

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

England & Wales · Charity number 1014784

Details

Other names	ITAI
Status	Registered
Legal form	Charitable company
Company number	02753420
Registered	1992-10-16
Register	View on the Charity Commission register

Contact

Address	PO Box 14424 Solihull West Midlands B91 9JR
Phone	+44 (0)8456 212066
Email	GENSEC@ITAI.ORG
Website	www.itai.org

Activities

Objects: TO PROMOTE ROAD SAFETY FOR THE BENEFIT OF THE PUBLIC BY A) IMPROVING THE TECHNICAL AND GENERAL SKILL AND KNOWLEDGE OF PERSONS ENGAGED IN OR INTENDING TO ENGAGE IN WORK OF TRAFFIC ACCIDENT INVESTGATORS OR ANY RELATED OCCUPATION CONCERNED WITH ROAD SAFETY B) IMPROVING THE STANDARDS OF SAFETY OF VEHICLES AND ROADS OF ALL KINDS.

Activities: The Institute provides a means of communication, education, representation and regulation in the field of Traffic Accident Investigation

Classification

- **How:** Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training
- **Who:** Other Defined Groups

Geography

- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£94,835	£96,305	-	-
2023-12-31	£103,405	£95,984	-	-
2022-12-31	£86,595	£82,280	-	-
2021-12-31	£35,214	£50,792	-	-
2020-12-31	£79,025	£50,336	-	-

Trustees

Name	Role	Appointed
Adrian Nickolas Downing		2026-06-01
Christopher Hugh Goddard		2026-06-01
David Iwan Parry		2022-06-01
Gregg Nicholas Beatson		2023-06-01
IAN PAUL DUNK WHITE		2012-07-12
Jennifer Claire Miller		2020-06-01
Jonathan Paul Webb		2021-06-01
Mark James Crouch		2019-06-01
Mark Weaver		2023-06-01
Martin Davies		2024-06-01
Michael Peter Andrews		2023-06-01
ROBERT JOHN SESTON		
Stephen Cash		2019-10-02

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

England & Wales - Charity number 1014784

Accounts

REGISTERED COMPANY NUMBER: 02753420 (England and Wales)
REGISTERED CHARITY NUMBER: 1014784

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024
FOR
THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

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for the Year Ended 31 DECEMBER 2024**

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**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2024**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles incorporated 6 October 1992 and adopted 2 December 2020, the Charities Act 2011, the Companies Act 2006 and the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objects are to promote road safety for the benefit of the public by:

a) Improving the technical and general skill and knowledge of persons engaged in or intending to engage in work of traffic accident investigators or any related occupation concerned with road safety.

b) Improving the standards of safety of vehicles and roads of all kinds.

The trustees have paid due regard to the public benefit guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The organisation provides a forum for communication, education, representation and regulation in the field of traffic accident investigation by encouraging honesty and integrity among investigators. This is enforced through a disciplinary procedure, administered by a discipline panel, in order to ensure the highest levels of professionalism among the membership.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2024**

OBJECTIVES AND ACTIVITIES

Achievements and performance

2024 was another busy year for ITAI.

ITAI has continued to embrace online video conferencing (via Zoom) and conducts business as usual via this media. In fact, ITAI has continued to present various Zoom Webinars, which have proved to be well attended events, with a diverse range of themes and topics.

The following paragraphs are a snap shot of the continued work Council has maintained:

a. Council Members have been involved in a number of external activities with other organisations. We have continued to support the Parliament Advisory Committee for Transport Safety (PACTS) and have three members who serve on each of the three committees namely, i) Road User Behaviour Group, ii) Vehicle Design Group and iii) Road Environment Group.

We have also maintained close links with the European Association for Accident Research and Analysis (EVU).

b. We continue in our affiliation with Engineering Council and can now offer its membership a route for Professional Engineering Registration. This ranges from Chartered Engineer to Engineering Technician awards. All the information is updated on the ITAI web site.

c. We also now have had several applicants who have completed our Accreditation process for CPC ITAI. The Accreditation process (CPC) is for our full Members and allows them to demonstrate their own Continuing Professional Competency. Work continues in ensuring ITAI assessors are suitably qualified with training provided and ensuring that we have qualified Internal Quality Assurers (IQA) in post. We are also now completing a number of renewals of the CPC for those who have held the award from its inception.

d. We have held 4 Webinars on a variety of topics ranging from Fall Asleep crashes to EDR analysis, phone downloads and roll over tanker crashes. The attendees are not just from the UK but from around the world and registration ranged from 152 to up to 520 for these events. Attendance to the webinars is free and open to non-members.

e. The Crash Day event was held on 6 June 2024 at Darley Moor Motorcycle Road Race Club near Ashbourne. The event was well attended with 805 registrations. Crash testing included car to car, low vehicle impact crashes, and street furniture crashes which were conducted on behalf of Passive Safety.

f. We also assisted one of our members in funding research for project work relating to their final dissertation in the DMU degree course.

g. ITAI in conjunction with Dr Muttart presented the Advanced Analysis of Drivers' Responses course which was presented online via Zoom. The course was attended by Police Officers and Non-Police practitioners. There were 35 students in total, the course was also attended by 14 non - ITAI members.

h. Impact - One edition of our technical journal were published and distributed Worldwide during the year.

i. Contact newsletter has now been updated and revised with regular publication keeping Members informed of the work the Council is involved in.

All of these activities continue to provide education and support for the Accident Investigation and Reconstruction Community.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2024**

OBJECTIVES AND ACTIVITIES

Financial review

The charity trustees aim to have sufficient funds available to continue the charity for six months should funding sources cease to allow time to apply for further funding. Reserves above this amount are held to meet future conference expenses as expenditure is incurred prior to revenue being received from delegates.

