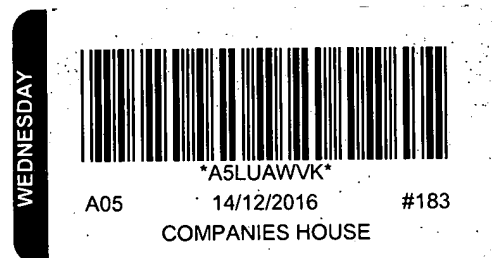


EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY
REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

CHARITY NO: 1066856

COMPANY NO: 3438264



EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

INDEX TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

	Page
Trustees' Report	1. to 3.
Statement of Financial Activities	4.
Balance Sheet	5.
Notes to the Accounts	6. to 8.
Independent Examiner's Report	9.

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

ADMINISTRATIVE DETAILS

FOR THE YEAR ENDED 31 MARCH 2016

Charity No: 1066856

Company No: 3438264

Registered Office:

Clinical Trials Research Unit
University of Leeds
Leeds
West Yorkshire
LS2 9JT

Principal Address:

European Pressure Ulcer Advisory Panel Charity
Clinical Trials Research Unit
University of Leeds
Leeds
West Yorkshire
LS2 9JT

Accountants:

Critchleys LLP
Greyfriars Court
Paradise Square
Oxford
Oxon
OX1 1BE

Bankers:

Barclays Bank Plc
Marcham Road
Abingdon
Oxon

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2016

The directors who are also trustees present their report together with the accounts for the year ended 31 March 2016.

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing document.

The organisation is a charitable company limited by guarantee incorporated on 23 September 1997 registered as a charity on 15 December 1997. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

Trustees and Executive Committee

The directors of the company are also charity trustees for the purpose of charity law. The executive committee is selected from the trustees to oversee the management of the charity. Trustees with relevant experience and skills are appointed and training is provided where appropriate.

Directors

The directors in office at 31 March, 2016, all of whom served during the year unless otherwise stated were:

Executive Committee

Lisette Schoonhoven	Netherlands	President
Amit Gefen	Israel	Immediate Past President
Jane Nixon	UK	Treasurer
Jeannie Donnelly	Northern Ireland	Co-treasurer
Dimitri Beeckman	Belgium	Chair Scientific Committee
Yohan Payan	France	Co-chair Scientific Committee
Jan Kottner	Germany	Chair Guidelines Committee
Katrin Balzer	Germany	Co-chair Guidelines Committee
Christina Lindholm	Sweden	PR & Marketing
Zitas Kis Dadara	Austria	PR & Marketing

Trustees

Maarit Ahtiala	Finland	
Carina Baath	Sweden	
Dan Bader	UK	
Katrin Balzer	Germany	(appointed 17/09/2015)
Guido Ciprandi	Italy	
Lena Gunningberg	Sweden	
Hilde Heyman	Belgium	
Rolf Jensen	Denmark	
Ulrika Kallman	Sweden	(appointed 17/09/2015)
Eric de Laat	Netherlands	(resigned 17/09/2015)
Nils Lahmann	Germany	(appointed 17/09/2015)
Lenche Neloska	Republic of Macedonia	
Yohan Payan	France	
Michael A.P.C. Renierkens	Netherlands	
Elia Ricci	Italy	
Marco Romanelli	Italy	
Jos Schols	Netherlands	(resigned 17/09/2015)
Dominique Sigauco-Roussel	France	(appointed 17/09/2015)
Steven Smet	Belgium	(appointed 17/09/2015)
Jose Verdu-Soriano	Spain	(resigned 17/09/2015)
Jakub Taradaj	Poland	
Zena More	Ireland	(appointed 17/09/2015)
Geert Vanwallegem	Belgium	

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

Objectives and Activities

The European Pressure Ulcer Advisory Panel's objective is to provide relief for persons suffering from or at risk of pressure ulcers in particular through research and education of the public.

The major activities of the charity remain involved in education of the public, health workers and patients themselves in the prevention and treatment of pressure ulcers. Also to raise awareness of the incidence and cost to governments throughout Europe.

Risk management

The trustees have identified the major risks which the charity faces and are taking steps to mitigate those risks.

Achievements and performance

The EPUAP had its 18th Annual Conference in Ghent, Belgium in September 2015, and the local organizer was our Executive Board member and Trustee, Prof. Dr. Dimitri Beeckman. The EPUAP 2015 conference in Ghent was an extraordinary success in all aspects, including the scientific contents and clinical research that were presented, the international attendance and number of participants, and the dominant presence of industry and EPUAP sponsors. The scientific programme of the conference included the French and Dutch one-day symposia that were held by our partner organisations: Afiscep in cooperation with PERSE for the French symposium, respectively EduWond, CNC and WCS for the Dutch symposium.

