, strategies and requirements for interprofessional within professional education

Communication with Members

CAIPE works through its members and hence effective communication between all with a reliable website is vital. During the year CAIPE has experienced further significant problems in this context. Special thanks must go to by our web manager, Debbie Holmes and our CAIPE administrator Emma Beal who have both spent much time and effort in addressing these problems and maintaining day to day activities.

We have agreed to continue with the present website provider with additional IT support for the next 12 months. This will give us protected time during which we intend to appoint an IT project manager to help us select the most appropriate website designer and support to match our present and future needs

UK Centre for the Advancement of Interprofessional Education (CAIPE)

The Report of the Trustees

Continued....

Meanwhile the CAIPE website continues to incorporate access to both Face book and Twitter. The monthly production of the CAIPE E-Bulletin has continued with links to the website.

Enhancing the value of Corporate Membership

The following have been instigated during the year:

Small charities are now able to join CAIPE as corporate members at a reduced membership charge of £850. A CAIPE Fellowship working group has been instigated and has developed award criteria, procedures and application forms. These have been agreed by the board. The next stage will be to implement the award process.

The method of communication with corporate members and their individual members has been reviewed and updated.

To help recruitment and retention of CAIPE members, a historical overview of CAIPE is in the process of being produced, emphasising what has been achieved.

Membership

CAIPE is primarily a membership organisation, and membership fees contribute to the majority of the annual income. During the year, Informa ceased to publish JIPC. This has now been taken over by Taylor and Francis who were the original publishers.

Taylor and Francis have been supportive of CAIPE and its activities since its take over. This has included recognising and continuing the contract signed with Informa. This means that the cost to CAIPE remains the same and membership fees can stay at the same level for the coming year. Taylor and Francis have also sponsored the John Horder Lecture and the ATBH Oxford Conference.

CAIPE membership for the year stands as follows: Students 177 (down from 275), Individual 52 (up from 41) and Corporate 28 (up from 20) with 1 member pending.

We would like to warmly welcome six new corporate members: Cardiff Metropolitan, University of Portsmouth, Glasgow Caledonian, University of Dundee, University of Winchester, Radbodumc Health Academy (Holland) and North Tees & Hartlepool NHS Forum Trust.

Emma Beal our membership secretary should be congratulated in maintaining the renewal process so effectively in the context of IT difficulties.

Students.

The fourth national CAIPE student conference was held on 23/5/15 at the University of Birmingham and was entitled “Working together to promote safety”. Key note presentations were given by Neil Churchill (Director of Patient Experience, NHS England) and Pip Hardy (Co- founder of the Patient Voices Programme). Parallel workshops followed which stimulated a lively final discussion. Topics explored included Patient and service user developments within CAIPE.

Poster competitions were held at the AGM in June 2014 and at the 2015 Student Conference.

As in previous years sincere thanks and congratulations must go to Jenny Ford and Pat Bluteau for all the hard work and time they have given in encouraging, promoting and supporting the CAIPE student section and its members.

The drop in student numbers might be explained by the timing of the student conference which this year coincided with examinations. Next year we will look towards a November conference.

UK Centre for the Advancement of Interprofessional Education (CAIPE) The Report of the Trustees

Continued....

Patients and Service Users

Following the discussions during the student conference, it is intended to continue the process by instigating a patient and service user membership group. The purpose will include:

Contributing ideas to developing IPE and collaborative practice within CAIPE.

Looking at what CAIPE could be constructively contribute to patients and service users and vice versa.

Organising patient and service user representation on the CAIPE Board.

Membership of the working party can include service users who expressed interest at Birmingham.

Chairs Event

The CAIPE Chair's Event was held 7/11/14 and involved 45 participants. It was a stimulating and challenging day which gave rise to much debate. The title of the day was "Research in Interprofessional Education and Practice".

Hugh Barr and Marion Helme gave the first key note presentation "Review of IPE and implications for future research". This consisted of an update including responses to the recommendations contained in their review. There were additional presentations within this session from Nicole Casey (HCPC), Helen Winslow (HEE), Kate Parkin (University of East Anglia) and Sundari Joseph (Robert Gordon University, Aberdeen) summarising responses from their respective organisations.