The trustees are responsible for the management of the risks faced by the Institute. Detailed considerations of risk are delegated to the senior management team. Risks are identified and assessed, and controls established throughout the year. A formal review of the charity's risk management processes is undertaken on an annual basis. The key controls used by the charity include:

- Formal agendas for all committee and board activity;
- Comprehensive strategic planning, budgeting, management accounting and cash flow forecasting;
- Clear authorisation and approval levels.

Through the risk management processes established for the Institute, the trustees are satisfied that the major risks to which the Institute is exposed, as identified by the trustees, have been reviewed and systems or procedures have been established to manage those risks. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, the Memorandum and Articles of Association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

There are currently 13 members (trustees) (2023 - 13) each of whom agrees to contribute an amount not exceeding £1 in the event of the charity winding up.

Recruitment and appointment of new trustees

People who are interested in the charity are recruited by word of mouth or through other trustees. Their interest in the charity is discussed with them and existing trustees, and are appointed if deemed suitable.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02753420 (England and Wales)

Registered Charity number

1014784

Registered office

3 Doolittle Yard
Froghall Road
Amphill
Bedfordshire
MK45 2NW

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2024**

Trustees

Mr R Seston
Mr D Harris (resigned 1.6.24)
Mr I White
Mr R Wagstaff
Mr M Crouch
Ms J Miller
Mr S Cash
Mr J Webb
Mr D I Parry
Mr M P Andrews
Mr G N Beatson
Mr M Weaver
Mr P Moorcroft
Mr M Davies Police Officer (appointed 1.6.24)

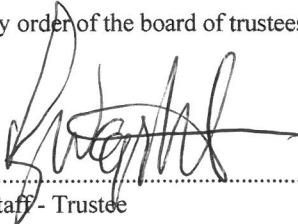
Company Secretary

Mr R Seston

Independent Examiner

GKP (Amphill) Limited
3 Doolittle Yard
Froghall Road
Amphill
Bedfordshire
MK45 2NW

Approved by order of the board of trustees on 6/6/25 and signed on its behalf by:



.....
Mr R Wagstaff - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

Independent examiner's report to the trustees of The Institute of Traffic Accident Investigators ('the Company')

I report to the charity trustees on my examination of the financial statements of the Company for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 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 in respect of the Company as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a true and fair view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Mrs K J Dyer FCCA

GKP (Amphill) Limited
3 Doolittle Yard
Froghall Road
Amphill
Bedfordshire
MK45 2NW

Date: 24 June 2025

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
for the Year Ended 31 DECEMBER 2024**

	Notes	2024 Unrestricted fund £	2023 Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities	3		
Charitable activities		93,791	102,720
Investment income	2	1,044	685
Total		94,835	103,405
 EXPENDITURE ON			
Charitable activities	4		
Charitable activities		96,305	95,984
NET INCOME/(EXPENDITURE)		(1,470)	7,421
 RECONCILIATION OF FUNDS			
Total funds brought forward		100,761	93,340
TOTAL FUNDS CARRIED FORWARD		99,291	100,761

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**BALANCE SHEET
31 DECEMBER 2024**

	Notes	2024 Unrestricted fund £	2023 Total funds £
CURRENT ASSETS			
Debtors	7	5,595	5,733
Cash at bank		110,478	110,944
		<hr/>	<hr/>
		116,073	116,677
CREDITORS			
Amounts falling due within one year	8	(16,782)	(15,916)
		<hr/>	<hr/>
NET CURRENT ASSETS		99,291	100,761
		<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES		99,291	100,761
		<hr/>	<hr/>
NET ASSETS		99,291	100,761
		<hr/> <hr/>	<hr/> <hr/>
FUNDS	9		
Unrestricted funds:			
General fund		99,291	100,761
		<hr/>	<hr/>
TOTAL FUNDS		99,291	100,761
		<hr/> <hr/>	<hr/> <hr/>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2024.

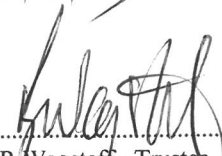
The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 6/6/25 and were signed on its behalf by:


.....
Mr R Wagstaff - Trustee

The notes form part of these financial statements

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2024**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and the Companies Act 2006.

The charity meets the definition of a public benefit entity under FRS102.

The presentation currency of the financial statements is in Pounds Sterling (£), which is the functional currency of the charity.

Company status

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

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	1,044	685

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2024**

3. INCOME FROM CHARITABLE ACTIVITIES

	2024 Charitable activities £	2023 Total activities £
Impact	1,895	3,274
Grade application	-	540
Conference fees	320	770
Sundry income	44	161
Events	65,462	70,199
Membership subscriptions	25,620	26,776
Advertising	450	1,000
	<u>93,791</u>	<u>102,720</u>

4. CHARITABLE ACTIVITIES COSTS

	2024 £	2023 £
Administration	6,202	6,192
Conference	-	615
Grade applications - training	936	200
Impact	2,573	5,604
Subscriptions	3,806	6,107
Education, training and events	76,687	65,678
Website	2,642	8,773
Sundry expenses	-	42
Bank charges	819	774
Legal fees	288	13
Accountancy / Independent examination	2,352	1,986
	<u>96,305</u>	<u>95,984</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2024 nor for the year ended 31 December 2023.

Trustees' expenses

Four trustees were re-imbursed a total of £3,066 travelling expenses (2023 - £1,454).