In April 2016 the EPUAP also held the **3rd Focus Meeting in Berlin, Germany** and the main theme was 'The Role of Skin and Tissue Maturation and Aging in Pressure Ulcer Research and Practice'. The focus meeting was held at the Kaiserin Friedrich-Haus in Berlin, Germany, and it was hosted by our Executive Board Members Dr. Jan Kottner and Prof. Jane Nixon.

In September 2016, EPUAP held its annual meeting in the context of the **World Union of Wound Healing Societies (WUWHS)** in Florence Italy. The EPUAP half day session was the highlight of the day and brought the focus on pressure ulcer prevention and treatment in such a complex scientific programme that had covered all aspects of wound management.

The **EPUAP 2017 annual meeting** will be held in Belfast, Northern Ireland between 20 and 22 September 2017 and the main theme of the programme will be ***One Voice for Pressure Ulcer Prevention and Treatment Challenges and Opportunities for Practice, Research and Education***. The annual meeting will be organised by EPUAP in partnership with the Tissue Viability Nurse Network (Northern Ireland) and Wound Management Association of Ireland.

The EPUAP is growing fast and becomes stronger and more influential each year. The roles of EPUAP in creating awareness to the pressure ulcer problem, in stimulating basic and clinical research and in developing guidelines are pivotal in Europe and worldwide. One example for our far-reaching activities is the 'Stop Pressure Ulcer Day' initiative which continues to be an enormous success globally, with clinical and academic lectures and workshops, companies holding educational events, and considerable coverage in electronic and traditional healthcare media.

EPUAP and EWMA, as two of the leading organisations in the field of wound management, have launched a joined project on **PU prevention and patient safety advocacy project**. The overall aim is to establish a joint EPUAP-EWMA engagement in the PU prevention and patient safety agendas at the European level as well as at the national level in selected European countries.

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

In 2015, EPUAP has given free access for all professionals to PUCLAS3, an e-learning tool that aims to further support clinical teaching and learning about pressure ulcer classification and incontinence-associated dermatitis (IAD) differentiation, as misclassification results in inadequate preventive and therapeutic measures.

The EPUAP is delighted to lead all the above initiatives and to pave the way towards new means, science, technologies and guidelines to prevent or minimize the impact of pressure ulcers on vulnerable populations.

How the charity meets the public benefit

The EPUAP is a thriving society, which is constantly growing in size and influence, and will continue to expand and increase its impact related to the awareness to pressure ulcers, education, research and clinical guidelines, as well as involvement of industry – which sets higher standards for patient management and care. We will continue to lead in all the above aspects across Europe.

Financial Review and Reserves Policy

The charity reported net incoming resources of £62,599 for the year 2016 (2015: £95,209). The funds of the charity are continually monitored by the trustees.

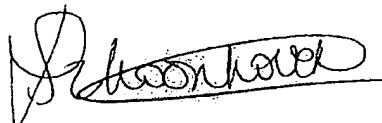
It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to approximately six months unrestricted expenditure. This would provide sufficient funds to cover management and administration and support costs and cover publication expenses. The trustees are researching ways to meet this objective.

This report has been prepared in accordance with the provisions of section 419(2) of the Companies Act 2006 relating to small companies.

Date:

8.12.2016

ON BEHALF OF THE TRUSTEES
Lisette Schoonhoven, EPUAP President



EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 MARCH 2016

	Unrestricted Funds 2016 £	Total £	Funds 2015 £
INCOMING RESOURCES			
Income from Charitable Activities			
Subscriptions	5,865	5,865	5,765
Conference income	-	-	175,606
Conference income (net)	63,749	63,749	-
Publishing income	27,829	27,829	49,464
Other income	840	840	1,829
	<hr/>	<hr/>	<hr/>
Total Income	98,283	98,283	232,664
	<hr/>	<hr/>	<hr/>
RESOURCES EXPENDED			
Expenditure on charitable activities			
Guidelines	1,095	1,095	9,752
Secretarial and office expenses	16,870	16,870	16,174
Conference and meeting expenses	-	-	106,146
Computer support and website	-	-	2,842
Accountancy (independent examination)	1,584	1,584	2,500
Bad debts	8,812	8,812	-
Foreign exchange loss	7,114	7,114	-
Depreciation	209	209	41
	<hr/>	<hr/>	<hr/>
Total Resources Expended	35,684	35,684	137,455
	<hr/>	<hr/>	<hr/>
Net movement in funds	62,599	62,599	95,209
Fund Balances brought forward	100,029	100,029	4,820
	<hr/>	<hr/>	<hr/>
Fund Balances carried forward	162,628	162,628	100,029
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The above represents the recognised gains of the charity.