Jackline Macharia, University of Essex and ATBH Bursary Prize Winner then gave a presentation entitled "Inter-professional Communication in an Ever-changing Health System."

The second key note presentation was then given by Rebecca Baker and Simon Horton from the University of East Anglia entitled "Enhancing student learning through service user involvement".

After lunch there were a series of research presentations. The final session was presented and chaired by Scott Reeves who commented on the content of the day particularly emphasising the importance of research focusing on the application of IPE to practice. He then presented an update on the newly formed CAIPE Research Advisory Group and chaired a final discussion which included a lively section about the nature of teams and what makes practitioners become researchers.

UK Centre for the Advancement of Interprofessional Education (CAIPE) The Report of the Trustees

Continued....

Corporate Forum

This meets in different parts of the UK and gives an opportunity for CAIPE Forum members to present on topical aspects of IPE and for CAIPE to update Forum members on latest developments. On the 25/9/14 the forum was hosted by Bournemouth University. The day was entitled Narratives for IPE and included presentations about faculty development initiatives at Bournemouth. Topics presented were: “Transitions from interprofessional to transprofessional learning through humanising evidence based practice”, “Enhancing learning through a service-user led IPE theme day” and “Living with dementia”.

The Executive Group has discussed the future organisation of the CAIPE Forum and it is intended that the next Forum will take place later this year in Cardiff on 17/9/15.

Consultations

An important activity for CAIPE is its role responding to relevant policy documents to inform and influence the thinking and development of IPE at national, local and international levels. Over the past year a small working group lead up by Jayne Frisby and supported by Maggie Hutchins and Kate Parkin have responded to:

July 2014 - GMC – Professional standards for medical educators

August 2014 – NMC – Consultation on organisation

March 2015 – GMC – Standards for medical education strategy.

CAIPE Publications

On behalf of CAIPE, Marion Helme and Hugh Barr, with Frances Gordon, Helena Low and Scott Reeves, have so far commissioned and edited two workbooks in a series to be published by the Radcliffe Press:

Collaborative Practice in Public Health: A Workbook. By Dawne Gurbutt

Collaborative Practice with Vulnerable Children and their Families: A Workbook.
by June Thoburn and Julie Taylor

Proposals are under discussion for a third workbook on collaborative practice in intensive care which would complete the first tranche for the series.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

The Report of the Trustees

Continued....

CAIPE Promotion Group

The group was led by Richard Pitt and has been tasked with developing the promotion of CAIPE. It has considered the main priority to be the development of the website engaging with the Membership Groups of: Individual; Corporate; Student and Service User & Carer; and Research.

Broad aims the Group have set are to:

Increase membership

Increase engagement of membership

Review effectiveness of web site

Develop a repository of Reusable Learning Objects for members

Review access to resources for members

Reach the wider community

Advise membership levels to be developed.

As the Executive resolve the website issue the promotion group will develop content with relevant groups and support of Debbie Holmes, web manager.

The Research Advisory Group

The group is led by Scott Reeves. The research advisory group have three broad strategic aims: to enhance CAIPE's excellent scholarly reputation; to formalise CAIPE's existing interprofessional scholarship activities; and to provide a more prominent role for research and evaluation across the CAIPE membership. Through the achievement of these aims, it is anticipated that the group will help advance IPE research/evaluation activities for CAIPE and its membership.

It is proposed that the research advisory group will undertake a series of activities designed to promote IPE research/evaluation and mentorship of CAIPE members. To help inform the group's future work, an online needs assessment (NA) survey of CAIPE members has been circulated to elicit their existing research/evaluation activities and perceived needs. The group are discussing the possibility of: (1) delivering a series of seminars to provide support for members interested in undertaking IPE evaluation/research work; (2) writing a J Interprof Care editorial introducing the group and outlining our activities. (3) The group has agreed to implement a pre-conference research workshop at the 2016 ATBH conference

Links with other UK Organisations

CAIPE has had several meetings with representatives from the GMC..

CAIPE has had a constructive meeting the representatives from the NMC.

The CAIPE chair is a member of the Education Inter-regulatory group which meets twice a year. It is an informal and advisory group for educationalists representing all health and social care professions.

CAIPE has a link with the National Association of Educators in Practice, Richard Gray and Lynn Clouder (who is also NAEP vice chair and a CAIPE member) are also committee members of NAEP.