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2024**

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Charitable activities	
Charitable activities	102,720
Investment income	685
Total	<u>103,405</u>
 EXPENDITURE ON	
Charitable activities	
Charitable activities	<u>95,984</u>
 NET INCOME	 7,421
 RECONCILIATION OF FUNDS	
Total funds brought forward	93,340
 TOTAL FUNDS CARRIED FORWARD	 <u><u>100,761</u></u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade debtors	3,290	3,380
Prepayments and accrued income	2,305	2,353
	<u>5,595</u>	<u>5,733</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Deferred income	14,700	13,930
Accruals	2,082	1,986
	<u>16,782</u>	<u>15,916</u>

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2024**

9. MOVEMENT IN FUNDS

	At 1.1.24 £	Net movement in funds £	At 31.12.24 £
Unrestricted funds			
General fund	100,761	(1,470)	99,291
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>100,761</u>	<u>(1,470)</u>	<u>99,291</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	94,835	(96,305)	(1,470)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>94,835</u>	<u>(96,305)</u>	<u>(1,470)</u>

Comparatives for movement in funds

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	93,340	7,421	100,761
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>93,340</u>	<u>7,421</u>	<u>100,761</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	103,405	(95,984)	7,421
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>103,405</u>	<u>(95,984)</u>	<u>7,421</u>

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2024**

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.23 £	Net movement in funds £	At 31.12.24 £
Unrestricted funds			
General fund	93,340	5,951	99,291
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>93,340</u>	<u>5,951</u>	<u>99,291</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	198,240	(192,289)	5,951
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>198,240</u>	<u>(192,289)</u>	<u>5,951</u>

10. RELATED PARTY DISCLOSURES

There were no related party disclosures for the year ended 31 December 2024, except in relation to trustee's expenses re-imbursed, as detailed in note 5.

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

England & Wales - Charity number 1014784

Accounts

REGISTERED COMPANY NUMBER: 02753420 (England and Wales)
REGISTERED CHARITY NUMBER: 1014784

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**THE INSTITUTE OF TRAFFIC ACCIDENT
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for the Year Ended 31 DECEMBER 2023**

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**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

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OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objects are to promote road safety for the benefit of the public by:

- a) Improving the technical and general skill and knowledge of persons engaged in or intending to engage in work of traffic accident investigators or any related occupation concerned with road safety.
- b) Improving the standards of safety of vehicles and roads of all kinds.

The trustees have paid due regard to the public benefit guidance issued by the Charity Commission in deciding what activities the charity should undertake.

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**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

OBJECTIVES AND ACTIVITIES

Achievements and performance

2023 was a busy year and finally back to normality following the COVID pandemic.

ITAI has continued to embrace online video conferencing (Zoom) and conduct business as usual, via this media. In fact, ITAI has continued Zoom Webinars, which have proved to be well attended events, with a diverse range of themes and topics.

The following paragraphs are a snap shot of the continued work Council has undertaken:

a. ITAI Council Members have been involved in a number of external activities with other organisations. We have continued to support the Parliament Advisory Committee for Transport Safety (PACTS) and have three members who serve on each of the three committees namely, i) Road User Behaviour Group, ii) Vehicle Design Group and iii) Road Environment Group.

ITAI has also maintained close links with the European Association for Accident Research and Analysis (EVU).

b. ITAI was involved with the planning and support of WREX 2023, which was held in Orlando, USA between 17 April and 21 April 2023. A number of ITAI members were at the conference. In total there were 1,268 attendees, from 28 countries, with 22 Associations involved. ITAI's General Secretary was one of the 29 Planning Committee members for the event. The planning started pre-COVID in 2018.

c. ITAI continues in its affiliation with Engineering Council and can now offer its membership a route for Professional Engineering Registration. This ranges from Chartered Engineer to Engineering Technician awards. All the information is updated on the ITAI web site.

d. We also now have had several applicants who have completed our Accreditation process for CPC ITAI. The Accreditation process (CPC) is for our Members and allows them to demonstrate their own Continuing Professional Competency. Work continues in ensuring ITAI assessors are suitably qualified with training provided and ensuring that we have qualified Internal Quality Assurers (IQA) in post.

e. We have held 7 Webinars on a variety of topics ranging from Human Factors to Biofidelic Dummies. The attendees are not just from the UK but from around the world and registration ranged from 196 to up to 321 for these events.

f. The Crash Day event was held on 8 June 2023 at Darley Moor Motorcycle Road Race Club near Ashbourne. The event was well attended with 626 registrations. Crash testing included head on, an ambulance crash and street furniture crashes which were conducted on behalf of Passive Safety. ITAI assisted one of Webinar presenters Laura Wittkamp in cycle lane change research.

g. An on-line 5-day Video Analysis in Collision Reconstruction course was presented by FCIR Limited in March and October 2023, this was attended by a number of students from around the world.

h. ITAI in conjunction with Dr Muttart presented the Advanced Analysis of Drivers' Responses course. Dr Muttart could not attend in person, so the course was presented on line. The course was attended by Police Officers and Non-Police practitioners. There were 33 students in total, the course was also attended by 7 non - ITAI members.

i. Impact - Three editions of our technical journal were published and distributed Worldwide during the year.

j. Contact newsletter has now been updated and revised with regular publication keeping Members informed of the work the Council is involved in.

All of these activities continue to provide education and support for the Accident Investigation and Reconstruction Community.

**THE INSTITUTE OF TRAFFIC ACCIDENT
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**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023**

OBJECTIVES AND ACTIVITIES

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The charity trustees aim to have sufficient funds available to continue the charity for six months should funding sources cease to allow time to apply for further funding. Reserves above this amount are held to meet future conference expenses as expenditure is incurred prior to revenue being received from delegates.

