

Registered Charity Number
1065062

UK Centre for the Advancement of Interprofessional Education

REPORT AND ACCOUNTS

11th November 2022

**UK Centre for the Advancement of Interprofessional Education
(CAIPE)**

REPORT AND ACCOUNTS

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UK Centre for the Advancement of Interprofessional Education

1. CHARITABLE INCORPORATED ORGANISATION (CIO)

| | |
|-----------------------------|--|
| President | Hugh Barr |
| Joint Chair | Elizabeth Anderson and Angela Lennox |
| Leadership Team | Pat Bluteau Sharon Buckley Dawne Gurbutt Susanne Lindqvist |
| Treasurer | Pat Bluteau |
| Trustees | Juanjo Beunza Sharon Buckley Amira Chaudhry Laura Chalmers Linda Eyre Alison Machin (resigned: 16 th June 2022) Nichola Mclarnon Melissa Owens Vikki Park Suzy Plows Emma Pope Alison Power Chris Sanders Emma Smith Andreas Xyrichis |
| Contact Information | The CAIPE Administrator E: admin@caipe.org W: www.CAIPE.org |
| Independent Examiner | Mrs Sarah A Smith PgDip. BSc. FCCA. FCIE. Temple House 8 Main Street Cold Overton Oakham LEICS LE15 7QA |
| Bankers | Lloyds TSB 25 Castle Grove, Portchester Fareham PORTSMOUTH PO16 9NY |
| Charity Registration | Charity Registration Number 1065062 |
| Governing Document | CIO - Association, 20 May 2020 |

2. THE CO-CHAIR REPORT (on behalf of the Trustees)

In July 2021, a new CAIPE leadership team was formed. The former Chair of CAIPE, Associate Professor Richard Pitt and the Vice Chairs Professor Maggie Hutchinson and Dr Sundari Joseph, handed over the leadership of CAIPE to Joint Chair Professor Elizabeth Anderson and Dr Angela Lennox. After open consultation with the CAIPE board and fellows, the following board members joined the leadership team, Dr Pat Bluteau, Dr Sharon Buckley, Professor Dawne Gurbutt and Professor Susanne Lindqvist. Susanne was co-opted onto the board.

The continued support of the previous Chair and Vice Chairs, together with Emma Beal, CAIPE Administrator, Pat Bluteau, CAIPE Treasurer, and Sarah Smith, CAIPE Accountant, achieved a smooth transition of the CAIPE leadership. We are grateful to them for their guidance and have been warmly welcomed and supported throughout the year.

We shadowed the previous leadership team for three months prior to handover where we received a detailed induction. We also used this time to get to know every board member, meeting them for informal conversations. In recognition of our need to lead the development of the next five-year CAIPE strategy, these conversations helped to frame an understanding of the key aspirations of CAIPE board members as they looked to the future.

The focus of our first year has been to consult with the CAIPE president, board members, fellows, members, and external partners for guidance on shaping CAIPE's strategy. The outcomes led to a board review of CAIPE's mission statement, and a stakeholder-wide survey on the priorities for interprofessional education and collaborative practice over the next five years. The outcomes of the survey are represented in the CAIPE strategy 2022-2027 which will be launched at the AGM on 11TH November 2022.

We were fortunate to take over the leadership of CAIPE as we emerged from the COVID Pandemic. This has enabled us to arrange a combination of face-to-face and on-line meetings with the aim of achieving efficient and effective conduction of our business. The in-person meetings have provided a rich opportunity for debate and discussion, especially at the corporate forums.

During the year we have worked to firm up our charity registration responsibilities, as well as to update our governance policies and establish an equality, diversity and inclusion policy. We have also re-focused our work with our European colleagues and have played an active role in IP. Global - the global interprofessional movement.



Professor Liz Anderson
Joint Chair, CAIPE

3. THE TRUSTEES WORKING GROUP REPORT_

(JULY 2021 – SEPTEMBER 2022)

SUMMARY

During the past year the following seven working groups, led by board members, have remained active and submit their annual reports:

| | |
|------------------------------|---|
| RESEARCH | Melissa Owens, Andreas Xyrichis, Fiona Cust, Maggie Hutchings, Noreen O'Leary, Shobhana Nagraj, Vikki Park, Jane Greaves, Imose Itua, Nichola McLarnon, Mike Sy |
| CAIPE STANDARDS | Sharon Buckley, Laura Chalmers, Vikki Park and Nichola McLarnon |
| CAIPE/ROUTLEDGE PUBLICATIONS | Hugh Barr and Maggie Hutchings |
| MARKETING & COMMUNICATIONS | Linda Eyre, Suzy Plows and Richard Pitt |
| STUDENTS | Amira Chaudhry and Susanne Lindqvist |
| SERVICE USERS & CARERS | Emma Smith |
| CONSULTANCY & WORKSHOPS | Liz Anderson, Emma Pope and Dawne Gurbutt |

We wish to thank the many non-board members and CAIPE associates who continue to work alongside our board members in these working groups.