A similar link has been made with ASPIH Association of Simulated practice through CAIPE board member Liz Westcott.

Pip Hardy from Pilgrim Projects is on the CAIPE board and provides a link with the Patient Voices programme and service users.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

The Report of the Trustees

Continued....

UK Review of Pre-Qualifying Interprofessional Education

During the year, CAIPE instigated consultations with universities and national institutions to whom recommendations in the UK IPE review were addressed. Following a presentation at the 2014 AGM, Board members discussed those recommendations with universities and other organisations in corporate membership. Presentations were also made to the National Association of Educators in Practice (NAEP), the UK Inter-Regulatory Education Group and the Scottish Clinical Skills Network (SCSN). Presentations were made in Edinburgh to NHS Education Scotland (NES) and to the Scottish Heads of Academic Nursing and Allied Health Professions (SHAMAHP) where the recommendations were positively received.

CAIPE Workshops

Sep-14

University of Plymouth, School of Health Professions Staff Away Day on Interprofessional Learning . CAIPE was asked for input as the university's strategy for IPE was to be reviewed. Helena Low - delivered a Presentation and IPE workshop

Nov-14

University of Greenwich, Cross University Interprofessional Event for students.

CAIPE speakers had contributed at the same event the previous year.

Helena Low - invited to deliver the keynote presentation.

Jenny Ford and Students - invited to repeat the well received session on Interprofessional learning which they had delivered the previous year.

Dec-14

European University of Madrid, Faculty of Faculty of Health, Exercise and Sports Science

The University wished to establish IPE as soon as possible - the Rector (Vice Chancellor) was particularly enthusiastic and supportive. Elizabeth Howkins and Helena Low were invited to deliver 2 full day workshops for academic staff on Interprofessional Education and Facilitating interprofessional Learning . The 2 workshops were the start of a staff development programme.

Feb-15

Royal Holloway University Department of Social Work: MSc in Advanced Practice

CAIPE was asked to contribute to an Interprofessional Working module for post qualified social workers .

Helena Low delivered a one day workshop on interprofessional teamwork and collaborative practice.

Unfortunately no other professions were involved.

January- March 2015

University College London Hospital NHS Trust commissioned CAIPE to run a series of nine workshops on communication and IPE focusing on giving and receiving feedback from different professionals. These were facilitated by Elizabeth Howkins, Richard Gray and Richard Pitt.

During the year CAIPE has worked with County Durham and Darlington NHS Foundation trust and Patient Voices to put together a bid to Health Education North East for 'Cultivating Compassion in End of Life care: an Interprofessional approach'. The bid was successful and the project is underway. CAIPE has a continuing role in the project as a Steering group member and will act as a consultant.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

The Report of the Trustees

Continued....

International Activities

International outreach continued to be a major thrust in CAIPE's work, notably its support from the World Coordinating Committee (over to you Marion), sustaining ongoing relations notably in Japan and Australia and facilitating networking between interprofessionally committed universities in Africa and in the Middle East.

World Interprofessional Education and Collaborative Practice Co-ordinating Committee

The World Coordinating Committee (WCC) is a group representing established national and international networks in the field of interprofessional education and collaborative practice. It was established in 2012 under the inspirational leadership of Professor Hugh Barr, the initial aim being to oversee the All Together Better Health Conference series.

In June 2014 the first face to face meeting of the WCC took place at ATBH VII in Pittsburgh. Following earlier negotiations with CAIPE the WCC formally endorsed an agreement for CAIPE to appoint a convenor to provide administrative support for WCC meetings, deal with enquiries, oversee the website (www.atbh.org) and liaise with new networks. Marion Helme then took over the role of Convenor from Hugh Barr.

Since September 2014 there have been two extended virtual meetings of the WCC which have focussed on agreeing a formal structure, revisiting the purpose of the WCC, and contact with other organisations. It has now been agreed that a Chair will be appointed from within the WCC to work with the Convenor, with an additional named contact for each network, and imminent opportunities for greater awareness of what the WCC can offer in terms of consultation and support for nascent networks in regions not currently represented and organisations such as the World Health Organisation.