The trustees are responsible for the management of the risks faced by the Institute. Detailed considerations of risk are delegated to the senior management team. Risks are identified and assessed, and controls established throughout the year. A formal review of the charity's risk management processes is undertaken on an annual basis. The key controls used by the charity include:

- Formal agendas for all committee and board activity;
- Comprehensive strategic planning, budgeting, management accounting and cash flow forecasting;
- Clear authorisation and approval levels.

Through the risk management processes established for the Institute, the trustees are satisfied that the major risks to which the Institute is exposed, as identified by the trustees, have been reviewed and systems or procedures have been established to manage those risks. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, the Memorandum and Articles of Association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

There are currently 13 members (trustees) (2022 - 11) each of whom agrees to contribute an amount not exceeding £1 in the event of the charity winding up.

Recruitment and appointment of new trustees

People who are interested in the charity are recruited by word of mouth or through other trustees. Their interest in the charity is discussed with them and existing trustees, and are appointed if deemed suitable.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02753420 (England and Wales)

Registered Charity number

1014784

Registered office

3 Doolittle Yard
Froghall Road
Amphill
Bedfordshire
MK45 2NW

THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)

REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2023

Trustees

Mr R Seston
Mr D Harris
Mr R Elliott (resigned 1.6.23)
Mr I White
Mr R Wagstaff
Mr J Keenan (resigned 1.6.23)
Mr M Crouch
Ms J Miller
Mr S Cash
Mr J Webb
Mr D I Parry
Mr M P Andrews (appointed 1.6.23)
Mr G N Beatson (appointed 1.6.23)
Mr M Weaver (appointed 1.6.23)
Mr P Moorcroft (appointed 1.6.23)

Company Secretary

Mr R Seston

Independent Examiner

GKP (Amphill) Limited
3 Doolittle Yard
Froghall Road
Amphill
Bedfordshire
MK45 2NW

Approved by order of the board of trustees on *9th May 2024* and signed on its behalf by:



.....
Mr R Wagstaff - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

Independent examiner's report to the trustees of The Institute of Traffic Accident Investigators ('the Company')

I report to the charity trustees on my examination of the financial statements of the Company for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 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 in respect of the Company as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a true and fair view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Mrs K J Dyer FCCA

GKP (Amphill) Limited
3 Doolittle Yard
Froghall Road
Amphill
Bedfordshire
MK45 2NW

Date: 16/5/2024

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
for the Year Ended 31 DECEMBER 2023**

	Notes	2023 Unrestricted fund £	2022 Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities	3		
Charitable activities		102,720	86,530
Investment income	2	685	65
Total		103,405	86,595
 EXPENDITURE ON			
Charitable activities	4		
Charitable activities		95,984	82,280
 NET INCOME		7,421	4,315
 RECONCILIATION OF FUNDS			
Total funds brought forward		93,340	89,025
 TOTAL FUNDS CARRIED FORWARD		100,761	93,340

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**BALANCE SHEET
31 DECEMBER 2023**

	Notes	2023 Unrestricted fund £	2022 Total funds £
CURRENT ASSETS			
Debtors	7	5,733	6,803
Cash at bank		110,944	105,357
		<u>116,677</u>	<u>112,160</u>
CREDITORS			
Amounts falling due within one year	8	(15,916)	(18,820)
NET CURRENT ASSETS			
		<u>100,761</u>	<u>93,340</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		100,761	93,340
NET ASSETS			
		<u>100,761</u>	<u>93,340</u>
FUNDS			
Unrestricted funds:	9		
General fund		100,761	93,340
TOTAL FUNDS			
		<u>100,761</u>	<u>93,340</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 9th May 2024 and were signed on its behalf by:

.....
Mr R Wagstaff - Trustee

The notes form part of these financial statements

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2023**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019) and the Companies Act 2006.

The Trustees have considered the impact of the uncertainties of the global health crisis COVID-19 on the charity. Contingency plans have been put in place in order to mitigate the negative effects of any period of interrupted services. Accordingly the trustees continue to adopt the going concern basis in preparing the financial statements.

The charity meets the definition of a public benefit entity under FRS102.

The presentation currency of the financial statements is in Pounds Sterling (£), which is the functional currency of the charity.

Company status

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

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

2. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	685	65
	<u>685</u>	<u>65</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	2023	2022
	Charitable activities	Total activities
	£	£
Impact	3,274	2,492
Grade application	540	240
Conference fees	770	370
Sundry income	161	178
Events	70,199	56,355
Membership subscriptions	26,776	25,495
Advertising	1,000	1,400
	<u>102,720</u>	<u>86,530</u>

4. CHARITABLE ACTIVITIES COSTS

	2022	2022
	£	£
Administration	6,192	6,330
Conference	615	-
Grade applications - training	200	668
Impact	5,604	3,663
Subscriptions	6,107	4,490
Education, training and events	65,678	62,828
Website	8,773	1,450
Sundry expenses	42	93
Bank charges	774	520
Legal fees	13	48
Accountancy / Independent examination	1,986	2,190
	<u>95,984</u>	<u>82,280</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

5. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

Five trustees were re-imbursed a total of £1,454 travelling expenses (2022 - £1,358).