We have commenced monthly CAIPE briefing sessions for the leads of each working group to provide an opportunity to update one another on their activities and progress; a shared database has also been established to provide a written update, to ensure that the groups can work together in an effective and efficient way.

RESEARCH WORKING GROUP

There are twenty-two inspired and motivated CAIPE members in the research working group who meet every three months.

A database for PhD and Masters supervisors has been developed as a resource for members, where the focus of these research studies is on interprofessional education and collaborative practice.

The group has worked with the publications group to publish several papers under the CAIPE banner which examine the benefits and challenges for interprofessional education during the COVID-19 pandemic (see publications group report):

The group is currently developing research bids and is seeking Higher Education funding to update the review on interprofessional education in the UK - last completed in 2014. The research group is additionally exploring the National Institute for Health Research funding (NIHR) on a variety of projects.

CAIPE STANDARDS WORKING GROUP

The Standards Working Group has conducted a member survey to investigate the support for the development of standards for the design, development, management and delivery of IPE. The results of this survey have been analysed and the responses showed a high level of support for the concept and for subsequent institutional accreditation arrangements.

The group has clarified that the standards will be badged under CAIPE rather than 'national' standards, and the work will initially focus on standards for pre-registration IPE. An outline project plan and timeline has been developed, with agreement of the leadership team and approval from the board. Work will progress with the launch of the strategy in September 2022.

The group is in the process of preparing a brochure for communication when engaging with external stakeholders.

CAIPE/ROUTLEDGE PUBLICATIONS

Last year CAIPE reported that Health Education England commissioned CAIPE to evaluate the National Advanced Clinical Practitioner Programme. In July 2022 the final report, written by Richard Gray and Jenny Ford, was signed off by Health Education England. The publication of the report has been delayed as a result of the NHS reorganisation last autumn which resulted in Health Education England moving into NHS England. However, CAIPE is delighted that the lead, Beverly Harden, continues to collaborate with the new CAIPE leadership.

The fifth title in the [Routledge/CAIPE Collaborative Practice series](#), 'Collaborative Practice in Palliative Care' by Dave Roberts and Laura Green, was published in September 2021. This practical text explores how different professions work collaboratively across professional, institutional, social, and cultural boundaries and offers an important reference guide for all professionals engaged in palliative care. Further titles are under consideration for inclusion in the series.

Other publications achieved for CAIPE include a book chapter, 'With, From and About- The Evolution of the UK Centre for the Advancement of

Interprofessional Education (CAIPE) by Richard Pitt, Pat Bluteau and Maggie Hutchings published in November 2021 in an international textbook '[Interprofessional Education and Collaborative Practice: International Approaches at Micro, Meso, and Macro Levels](#)', edited by Dawn Joosten-Hagye and Hossein Khalili.

Further CAIPE collaborative achievements include a series of articles exploring the benefits and challenges for interprofessional education during the COVID-19 pandemic in the pivot to emergency remote teaching and online learning. Titles to date published in the British Journal of Midwifery include:

[Learning in lockdown: exploring the impact of COVID-19 on interprofessional education](#) (Power et al. 2021)

[The impact of COVID-19 on the delivery of interprofessional education: it's not all bad news](#) (Wetzlmair et al. 2021)

[Emergency remote teaching for interprofessional education during COVID19: student experiences](#) (Sy et al. 2022)

[Academics' experiences of online interprofessional education in response to COVID-19](#) (Power et al. 2022)

[Practice-based learning and the impacts of COVID-19: doing it for real?](#) (Hutchings et al. 2022)

A further two papers are in preparation including: Rethinking assessment for interprofessional learning during the COVID-19 era: steering a middle course (Mclarnon et al. In press)

Following the launch of the Ockenden report CAIPE members (Andreas Xyrichis, Laura Chalmers and Elizabeth Anderson) were interviewed by the BMJ:

BMJ 022;377:o1547, <http://dx.doi.org/10.1136/bmj.o1547> . Published: 29 June 2022, entitled "Why medicine must catch up on interprofessional education for a safer NHS"

BMJ 2022;377:o1120, <http://dx.doi.org/10.1136/bmj.o1120>. Published: 12 May 2022, entitled, 'Implementing Ockenden: What next for NHS maternity services?'