The All Together Better Health Conference (ATBH V11) 2014 Conference, Pittsburgh 6 - 8 June

This was hosted by the University of Pittsburgh and the National Centre for Interprofessional Practice and Education. There were 524 presentations from 27 different countries. There was a strong UK contingent many of whom were CAIPE members and many of whom presented during the programme. There was also an opportunity to promote the 2016 ATBH VIII Oxford conference.

The All Together Better Health Conference (ATBH V111) 2016 Conference, Oxford 6-9 September

In partnership with Oxford Brookes University and the University of Oxford, CAIPE has been successful in a bid to host the eighth successive ATBH conference. The main theme will be Values- Based Practice which, with evidence-based practice, underpins balanced clinical decision-making by health care teams and patients. The steering group which has met on several occasions is chaired by Richard Gray and includes Elizabeth Howkins and Helena Low representing CAIPE, Liz Westcott and Ann Ewens representing Oxford Brookes University and Ed Peile, Bill Fulford and Ashok Handa representing University of Oxford.

Planning is on target. Venues have been booked, and accommodation arranged at colleges and hotels. The academic programme is well underway with most international speakers arranged. Call for abstracts will open in September. The steering group are pleased with the funding partnerships so far arranged but are seeking further opportunities in the new financial year.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

The Report of the Trustees

Continued....

Financial Position

The CAIPE financial position remains healthy, with a surplus for the year of £12,376 after a transfer of £3,000 to "seed" the new Restricted Fund for the ATBH 2016 Conference. This money will be repaid to the Unrestricted Fund in due course. More money is now being spent on membership activities, such as the student conference, travel support for student related CAIPE activities, Board members reimbursement for travel and accommodation and ongoing increases in payment of staff. A policy has been drawn up to support CAIPE members who are able to promote and develop IPE across international boundaries and money has been set aside to meet the cost.

At the end of the Financial Year, reserves are £42,637 in the Unrestricted Fund and £6,593 in the Restricted Conference Fund.

In addition a further £5,000 unsecured loan has been received, and is held on the Balance Sheet as short term loan. This also forms part of the seed capital for the Conference and will be repaid in full.

The trustees disclose the following as regards income and expenditure:

Membership fees.

Last year the concern over the loss of corporate membership fees and lower numbers of individual fees had ongoing financial implications. The membership fees, other than the student fee have not been increased in 6 years and although inflation is low other costs continue to increase. Consequently from the beginning of this year the following increased membership fees were implemented:

Individual member with JIPC: £ 95/annum

Corporate member with JIPC: £1,600/annum

Corporate member w/out JIPC: £ 850/annum

Charitable status (w/out JIPC): £ 850/annum

Student member : £10 per duration of course. Each student remains a member until the December after they have graduated and are then offered an incentive to stay a member at a reduced fee for one year of £50.

The increase in corporate memberships have seen a rise in fees from £28,292 in 2014 to £45,388 in 2015.

CAIPE Workshops

Income from the workshops described on page totalled £17,103 (2014 £9,800)

John Horder Award: £750

CAIPE has prudently managed its finances over the past few years and been able to support new membership initiatives. It is in a strong position to act as a lead partner in the forthcoming 2016 International Conference. The trustees are confident that the reserves held will allow the charity to continue in the fore front of the international development of IPE.

Reserves and Investment Policy

The trustees have invested £10,000 on fixed term deposit, ending in November 2015.

The return is 1.1% and it is the trustees intention to reinvest a minimum of £10,000 on maturity of the deposit. This will act as a contingency against the risk that the number of fee paying members could fall in this era of income contraction in UK Higher Education Institutions.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

For the year ended,

31 March 2015

Statement of Trustees Responsibilities

The trustees listed on the Company Information page are directors for the purpose of company law and trustees for the purpose of charity law.

Charity Law and the Companies Act 2006 require the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity.

In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed , subject to any material departures disclosed and explained in the financial statements;

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

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the examiner in relation to the trustees' report is limited to examining the report and ensuring that, on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

So far as the trustees are aware, there is no material information, of which the company's examiners are unaware.

For and on behalf of the trustees:

Richard Gray
Chairman

18th June 2015

UK Centre for the Advancement of Interprofessional Education (CAIPE) Independent Examination

**Independent Examiner's report to the trustees of CAIPE
on the accounts of the Charity for the year ended**

31 March 2015

I report on the accounts of the company for the year ended 31 March 2015

Respective responsibilities of trustees as directors and of the examiner.