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Charitable activities	
Charitable activities	86,530
Investment income	65
Total	<u>86,595</u>
 EXPENDITURE ON	
Charitable activities	
Charitable activities	<u>82,280</u>
 NET INCOME	 4,315
 RECONCILIATION OF FUNDS	
Total funds brought forward	89,025
 TOTAL FUNDS CARRIED FORWARD	 <u><u>93,340</u></u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade debtors	3,380	4,880
Prepayments and accrued income	<u>2,353</u>	<u>1,923</u>
	<u><u>5,733</u></u>	<u><u>6,803</u></u>

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Deferred income	13,930	16,930
Accruals	1,986	1,890
	<u>15,916</u>	<u>18,820</u>

9. MOVEMENT IN FUNDS

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	93,340	7,421	100,761
	<u>93,340</u>	<u>7,421</u>	<u>100,761</u>
TOTAL FUNDS	<u>93,340</u>	<u>7,421</u>	<u>100,761</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	103,405	(95,984)	7,421
	<u>103,405</u>	<u>(95,984)</u>	<u>7,421</u>
TOTAL FUNDS	<u>103,405</u>	<u>(95,984)</u>	<u>7,421</u>

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	89,025	4,315	93,340
	<u>89,025</u>	<u>4,315</u>	<u>93,340</u>
TOTAL FUNDS	<u>89,025</u>	<u>4,315</u>	<u>93,340</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	86,595	(82,280)	4,315
	<u>86,595</u>	<u>(82,280)</u>	<u>4,315</u>
TOTAL FUNDS	<u>86,595</u>	<u>(82,280)</u>	<u>4,315</u>

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2023**

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.22 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	89,025	11,736	100,761
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>89,025</u>	<u>11,736</u>	<u>100,761</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	190,000	(178,264)	11,736
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>190,000</u>	<u>(178,264)</u>	<u>11,736</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

England & Wales - Charity number 1014784

Accounts

REGISTERED COMPANY NUMBER: 02753420 (England and Wales)
REGISTERED CHARITY NUMBER: 1014784

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022
FOR
THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2022**

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**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles incorporated 6 October 1992 and adopted 2 December 2020, the Charities Act 2011, the Companies Act 2006 and the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objects are to promote road safety for the benefit of the public by:

- a) Improving the technical and general skill and knowledge of persons engaged in or intending to engage in work of traffic accident investigators or any related occupation concerned with road safety.
- b) Improving the standards of safety of vehicles and roads of all kinds.

The trustees have paid due regard to the public benefit guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The organisation provides a forum for communication, education, representation and regulation in the field of traffic accident investigation by encouraging honesty and integrity among investigators. This is enforced through a disciplinary procedure, administered by a discipline panel, in order to ensure the highest levels of professionalism among the membership.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2022**

OBJECTIVES AND ACTIVITIES

Achievements and performance

The year 2022 saw some normality return post COVID. The impact of COVID cannot be underestimated and as such the use of the internet for online meetings has been a significant change to our working practices. ITAI has embraced this with all Council meetings held on "Zoom".

The following paragraphs are a snap shot of the continued work Council has undertaken:

a. ITAI Council Members have been involved in a number of external activities with other organisations. We have continued to support the Parliament Advisory Committee for Transport Safety (PACTS) and have three members who serve on each of the three committees namely, i) Road User Behaviour Group, ii) Vehicle Design Group and iii) Road Environment Group.

ITAI has also maintained close links with the European Association for Accident Research and Analysis (EVU).

ITAI is involved with the planning and support of WREX 2023.

b. ITAI continues in its affiliation with Engineering Council and can now offer its membership a route for Professional Engineering Registration. This ranges from Chartered Engineer to Engineering Technician awards. All the information is updated on the ITAI web site.

c. ITAI has also been working towards rolling out our Accreditation process for its Members, a lot of work has been completed in ensuring ITAI Assessors are suitably qualified with training provided and also ensuring that we have qualified Internal Quality Assurers (IQA) in post. The Accreditation process is for our Members as individuals and will consist of or complement a member's desire to become a full Member (MITAI). The process also now allows existing Members to demonstrate their own continued professional competency. To date there are 14 Members who have passed the process with 8 pending.

d. ITAI has embraced the changes to working on-line by arranging 1-hour webinars using the "Zoom" internet platform. The registration figures have proved to be significant for the events ranging from 114 to 325 delegates. The topics have been diverse from Human Factors, GNSS, automated vehicles to E-scooters. There have been 8 webinars throughout the year.

e. Working with FCIR, ITAI arranged a 5-day course entitled "Video Analysis in Collision Reconstruction" in March 2022. The course was presented on the "Zoom" platform and had delegates from around the world, including Australia and Singapore.

f. June 2022 saw the return of the ITAI Crash Day which was held at Darley Moor Motorcycle Road Race Club near Ashbourne, Derbyshire. The event registration saw 495 attendees. The event was a success with bespoke crash events held for the Metropolitan Police and London Ambulance Service. The crash event also introduced our first head-on remote-controlled crashes with two moving vehicles (previously, one vehicle has always been static) which were more complicated to undertake. This year also saw the first pole crash demonstrations.

g. July saw the return of the "Advanced Analysis of Drivers Responses" 5-day course presented by Dr. Muttart. The in-person event was due to be held at Lancashire Police HQ but due to operational contingencies, the venue was transferred to Preston Grasshoppers Rugby Club. There were 35 delegates with 12 "Zoom" participants again from as far as Australia.

h. Impact - Three editions of our technical journal were published and distributed Worldwide during the year. The magazine is shared with EVU and CATAIR.

i. Contact newsletter has now been updated and revised with regular on-line and e-mail publications keeping Members informed of the events and strategies planned by the Council of management, together with informative articles and developments in the industry.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2022**

OBJECTIVES AND ACTIVITIES

Achievements and performance (continued)

All of these activities continue to provide education and support for the Accident Investigation and Reconstruction Community. In turn, this will provide more learned analysis into the causation of road traffic accidents, thereby enabling our experts to support the judiciary to apply more equitable judgements and settlement.

Financial review

The charity trustees aim to have sufficient funds available to continue the charity for six months should funding sources cease to allow time to apply for further funding. Reserves above this amount are held to meet future conference expenses as expenditure is incurred prior to revenue being received from delegates.