MARKETING AND COMMUNICATIONS

The leadership team wishes to pay particular thanks to the former CAIPE Chair, Richard Pitt, for his contribution to this working group.

The Communications and Marketing Team has continued to support CAIPE administrator, Emma Beal, to manage, develop and update the CAIPE website. Suzy Plows completed her website training with Craven

Digital, and assisted by Richard Pitt, will develop the website further in accordance with the CAIPE Strategy. This will allow Emma to focus on maintaining and uploading CAIPE events; documents; policies and the administration of membership.

The team continued to promote CAIPE and global interprofessional education and collaborative practice activity and events through social media (see below) with Twitter feeds going directly to the News page on the website (<https://www.caipe.org/topic/news>).

Social Media:

Facebook 391 followers; Instagram Followers 52 /Following 37; Twitter Followers 2,270 /Following 933; LinkedIn Followers 254.

Interprofessional. Global Café's:

Suzy and Richard represent CAIPE on the Interprofessional.Global Café Planning Group and support the selection, planning, organisation, delivery and moderation of monthly IP.G Café's with other global IPECP representatives. The purpose of the Global Cafés is to encourage and support the exchange of knowledge and experiences in the global community of Interprofessional Education and Collaborative Practice. Global Cafés are held monthly, usually with a format of two 10-minute presentations followed by 20 minutes of interactive discussion. (see <https://interprofessional.global/global-cafes/>).

2021 All Together Better Health X Re-invented (Online):

(October 2021 -November 2021)

ATBH X Reinvented was a virtual event of webinars promoted and organised by Interprofessional.Global following the postponement of the Qatar ATBH conference in 2020 due to the COVID-19 pandemic.

The Regional and Emerging networks of Interprofessional.Global collaborated on a programme based on submitted abstracts for ATBH X in Qatar. The webinars gathered individuals from around the globe presenting their IPECP topic for 15 minutes followed by 15 minutes open discussion. Moderators and IPECP facilitators from around the world aided discussion and feedback. CAIPE along with AfriPEN, IP-Health, & NipNET assisted in hosting three of the eight sessions.

STUDENT GROUP

The student working group began the year supporting students from the University of Leicester and De Montfort University to set up their first collaborative IPE Student Society. This society consisted of students from a range of healthcare and non-healthcare programmes, demonstrating interprofessional and collaborative practice beyond healthcare faculties, mirroring upcoming NHS integrated care systems being established within the community.

The working group has conducted its first student survey, collating data about their members demographics and how they wish to engage with the CAIPE student working group in the future. The survey results have

enabled the lead and board members to better understand how the existing and new students want to engage, alongside how CAIPE can improve its reach to a wider stakeholder group.

The need for sensitivity and better communication with neurodivergent student/ members alongside resources in alternative languages are highlights of the survey results.

The student working group looks to recruit a diverse group of students from different university programmes to be able to deliver what our stakeholders require.

SERVICE USERS AND CARERS

The service user and carer group worked with the CAIPE Leadership Team to review the effectiveness of service user and carer influence in CAIPE. Following a board discussion and agreement, a decision was taken to restructure the group following the launch of the CAIPE Strategy. The aim is to incorporate the service user and carer voice in each CAIPE working group.

CAIPE recognises that as a small charity establishing a meaningful service user and carer voice is challenging. Therefore, Higher Education Institutions will be approached to explore how CAIPE can engage with their existing service user and carer forums. The strategy implementation plan will detail the intended roles of their engagement.

CONSULTANCY AND WORKSHOPS

Building on the legacy from Sundari Joseph, CAIPE previous Vice Chair, CAIPE members, Emma Pope, Andreas Xyrichis, Alison Power and Elizabeth Anderson have continued to support requests for a range of workshops and key note addresses. While the majority continue to be offered on-line recent events are returning to face-to-face delivery.

Workshops delivered: The most popular request for workshops are for the design and delivery of interprofessional education and for faculty development. The following Higher Education Institutions have taken part in workshops over the past year:

University of Hong Kong

University of Malaysia

University of Nicosia

University of Limerick

CAIPE was invited to develop new workshops for Epsom & St. Helier University Hospitals NHS Trust. The Trust was supported by Health Education England, taking forward CAIPE's research on Advanced Clinical Practice. Alison Power and Elizabeth Anderson worked to co-create a new

workshop entitled, '*Interprofessional Working and Advanced Clinical Practitioners (ACPs)*'.