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act.
- to follow the procedures laid down in the general Directions given by the Charity Commission under s145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 seeking explanations from you as trustees, concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with 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 386 of the Companies Act 2006
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have 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.

Mrs Sarah A Smith BSc. (Hons) FCCA FCIE
Temple House
8 Main Street
Cold Overton Oakham
LEICS LE15 7QA

18th June 2015

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Statement of Financial Activities

For the Financial Year:

1 April 2014 to 31 March 2015

	Unrestricted Funds 2015		Restricted Funds 2015		Total Funds 2015	Total Funds 2014
	£	£	£	£	£	£
Incoming Resources						
Members subscriptions	45,388		0		45,388	28,292
Gift aid	0		0		0	887
Donations	0		0		0	500
Sponsorship ATBH Conference 2016	0		10,000		10,000	0
Workshops	17,103	62,491	0		17,103	9,800
Bank Interest		56	0		56	202
Publication sales and royalties		616	0		616	505
Total Incoming Resources		<u>63,163</u>	<u>10,000</u>		<u>73,163</u>	<u>40,186</u>
Resources Expended						
<i>Costs of generating funds</i>						
Website maintenance		<u>5,578</u>	<u>0</u>		<u>5,578</u>	<u>5,508</u>
		<u>5,578</u>	<u>0</u>		<u>5,578</u>	<u>5,508</u>
<i>Costs of Charitable Activities</i>						
Scholarships and Awards :John Horder	750				750	1,500
Publications	17,322				17,322	7,848
Booklet: Introducing IPE	187				187	3,095
Consultants and lecturers	1,715				1,715	7,423
Events and members meetings incl travel	12,213				12,213	7,779
International conference - travel expenses	500				500	2,000
ATBH Conference 2016	0		5,800		5,800	0
Sundries	65				65	205
		<u>32,752</u>	<u>5,800</u>		<u>38,552</u>	<u>29,850</u>
<i>Governance and Administration</i>						
Secretarial incl post and stationery	5,324				5,324	4,664
Board meetings and AGM	3,175				3,175	5,524
Accounting services	620		557		1,177	610
Independent examination	255				255	250
Bank charges	83		51		134	97
		<u>9,457</u>	<u>607</u>		<u>10,064</u>	<u>11,145</u>
Total Resources Expended		<u>47,787</u>	<u>6,407</u>		<u>54,194</u>	<u>46,503</u>
Net Movement in Funds		<u>15,376</u>	<u>3,593</u>		<u>18,969</u>	<u>-6,317</u>
Transfers Between Funds		<u>-3,000</u>	<u>3,000</u>		<u>0</u>	<u>0</u>
Total Funds Brought Forward		<u>30,261</u>	<u>0</u>		<u>30,261</u>	<u>36,578</u>
Total Funds Carried Forward		<u>42,637</u>	<u>6,593</u>		<u>49,230</u>	<u>30,261</u>

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Balance Sheet

as at 31 March 2015

<i>The assets and liabilities of the charity:</i>	Notes	2015		2014	
		£	£	£	£
Fixed Assets					
Intangible assets			0		0
Total Fixed Assets			<u>0</u>		<u>0</u>
Current Assets					
Debtors		14,595		9,500	
Cash at bank and in hand		46,147		34,119	
Total Current Assets		<u>60,742</u>		<u>43,619</u>	
Creditors					
amounts due within one year		<u>11,512</u>		<u>13,358</u>	
Net Current assets			<u>49,230</u>		<u>30,261</u>
Total assets less current liabilities			49,230		30,261
NET ASSETS			<u>49,230</u>		<u>30,261</u>
<i>The funds of the charity:</i>					
Unrestricted income funds		<u>42,637</u>		<u>30,261</u>	
TOTAL UNRESTRICTED FUNDS			<u>42,637</u>		<u>30,261</u>
Restricted income funds		<u>6,593</u>		<u>0</u>	
TOTAL RESTRICTED FUNDS			<u>6,593</u>		<u>0</u>
TOTAL CHARITY FUNDS			<u>49,230</u>		<u>30,261</u>

For the year ending 31 March 2015 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

Richard Gray

Chairman

Approved by the trustees on

18th June 2015

The notes on pages 15-18 form an integral part of these accounts

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Notes to the Accounts

For the year ended, 31 March 2015

1 Accounting Policies

Basis of preparation of the accounts

The financial statements have been prepared on a going concern basis, under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), effective April 2008, and all other applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2005. The accounts have been drawn up in accordance with the provisions of the Charities Act 2011 and the Companies Act 2006. The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement.