The trustees are responsible for the management of the risks faced by the Institute. Detailed considerations of risk are delegated to the senior management team. Risks are identified and assessed, and controls established throughout the year. A formal review of the charity's risk management processes is undertaken on an annual basis. The key controls used by the charity include:

- Formal agendas for all committee and board activity;
- Comprehensive strategic planning, budgeting, management accounting and cash flow forecasting;
- Clear authorisation and approval levels.

Through the risk management processes established for the Institute, the trustees are satisfied that the major risks to which the Institute is exposed, as identified by the trustees, have been reviewed and systems or procedures have been established to manage those risks. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, the Memorandum and Articles of Association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

There are currently 11 members (trustees) (2020 - 11) each of whom agrees to contribute an amount not exceeding £1 in the event of the charity winding up.

Recruitment and appointment of new trustees

People who are interested in the charity are recruited by word of mouth or through other trustees. Their interest in the charity is discussed with them and existing trustees, and are appointed if deemed suitable.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02753420 (England and Wales)

Registered Charity number

1014784

Registered office

1st Floor
5 Doolittle Yard
Froghall Road
Amphill
Bedfordshire
MK45 2NW

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2022**

Trustees

Mr R Seston
Mr J Stubbs (resigned 1.6.22)
Mr D Harris
Mr R Elliott
Mr I White
Mr R Wagstaff
Mr J Keenan
Mr M Crouch
Ms J Miller
Mr S Cash
Mr J Webb
Mr D I Parry (appointed 1.6.22)

Company Secretary

Mr R Seston

Independent Examiner

GKP (Amphill) Limited
First Floor
5 Doolittle Yard
Froghall Road
Amphill
Bedfordshire
MK45 2NW

Approved by order of the board of trustees on 2/6/2023 and signed on its behalf by:


.....
Mr R Wagstaff - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

Independent examiner's report to the trustees of The Institute of Traffic Accident Investigators ('the Company')

I report to the charity trustees on my examination of the financial statements of the Company for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

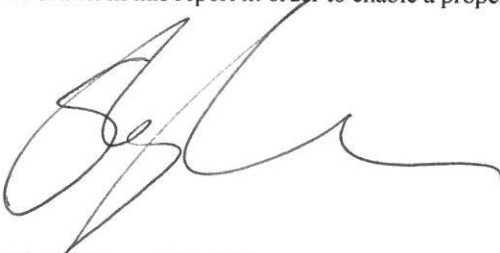
Having satisfied myself that the financial statements of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 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 in respect of the Company as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a true and fair view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Mr S R Mason BSc FCA
GKP (Amphill) Limited
First Floor
5 Doolittle Yard
Froghall Road
Amphill
Bedfordshire
MK45 2NW

Date: 09/06/2022

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
for the Year Ended 31 DECEMBER 2022**

	Notes	2022 Unrestricted fund £	2021 Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities	3		
Charitable activities		86,530	35,207
Investment income	2	65	7
Total		<u>86,595</u>	<u>35,214</u>
 EXPENDITURE ON			
Charitable activities	4		
Charitable activities		<u>82,280</u>	<u>50,792</u>
NET INCOME/(EXPENDITURE)		4,315	(15,578)
 RECONCILIATION OF FUNDS			
Total funds brought forward		89,025	104,603
TOTAL FUNDS CARRIED FORWARD		<u><u>93,340</u></u>	<u><u>89,025</u></u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**BALANCE SHEET
31 DECEMBER 2022**

	Notes	2022 Unrestricted fund £	2021 Total funds £
CURRENT ASSETS			
Debtors	7	6,803	7,579
Cash at bank		105,357	98,356
		<u>112,160</u>	<u>105,935</u>
CREDITORS			
Amounts falling due within one year	8	(18,820)	(16,910)
		<u>93,340</u>	<u>89,025</u>
NET CURRENT ASSETS			
		<u>93,340</u>	<u>89,025</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>93,340</u>	<u>89,025</u>
NET ASSETS			
		<u>93,340</u>	<u>89,025</u>
FUNDS			
Unrestricted funds:	9		
General fund		<u>93,340</u>	<u>89,025</u>
TOTAL FUNDS			
		<u>93,340</u>	<u>89,025</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2022.


The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 02/10/2023 and were signed on its behalf by:



.....
Mr R Wagstaff - Trustee

The notes form part of these financial statements

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2022**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019) and the Companies Act 2006.

The Trustees have considered the impact of the uncertainties of the global health crisis COVID-19 on the charity. Contingency plans have been put in place in order to mitigate the negative effects of any period of interrupted services. Accordingly the trustees continue to adopt the going concern basis in preparing the financial statements.

The charity meets the definition of a public benefit entity under FRS102.

The presentation currency of the financial statements is in Pounds Sterling (£), which is the functional currency of the charity.

Company status

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

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2022**

2. INVESTMENT INCOME		
	2022	2021
	£	£
Deposit account interest	65	7
	<u>65</u>	<u>7</u>
3. INCOME FROM CHARITABLE ACTIVITIES		
	2022	2021
	Charitable	Total
	activities	activities
	£	£
Impact	2,492	2,769
Grade application	240	600
Conference fees	370	300
Sundry income	178	107
Events	56,355	6,370
Membership subscriptions	25,495	24,811
Advertising	1,400	250
	<u>86,530</u>	<u>35,207</u>
4. CHARITABLE ACTIVITIES COSTS		
	2022	2021
	£	£
Administration	6,330	5,921
Conference	-	2,238
Grade applications - training	668	1,712
Impact	3,663	3,799
Contact	-	2,246
Membership	-	235
Subscriptions	4,490	5,171
Education, training and events	62,828	21,793
Website	1,450	3,323
Sundry expenses	93	2,509
Bank charges	520	392
Legal fees	48	13
Accountancy / Independent examination	2,190	1,440
	<u>82,280</u>	<u>50,792</u>
5. TRUSTEES' REMUNERATION AND BENEFITS		

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2022**

5. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

Five trustees were re-imbursed a total of £1,358 travelling expenses (2021 - £638).