CAIPE, is under exploratory discussions with The Point of Care Foundation on a potential collaboration to support CAIPE members to deliver interprofessional Schwartz rounds. CAIPE will focus on advancing scholarship within interprofessional education and is led by board members Laura Chalmers and Dawne Gurbutt. A CAIPE Symposium on Schwartz rounds will be held on 11th November 2022.

Keynote talks on behalf of CAIPE: There have been a variety of requests for CAIPE keynote talks, often preceding the workshops outlined above, to pave the way for the workshops.

In addition, CAIPE presented at the following national and international conferences:

- University of Nicosia, Cyprus, 28th January & 4th February 2022. CAIPE Zoom Workshop Developing Quality Facilitators: Tools, Tips and Techniques.
- University of Salford, lunch-time seminar series 25th August 2021
- Academy of Medical Educators Conference on Interprofessional Education 23rd November 2021.
- Royal College of Surgeons International Conference 8th April 2022.
- Universiti Kebangsaan Malaysia requested two keynote talks:
 - (i) Effective interprofessional education and
 - (ii) AssessmentThese were recorded for live delivery at their two-day conference on Interprofessional Education 10th-11th June 2022.
- Bolton University Education Conference 6th September 2022.

4. THE JOURNAL OF INTERPROFESSIONAL CARE (JIC)

- *The official journal of CAIPE*

The Journal of Interprofessional Care is now widely regarded as the authoritative resource for scholarly work in the field of interprofessional education and collaborative practice.

Over the past year, the Journal saw its downloads increase for the first time to over half a million (529K).

Research attention also increased, with now an Impact Factor of 2.663 (highest to date); and a CiteScore increase to 3.5, placing the Journal in the top quartile (Q1) of the general medical category.

The Editorial Board, which consists of international experts in the field from 17 countries, have worked tremendously hard to ensure improvements in performance metrics including now a 22% Acceptance Rate and 81 days (median) from submission to first decision. Most

Journal contributors remain based in the USA, UK, Australia, and Canada but there has also been a significant increase from previously underrepresented regions in this field including Latin America and China.

Policy and public attention metrics continue to increase, with Altmetric pointing to over a thousand (1371) Twitter mentions, 17 mentions in News outlets, and 13 Policy documents such as from the World Health Organization, the UK National Institute for Health and Care Excellence, and the US National Academies.

We are grateful to Taylor and Francis Publishers who continue to support CAIPE.

5. UK REGIONAL AND INTERNATIONAL ACTIVITY

CAIPE CORPORATE FORUMS

CAIPE supports its Higher Education corporate members through a board member link and in the provision of twice-yearly corporate forums.

The CAIPE forum meets in different parts of the UK and provides opportunities for CAIPE corporate members to present on topical aspects of IPE, showcasing their initiatives, and for CAIPE to update forum members on latest developments.

Two face-to-face regional forums were held over the past year as the country emerged from the Pandemic.

- IPE within the School of Health, Science and Wellbeing – University of Stafford – 10th September 2021
Welcomed by the Associate Dean, Dr Linda Harty, members shared innovative developments in interprofessional education including a virtual tour of resources and new interprofessional learning involving biomedical sciences. Students shared their experiences of COVID and attendees were shown the new Centre for Health Innovation where a large-scale simulation unit was under final construction and which aimed to focus on interprofessional simulations.
- Learning with, from, and about each other in an Integrated Care System: Embedding interprofessional learning in the Northeast and North Cumbria ICS – Northumbria University - 18th March 2022.
Welcomed by CAIPE board member Vikki Park, attendees were able to listen to a wealth of presentations from twenty-seven presenters delivering 15 abstracts on interprofessional education which brings together students from Northumbria University, Teeside University, the University of Cumbria and Newcastle University.

INTERNATIONAL LIAISON

IP. Global was established following the 2018 *'All Together Better Health Conference'* in Auckland, New Zealand, to advance and strengthen the cause of interprofessional collaborative practice (ICP) across the globe (<https://interprofessional.global/>).

Between the 8th–12th November, IP. Global members reunited in Winterthur, Switzerland. The meeting was supported by the Zurich University of Applied Sciences Winterthur (ZHAW). CAIPE was represented by Liz Anderson, Andreas Xyrichis and Sharon Buckley. The meeting invited all long-standing and emerging networks to share their purpose and outcomes, as well as their aspirations. This, together with IP.Global's previous work plan enabled delegates to agree the following areas of work to forward IPE and ICP:

1. Global Impact Working Group - optimising the health of individuals and populations through patient-centred interprofessional practice.
2. Capacity Building Working Group – facilitate IPE and ICP globally by securing resources.
3. Evaluation Working Group - design an evaluation process to assess the impact of IP. Global.