The Statement of Financial Activities, SOFA, contains the same information and financial result as the Profit and Loss Account, and takes its place.

The particular accounting policies adopted are set out below.

Incoming Resources

Incoming resources are accounted for on a receivable basis, but will be deferred where appropriate.

In accordance with the Statement of Recommended Practice for Accounting and Reporting (effective April 2005) issued by the Charity Commissioners for England & Wales grants received in advance and specified by the donor as relating to specific accounting periods or alternatively which are subject to conditions which are still to be met, and which are outside the control of the charity or where it is uncertain whether the conditions can or will be met, are deferred on an accruals basis to the period to which they relate. Such deferrals are shown in the notes to the accounts and the sums involved are shown as creditors in the accounts

Investment Income

Bank interest received is included on an actual receipts basis.

Resources Expended

The policy for including items within the relevant activity of categories of resources expended is that the direct costs of providing services to members; publications, training events and associated travel and other expenses are shown as being the costs of charitable activities. All other costs are the indirect costs of running the charity and are shown as governance and management and administration. Specific statutory governance costs are shown separately from other administration costs.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Notes to the Accounts (continued)

For the year ended, 31 March 2015

Fixed assets and depreciation

All tangible fixed assets, except freehold land and buildings, are stated at cost less depreciation. Freehold land and buildings, where held, are stated at a valuation arrived at by a professionally qualified firm of valuers, who valued the assets on the basis of open market value in current use.

Items of less than £500 are not capitalised.

Depreciation has been provided at the following rates in order to write off the assets (less their expected residual value) over their estimated useful economic lives.

Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company , and is therefore included in the relevant costs in the

Funds structure policy

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds may be provided, from time to time, to the charity for particular purposes, and it is the policy of the board of trustees to carefully the monitor the application of those funds in accordance with the restrictions placed upon them.

Designated funds are those unrestricted income funds applied by direction of teh trustees for a specific purpose (s).

At 31 March 2015 a Restricted Fund had been set up to account for income and expenditures relating to the ATBH Conference to be held in 2016.

2 Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Notes to the Accounts (continued)

For the year ended, 31 March 2015

	2015	2014
	£	£
3 Surplus for the financial year:		
This is stated after crediting:		
Revenue turnover from ordinary activities	73,163	40,186
and after charging:		
Independent Examiners fees	255	250

4 Trustees remuneration

There were no fees or remuneration paid to trustees apart from out of pocket expenditure wholly and exclusively paid for charity business.

	2015	2014
	£	£
5 Investment Income		
Bank deposit interest paid	56	202

	2015	2014
	£	£
6 Creditors: amounts falling due within one year.		
Trade creditors	11,512	13,358
	<u>11,512</u>	<u>13,358</u>

Trade Creditors include £5,000 unsecured loan from Laces Trust, repayable on demand. This loan has been used to underwrite costs for the 2016 ATBH Conference.

	2015	2014
7 Profit and Loss Account		
At 31 March 2014	30,261	30,261
Profit for the year	18,969	-6,317
At 31 March 2015	<u>49,230</u>	<u>23,944</u>

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Notes to the Accounts (continued)

For the year ended, 31 March 2015

8 Restricted Funds

The trustees have established a Restricted fund for the provision of the 2016 ATBH Conference, which is being held in Oxford.

A separate bank account has been set up to hold Restricted Funds.

Movement on the fund is given on the SOFA, page

Net Assets	Bank and debtors	Creditors	Total
Unrestricted Funds	49,149	-6,512	42,637
ATBH Conference, Restricted Fund	11,593	-5,000	6,593
Per Balance Sheet	<u><u>60,742</u></u>	<u><u>-11,512</u></u>	<u><u>49,230</u></u>

9 Share capital limited by guarantee

The charity is incorporated under the Companies Act 2006 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is a member or within one year thereafter.