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Charitable activities	
Charitable activities	35,207
Investment income	7
Total	<u>35,214</u>
 EXPENDITURE ON	
Charitable activities	
Charitable activities	<u>50,792</u>
 NET INCOME/(EXPENDITURE)	 (15,578)
 RECONCILIATION OF FUNDS	
Total funds brought forward	104,603
 TOTAL FUNDS CARRIED FORWARD	 <u><u>89,025</u></u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade debtors	4,880	4,964
Prepayments and accrued income	1,923	2,615
	<u>6,803</u>	<u>7,579</u>

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2022**

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Deferred income	16,930	15,410
Accruals	1,890	1,500
	<u>18,820</u>	<u>16,910</u>

9. MOVEMENT IN FUNDS

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	89,025	4,315	93,340
	<u>89,025</u>	<u>4,315</u>	<u>93,340</u>
TOTAL FUNDS	<u>89,025</u>	<u>4,315</u>	<u>93,340</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	86,595	(82,280)	4,315
	<u>86,595</u>	<u>(82,280)</u>	<u>4,315</u>
TOTAL FUNDS	<u>86,595</u>	<u>(82,280)</u>	<u>4,315</u>

Comparatives for movement in funds

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	104,603	(15,578)	89,025
	<u>104,603</u>	<u>(15,578)</u>	<u>89,025</u>
TOTAL FUNDS	<u>104,603</u>	<u>(15,578)</u>	<u>89,025</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	35,214	(50,792)	(15,578)
	<u>35,214</u>	<u>(50,792)</u>	<u>(15,578)</u>
TOTAL FUNDS	<u>35,214</u>	<u>(50,792)</u>	<u>(15,578)</u>

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2022**

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.21 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	104,603	(11,263)	93,340
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>104,603</u>	<u>(11,263)</u>	<u>93,340</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	121,809	(133,072)	(11,263)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>121,809</u>	<u>(133,072)</u>	<u>(11,263)</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2022.

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

England & Wales - Charity number 1014784

Accounts

REGISTERED COMPANY NUMBER: 02753420 (England and Wales)
REGISTERED CHARITY NUMBER: 1014784

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021
FOR
THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

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for the Year Ended 31 DECEMBER 2021**

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**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles incorporated 6 October 1992 and adopted 2 December 2020, the Charities Act 2011, the Companies Act 2006 and the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objects are to promote road safety for the benefit of the public by:

- a) Improving the technical and general skill and knowledge of persons engaged in or intending to engage in work of traffic accident investigators or any related occupation concerned with road safety.
- b) Improving the standards of safety of vehicles and roads of all kinds.

The trustees have paid due regard to the public benefit guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The organisation provides a forum for communication, education, representation and regulation in the field of traffic accident investigation by encouraging honesty and integrity among investigators. This is enforced through a disciplinary procedure, administered by a discipline panel, in order to ensure the highest levels of professionalism among the membership.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2021**

OBJECTIVES AND ACTIVITIES

Achievements and performance

The year 2021 will again be remembered as an extremely difficult year due to the unforeseen impact and subsequent changes that COVID has continued to have on the population of the United Kingdom and that of the World. The lockdown restrictions and work from home policies have continued to create enormous difficulties not only in our industry but for the whole of the UK.

Many areas of the Industry have had to reinvent how to conduct face to face meetings many of which are now routinely held as on-line video conference calls. ITAI has embraced this technology and has continued to conduct business as usual, via the same media.

The following paragraphs are a snap shot of the continued work Council has maintained:

a. ITAI Council Members have been involved in a number of external activities with other organisations. We have continued to support the Parliament Advisory Committee for Transport Safety (PACTS) and have three members who serve on each of the three committees namely, a) Road User Behaviour Group, b) Vehicle Design Group and c) Road Environment Group.

ITAI has also maintained close links with the European Association for Accident Research and Analysis (EVU).

ITAI is involved with the planning and support of WREX 2023.

b. ITAI has become affiliated with Engineering Council and can now offer its membership a route for Professional Engineering Registration. This ranges from Chartered Engineer to Engineering Technician awards. All the information is loaded onto the web site.

c. ITAI has also been working towards rolling out our Accreditation process for its Members, a lot of work has been completed around ensuring ITAI assessors are suitably qualified with training provided and also ensuring that we have qualified Internal Quality Assurers (IQA) in post. The Accreditation process is for our Members as individuals and will consist or complement a member's desire to become a full Member [MITAI]. The process also now allows existing Members to demonstrate their own continued professional competency.

d. ITAI has held a 3 day "zoom" course - Practical use of the IDRR program presented by DR Muttart.

e. ITAI has held a 5 day "zoom" course - Biomechanics in Accident Reconstruction presented by Greg Sullenberger and Jeffrey Pike.

f. The planned Crash Day event which was to be held at Darley Moor Motorcycle Road Race Club near Ashbourne has again suffered due to COVID restrictions. The event has been postponed and will go ahead in the future.

g. Impact - Three editions of our technical journal were published and distributed Worldwide during the year.

h. Contact newsletter has now been updated and revised with regular publication keeping Members informed of the work the Council is working on.