CAIPE is represented in all these areas and members meet monthly at our internal CAIPE IP. Global briefing session to ensure that they are kept informed on the progress of each group. IP>Global is now a standing agenda item at the CAIPE Board.

A major achievement for IP. Global this year has been the approval of a constitution, with Dutch registration. This has enabled the establishment of a bank account, virtual offices and recruitment of a governing board.

INDIVIDUAL INTERNATIONAL LIAISON

We thank Hugh Barr, President of CAIPE, for introducing a number of valued international colleagues to CAIPE over the past year with a view to collaboration and engagement.

EUROPEAN IPE NETWORK

Johanna Dahlberg, Sweden, has brought together the leads from the many interprofessional networks across Europe to begin to consider how we wish to work together as we share similar issues and a close geography. The group have agreed to discuss with IP. Global becoming IP.Europe under the banner of IP.Global. These early discussions bode well for closer working.

6. FUTURE PLANS

Launch of CAIPE Strategy

On 11th November 2022 CAIPE will launch its 5-year business strategy. Approved by the board and developed with members and partners, it presents the following four priorities:

- Priority 1: Research
To generate, synthesise and translate the evidence base for best practice in interprofessional education and collaborative practice.
- Priority 2: Standard Setting
To develop quality standards for the design, development, management and delivery of interprofessional education and collaborative practice.
- Priority 3: Faculty Development
To support higher education institutions and other educational organisations through departmental, curriculum and assessment guidance.
- Priority 4: Translation of Evidence into Practice
To work to influence UK health and social care policy for the improvement of health outcomes for all, guided by international best practice.

An implementation plan will follow to include the establishment of new working groups to achieve these priorities. The activities generated through the working groups will be supported by resources from CAIPE's surpluses to ensure successful outcomes.

Organisational Development

The current structure of the CAIPE board, supported by the leadership team and administrative support will continue in its present form to oversee the delivery of CAIPE's strategy.

CAIPE will continue to meet the requirements of its Charity Commission registration, including maintaining high standards of governance and financial transparency. Over the next year, a review of governance processes will be carried out to further strengthen these standards.

Interprofessional.Global and European Partners

CAIPE will continue to support and contribute to the work of these important networks. This includes preparing for the global conference 'All Together Better Health', to be held in Qatar in September 2023.

Regional Forums

CAIPE will continue to lead its Regional Forums which provides an opportunity for a corporate member to showcase its work in Interprofessional Education and Collaborative Practice. The University of

Plymouth will host the March 2023 Forum, whilst the University of Northampton will host in November 2023.

7. CAIPE MEMBERSHIP

CAIPE is primarily a membership organisation, and membership fees contribute to the majority of the annual income. Membership fees remain unchanged but will be reviewed following the launch of the new CAIPE Strategy in September 2022.

Our present annual membership costs areas as follows:

| | |
|--|-------|
| Individual membership including JIC | £95 |
| Corporate membership including JIC | £1600 |
| Corporate membership not including JIC | £850 |
| Student membership | £10 |
| Service user and carer membership | £5 |

A priority for CAIPE is to raise awareness of the work of CAIPE and as a result attract new members. We are pleased to announce that throughout the year our membership has grown and as of 1st September 2022, we have:

| | |
|--|-----|
| Student Membership | 272 |
| Service users and carers | 15 |
| Individual Members | 67 |
| Corporate Members | 32 |
| (which includes 949 sponsored log-ins accessible through the corporate body) | |

We would like to warmly welcome the following new corporate members:

University of Plymouth
University of Essex
Brunel University London

CAIPE HONORARY FELLOWS

The new CAIPE Leadership Team assimilated the existing CAIPE fellows – in line with the launch of the strategy, the recruitment of fellows and their involvement in delivering the strategy will be a focus of activity

We particularly thank Richard Gray, former CAIPE Chair and Fellow, who has retired from his work in CAIPE and provided invaluable contributions throughout his tenure.