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

BALANCE SHEET

AT 31 MARCH 2016

	2016		2015	
	£	£	£	£
Fixed Assets		-		209
Current Assets				
Debtors	52,238		64,336	
Cash at bank	112,730		41,616	
	<u> </u>		<u> </u>	
	164,968		105,952	
Current Liabilities				
Accruals and deferred income	(2,340)		(6,132)	
	<u> </u>		<u> </u>	
Net current assets		162,628		99,820
		<u> </u>		<u> </u>
Net assets		162,628		100,029
		<u> </u>		<u> </u>
Represented by:				
Unrestricted funds		162,628		100,029
		<u> </u>		<u> </u>
		162,628		100,029
		<u> </u>		<u> </u>

For the year ending 31 March 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 in accordance with section 476 of the Companies Act 2006.

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

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime under the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

These financial statements were approved and authorised for issue on behalf of the charity on 8/12/16

Signed on its behalf by

Jane Nixon – Director

JENIXON

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2016

1. Accounting Policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the charity's financial statements.

(a) Company Status

The charity is a company limited by guarantee. The members of the company are the trustees.

(b) Basis of Preparation

The accounts are prepared under the historical cost convention and are prepared in compliance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities effective 1 January 2015, and the Companies Act 2006.

(c) Fund Accounting

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor.

(d) Income and Expenditure

Income and Expenditure is accounted for on an accruals basis. Conference income and expenditure is recognised in the year the event was held.

Subscriptions are recorded on a receipts basis. The subscription period runs for one year from renewal/signing up date which may be at any time during the year. As the subscriptions are spread through the year no adjustment has been made for subscriptions in advance. Subscriptions are non-refundable.

(e) Tangible Fixed Assets

Tangible fixed assets are stated at historical cost less depreciation. Depreciation is provided using the reducing balance basis at rates which reflect the anticipated useful lives of the assets and their estimated residual values:

Office Equipment	15%
Computer Equipment	33 ¹ / ₃ %

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

2. Secretarial and Office Expenses

Below is a breakdown of secretarial and office expenses:

	2016 £	2015 £
Accountancy	-	4,280
Sundry	-	369
Company secretarial (Clyde & Co)	-	1,757
Codan secretarial services	16,870	9,768
	<u>16,870</u>	<u>16,174</u>

3. Fixed Assets

	Office Equipment £	Computer Equipment £	Total £
Cost:			
Brought Forward	2,457	3,027	5,484
	<u>2,457</u>	<u>3,027</u>	<u>5,484</u>
Carried Forward	2,457	3,027	5,484
	<u>2,457</u>	<u>3,027</u>	<u>5,484</u>
Depreciation:			
Brought Forward	2,259	3,016	5,275
Charge	198	11	209
	<u>2,457</u>	<u>3,027</u>	<u>5,484</u>
Carried Forward	2,457	3,027	5,484
	<u>2,457</u>	<u>3,027</u>	<u>5,484</u>
Net Book Value:			
As at 31 March 2016	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
As at 31 March 2015	198	11	209
	<u>198</u>	<u>11</u>	<u>209</u>

EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

4. Debtors	2016 £	2015 £
Sundry debtors	52,238	64,032
Prepayments	-	304
	<hr/>	<hr/>
	52,238	64,336
	<hr/>	<hr/>
5. Accruals and Deferred Income	2016 £	2015 £
Wages and salaries	-	3,036
Accountancy and professional fees	2,340	3,096
	<hr/>	<hr/>
	2,340	6,132
	<hr/>	<hr/>

6. Trustees' Transactions

14 Trustees (2015: 14) were reimbursed for their expenses, amounting to £5,596 (2015: £5,837).

The following is a breakdown of reimbursed expenses paid during the year:

Trustees:	£
G Ciprandi	262
Z Kis Dadara	649
J Nixon	208
L Schoonhoven	2,199
D Bader	118
R Jelnes	122
M Ahtiala	448
S Smet	162
C Baath	549
D Sigaudou-Roussel	106
L Gunningberg	99
J Kottner	245
U Kallman	132
Y Payan	297
Total expenses reimbursed to trustees	<hr/> 5,596 <hr/>

Expenses reimbursed to trustees detailed above relate to travel expenses and conference registration.

No remuneration was paid to any of the trustees during the year (2015: none).

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
EUROPEAN PRESSURE ULCER ADVISORY PANEL CHARITY

I report on the accounts of the company for the year ended 31 March 2016 which are set out on pages 4 to 8.

Respective responsibilities of trustees and 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 charity's 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 Part 16 of the Companies Act 2006 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 section 145(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 the seeking of 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:

- which gives me reasonable cause to believe that, in any material respect, the requirements:
 - (a) to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - (b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102) have not been met, or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Caroline Webster FCA

Critchleys LLP

Oxford

12/12/16