8. FINANCIAL POSITION & TREASURER'S REPORT

CAIPE's financial position remains healthy, with surpluses on ordinary activities of almost £14,000. Membership income decreased from £44,805 (2021) to £31,758 this year, but at the time of writing membership is increasing once again following the end of the pandemic and income is expected to recover. Total reserves carried forward at 31 March 2022 were £142,653. Although expenditure has increased this year, from £22,651 (2021) to £27,951, it still falls far below pre pandemic levels of £49,000. New, efficient and cost-effective ways of meeting and collaborating electronically are being embedded along with a return to face-to-face events where they can provide an enhanced experience.

The trustees are confident that the reserves are sufficient to secure the future of CAIPE and enable further investment in membership activities.

The trustees are satisfied that the financial position will enable them to meet all financial obligations as they fall due for at least 12 months from the AGM in November 2022, as required by charity regulations, and best practice.

Risk Assessment and Public Benefit

The risks to the organisation, both internal and external are kept under constant review by the trustees. The guidance issued by the Charity Commission regarding public benefit has been considered by the trustees and is taken into account in decision making.

At the time of writing the longer-term effects of economic uncertainty caused by the global pandemic and war in Eastern Europe are unknown. The bulk of the membership fees are from UK Higher Education Institutions, which may experience income contraction for the foreseeable future. In mitigation of a drop in income CAIPE holds unrestricted reserves of £142,653, which the trustees feel is satisfactory to provide for any future loss of income and invest in the future of IPE. Of the total unrestricted reserve, £34,329 has been designated by the trustees for work reported under "Funded Projects" on page 17 and represents the unspent balance of grants already received. A breakdown of the balances can be seen at note 11 page 22

Reserves and Investment Policy

At 31 March 2022, CAIPE had cash at bank balances of £144,303. There are 2 deposit accounts at Lloyds bank. A balance of £10,015 and £101,470, respectively bearing interest at 0.05%. The remaining balance is held on a current account. The trustees are therefore able to access funds as required, whilst maintaining core reserves separately.

Statement of Trustees Responsibilities

The individuals listed on the charity Information page are trustees for the purpose of charity law.

Charity 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 CIO as at the end of the financial year and of the surplus or deficit of the charity for the year.

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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business; and
- 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 CIO and to enable them to ensure that the accounts comply with the Charity SORP. They are also responsible for safeguarding the assets of the CIO 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:

A handwritten signature in black ink, appearing to read 'Elizabeth Anderson', written over a circular stamp or seal.

Elizabeth Anderson
Joint Chair

11 November 2022.

9. THE INDEPENDENT EXAMINER'S REPORT

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 2022

I report to the charity trustees on my examination of the accounts of the CIO, CAIPE for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of the CIO, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011, ("the Act").

I report in respect of my examination of the CIO's accounts as carried out under s145 of the Act. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's statement

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

1. accounting records were not kept as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Sarah Smith

Mrs Sarah A Smith MSc. BSc. FCCA. FCIE. MNAVP.
8 Main Street
Cold Overton Oakham
LEICS LE15 7QA

11 November 2022

UK Centre for the Advancement of Interprofessional Education (CAIPE)
Statement of Financial Activities

For the Financial Year:

1 April 2021 to 31 March 2022

| | Unrestricted Funds | Restricted Funds | Total Funds | Total Funds |
|--|-------------------------------|-----------------------------|------------------------|------------------------|
| | 2022 | 2022 | 2022 | 2021 |
| | £ | £ | £ | £ |
| Income from: | | | | |
| Members subscriptions | 31,758 | - | 31,758 | 44,805 |
| Gift aid | 537 | - | 537 | 375 |
| Grant: Health Education England | 0 | - | 0 | 19,950 |
| Donations | 0 | - | 0 | 567 |
| Consultancy and Workshops | 8,571 | - | 8,571 | 1,942 |
| John Horder Award | 500 | - | 500 | 0 |
| Bank Interest | 11 | - | 11 | 21 |
| Publication sales and royalties | 573 | - | 573 | 100 |
| Miscellaneous income | 0 | - | 0 | 281 |
| Total | 41,950 | 0 | 41,950 | 68,041 |
| Expenditure on: | | | | |
| <i>Raising Funds: Web site maintenance</i> | 2,556 | - | 2,556 | 2,130 |
| <i>Charitable activities</i> | | | | |
| CAIPE Events and Meetings | 2,271 | - | 2,271 | 122 |
| Scholarships and Awards: John Horder | 800 | - | 800 | 800 |
| Publications | 2,494 | - | 2,494 | 4,486 |
| CAIPE Workshops | 750 | - | 750 | 500 |
| Funded Projects | 73 | - | 73 | 1,905 |
| | 6,388 | 0 | 6,388 | 7,813 |
| <i>Governance and Administration</i> | | | | |
| Secretarial incl. post and stationery | 11,236 | - | 11,236 | 9,730 |
| AGM and Board meetings | 4,343 | - | 4,343 | 784 |
| Accounting services | 1,100 | - | 1,100 | 1,100 |
| Independent examination | 360 | - | 360 | 360 |
| Storage Unit | 1,884 | - | 1,884 | 648 |
| Bank Charges | 84 | - | 84 | 86 |
| | 19,007 | 0 | 19,007 | 12,708 |
| Total | 27,951 | 0 | 27,951 | 22,651 |
| Net income/(expenditure) | 13,999 | 0 | 13,999 | 45,390 |
| Total Funds Brought Forward | 128,654 | 0 | 128,654 | 83,264 |
| Total Funds Carried Forward | 142,653 | 0 | 142,653 | 128,654 |

UK Centre for the Advancement of Interprofessional Education (CAIPE)
Balance Sheet
as at 31 March 2022

| <i>The assets and liabilities of the charity:</i> | | Notes | 2022 | | 2021 | |
|---|----|-------|-----------------------|---|-----------------------|---|
| | | | £ | £ | £ | £ |
| Current Assets | | | | | | |
| Cash at bank and in hand | | | <u>144,303</u> | | <u>130,114</u> | |
| Total Current Assets | | | <u>144,303</u> | | <u>130,114</u> | |
| Creditors | | | | | | |
| amounts due within one year | 7 | | <u>1,650</u> | | <u>1,460</u> | |
| Net Current assets | | | 142,653 | | 128,654 | |
| Total assets less current liabilities | | | 142,653 | | 128,654 | |
| NET ASSETS | | | <u>142,653</u> | | <u>128,654</u> | |
| <i>The funds of the charity:</i> | | | | | | |
| Unrestricted Income Funds | | | 108,324 | | 94,252 | |
| Designated Funds | 11 | | 34,329 | | 34,402 | |
| TOTAL UNRESTRICTED FUNDS | | | <u>142,653</u> | | <u>128,654</u> | |
| Restricted income funds | | | <u>0</u> | | <u>0</u> | |
| TOTAL RESTRICTED FUNDS | | | <u>0</u> | | <u>0</u> | |
| TOTAL CHARITY FUNDS | | | <u>142,653</u> | | <u>128,654</u> | |



Elizabeth Anderson and Angela Lennox Joint Chair
 Approved by the trustees on 11 November 2022
The notes on pages 19-23 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 2022

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 FRS 102 as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective Jan 2015, and within the provisions of the Charities Act 2011.

The particular accounting policies adopted are set out below.

Incoming Resources

Incoming resources are accounted for on a receivable basis where the amount is quantifiable, where legal entitlement has been established and where the receipt of funds is probable. Income will be deferred where appropriate.

In accordance with the Statement of Recommended Practice for Accounting and Reporting (effective Jan 2015) 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

Costs are recognised as soon as a legal obligation can be quantified and the trustees consider that crystallisation of the cost is probable.

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 2022

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.

In this Financial year, there are no fixed assets, and no depreciation charge.

Depreciation would have been provided at appropriate 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 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 Statement of Financial Activities.

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 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 the trustees for a specific purpose (s).

2 Going Concern

The charity is able to pay its liabilities as they fall due, has no significant contingent liabilities or post balance sheet events that contradict this view and has sufficient reserves to operate for at least 12 months from the signature date of these accounts.

3 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 2022

| | 2022 | 2021 |
|---|-------------|-------------|
| | £ | £ |
| 4 Surplus for the financial year: | | |
| This is stated after crediting: | | |
| Revenue turnover from ordinary activities | 41,950 | 68,041 |
| and after charging: | | |
| Independent Examiners fees | 360 | 360 |

| | 2022 | 2021 |
|--|-------------|-------------|
| | £ | £ |

5 Events

CAIPE Events and Meetings

| | | |
|-----------------------------|--------------|------------|
| External Meeting Attendance | 0 | 0 |
| Working groups: promotions | 96 | 122 |
| CAIPE Symposium | 0 | 0 |
| Corporate Forums | 2,175 | 0 |
| Executive and Task Groups | <u>0</u> | <u>0</u> |
| <i>Sub total</i> | 2,271 | 122 |

CAIPE Workshops

| | | |
|---------------------------------------|------------|------------|
| Universities: Nicosia Limerick and HK | 750 | 0 |
| Melbourne University | <u>0</u> | <u>500</u> |
| | 750 | 500 |

Funded Projects

| | | |
|-----------------------------------|-----------|--------------|
| IBE/VBP | 0 | 0 |
| HEE (Scoping, South and Midlands) | <u>73</u> | <u>1,905</u> |
| <i>Sub total</i> | 73 | 1,905 |

6 Investment Income

| | 2022 | 2021 |
|--|-------------|-------------|
| | £ | £ |

| | | |
|----------------------------|----|----|
| Bank deposit interest paid | 11 | 21 |
|----------------------------|----|----|

7 Creditors: amounts falling due within one year.

| | 2022 | 2021 |
|--|-------------|-------------|
| | £ | £ |

| | | | |
|-----------------|---------------------------------|--------------|--------------|
| Trade creditors | (2022) Accountancy and IE | 1,460 | 1,460 |
| | (2022 2023) Company Secretarial | <u>190</u> | <u>1,460</u> |
| | | 1,650 | 1,460 |

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Notes to the Accounts (continued)

For the year ended, 31 March 2022

| 8 Profit and Loss Account | 2022 | 2021 |
|----------------------------------|----------------|----------------|
| | £ | £ |
| At 31 March 2021 | 128,654 | 83,264 |
| Surplus (Deficit) for the year | 13,999 | 45,390 |
| At 31 March 2022 | 142,653 | 128,654 |

9 Trustees remuneration and expenses.

Professional fees were paid to trustees as follows:

| | 2022 |
|------------|-------------|
| | £ |
| S Joseph | 250 |
| A Xyrichis | 500 |
| | 750 |

In addition, a total of £3,757 (2021, £72 to 1 trustee) was paid to 8 trustees for travel accommodation and subsistence being a refund of out-of-pocket expenses for attendance at meetings and events.

There were no other related party transactions (2021: nil)

10 Restricted Funds

There are no restricted funds at 31 March 2022

11 Movement on Designated Funds

| | HEE Scoping Project | HEE South Project | HEE Midlands | IPE/VBP |
|------------------------|----------------------------|--------------------------|---------------------|----------------|
| Opening Balance | 18,050 | 12,219 | 180 | 3,953 |
| Income | 0 | 0 | 0 | 0 |
| Expenditure | 0 | 73 | 0 | 0 |
| Closing Balance | 34,329 | 18,050 | 180 | 3,953 |

31 March 2022

12 Liability on winding up the CIO

If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

UK Centre for the Advancement of Interprofessional Education (CAIPE)

Notes to the Accounts (continued)

For the year ended, 31 March 2022

13 Comparative table:

2021 Statement of Financial Activities, showing the analysis of funds

| | Unrestricted Funds | Restricted Funds | Total Funds |
|--|-----------------------|---------------------|----------------|
| | 2021 | 2021 | 2021 |
| | £ | £ | £ |
| Income from: | | | |
| <i>Incoming resources from generated funds</i> | | | |
| Members subscriptions | 44,805 | - | 44,805 |
| Gift Aid | 375 | - | 375 |
| Grant: Health Education England | 19,950 | - | 19,950 |
| Donations | 567 | - | 567 |
| Consultancy and Workshops | 1,942 | - | 1,942 |
| Miscellaneous Income | 281 | - | 281 |
| Bank Interest | 21 | - | 21 |
| Publication sales and royalties | 100 | - | 100 |
| Total | 68,041 | 0 | 68,041 |
| Expenditure on: | | | |
| <i>Raising funds</i> | | | |
| Website/ fundraising | 2,130 | - | 2,130 |
| | 2,130 | 0 | 2,130 |
| <i>Charitable activities</i> | | | |
| CAIPE Events and Meetings | 122 | - | 122 |
| Scholarships and Awards: John Horder | 800 | - | 800 |
| Publications | 4,486 | - | 4,486 |
| CAIPE Workshops | 500 | - | 500 |
| Funded Projects | 1,905 | - | 1,905 |
| | 7,813 | 0 | 26,226 |
| <i>Governance and Administration</i> | | | |
| Secretarial incl post and stationery | 9,730 | - | 9,730 |
| AGM and Board Meetings | 784 | - | 784 |
| Accounting services | 1,100 | - | 1,100 |
| Independent examination | 360 | - | 360 |
| Storage Unit | 648 | - | 648 |
| Bank charges | 86 | - | 86 |
| | 12,708 | 0 | 12,708 |
| Total | 22,651 | 0 | 22,651 |
| Net income/(expenditure) | 45,390 | 0 | 45,390 |