All of these activities continue to provide education and support for the Accident Investigation and Reconstruction Community. In turn, this will provide more learned analysis into the causation of road traffic accidents, thereby enabling our expert to support the judiciary to apply more equitable judgements and settlement.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2021**

OBJECTIVES AND ACTIVITIES

Financial review

The charity trustees aim to have sufficient funds available to continue the charity for six months should funding sources cease to allow time to apply for further funding. Reserves above this amount are held to meet future conference expenses as expenditure is incurred prior to revenue being received from delegates.

The trustees are responsible for the management of the risks faced by the Institute. Detailed considerations of risk are delegated to the senior management team. Risks are identified and assessed, and controls established throughout the year. A formal review of the charity's risk management processes is undertaken on an annual basis. The key controls used by the charity include:

- Formal agendas for all committee and board activity;
- Comprehensive strategic planning, budgeting, management accounting and cash flow forecasting;
- Clear authorisation and approval levels.

Through the risk management processes established for the Institute, the trustees are satisfied that the major risks to which the Institute is exposed, as identified by the trustees, have been reviewed and systems or procedures have been established to manage those risks. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, the Memorandum and Articles of Association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

There are currently 11 members (trustees) (2020 - 11) each of whom agrees to contribute an amount not exceeding £1 in the event of the charity winding up.

Recruitment and appointment of new trustees

People who are interested in the charity are recruited by word of mouth or through other trustees. Their interest in the charity is discussed with them and existing trustees, and are appointed if deemed suitable.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02753420 (England and Wales)

Registered Charity number

1014784

Registered office

1st Floor
5 Doolittle Yard
Froghall Road
Amptill
Bedfordshire
MK45 2NW

THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)

REPORT OF THE TRUSTEES
for the Year Ended 31 DECEMBER 2021

Trustees

Mr R Seston
Mr J Stubbs
Mr D Harris
Mr R Elliott
Mr I White
Mr R Wagstaff
Mr J Keenan
Mr M Crouch
Ms J Miller
Mr A Winter (resigned 1.6.21)
Mr S Cash
Mr J Webb (appointed 1.6.21)


Company Secretary

Mr R Seston

Independent Examiner

GKP (Amphill) Limited
First Floor
5 Doolittle Yard
Froghall Road
Amphill
Bedfordshire
MK45 2NW

Approved by order of the board of trustees on and signed on its behalf by:


.....
Mr R Wagstaff - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

Independent examiner's report to the trustees of The Institute of Traffic Accident Investigators ('the Company')

I report to the charity trustees on my examination of the financial statements of the Company for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 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 in respect of the Company as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a true and fair view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Mr S R Mason BSc FCA
GKP (Amphill) Limited
First Floor
5 Doolittle Yard
Froghall Road
Amphill
Bedfordshire
MK45 2NW

Date: 20/06/2022

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
for the Year Ended 31 DECEMBER 2021**

	Notes	2021 Unrestricted fund £	2020 Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities	3		
Charitable activities		35,207	78,918
Investment income	2	7	107
Total		35,214	79,025
 EXPENDITURE ON			
Charitable activities	4		
Charitable activities		50,792	50,336
NET INCOME/(EXPENDITURE)		(15,578)	28,689
 RECONCILIATION OF FUNDS			
Total funds brought forward		104,603	75,914
TOTAL FUNDS CARRIED FORWARD		89,025	104,603

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS (REGISTERED NUMBER: 02753420)**

**BALANCE SHEET
31 DECEMBER 2021**

	Notes	2021 Unrestricted fund £	2020 Total funds £
CURRENT ASSETS			
Debtors	7	7,579	16,807
Cash at bank		98,356	104,677
		105,935	121,484
CREDITORS			
Amounts falling due within one year	8	(16,910)	(16,881)
NET CURRENT ASSETS			
		89,025	104,603
TOTAL ASSETS LESS CURRENT LIABILITIES			
		89,025	104,603
NET ASSETS			
		89,025	104,603
FUNDS			
Unrestricted funds:	9		
General fund		89,025	104,603
TOTAL FUNDS			
		89,025	104,603

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:



 Mr R Wagstaff Trustee

The notes form part of these financial statements

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS
for the Year Ended 31 DECEMBER 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019) and the Companies Act 2006.

The Trustees have considered the impact of the uncertainties of the global health crisis COVID-19 on the charity. Contingency plans have been put in place in order to mitigate the negative effects of any period of interrupted services. Accordingly the trustees continue to adopt the going concern basis in preparing the financial statements.

The charity meets the definition of a public benefit entity under FRS102.

The presentation currency of the financial statements is in Pounds Sterling (£), which is the functional currency of the charity.

Company status

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

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2021**

2. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	7	107
	<u>7</u>	<u>107</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	2021	2020
	Charitable activities	Total activities
	£	£
Impact	2,769	4,779
Grade application	600	900
Conference fees	300	80
Sundry income	107	125
Events	6,370	44,067
Membership subscriptions	24,811	26,967
Advertising	250	2,000
	<u>35,207</u>	<u>78,918</u>

4. CHARITABLE ACTIVITIES COSTS

	2021	2020
	£	£
Administration	5,921	5,733
Conference	2,238	-
Council	-	1,082
Grade applications - training	1,712	4,096
Impact	3,799	4,750
Contact	2,246	-
Membership	235	80
Subscriptions	5,171	6,016
Education, training and events	21,793	23,273
Website	3,323	520
Sundry expenses	2,509	83
Bank charges	392	383
Legal fees	13	2,928
Accountancy	1,440	1,392
	<u>50,792</u>	<u>50,336</u>

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2021**

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

Three trustees were re-imbursed a total of £638 travelling expenses (2020 - £1,568).

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Charitable activities	
Charitable activities	78,918
Investment income	107
Total	79,025
 EXPENDITURE ON	
Charitable activities	
Charitable activities	50,336
NET INCOME	28,689
 RECONCILIATION OF FUNDS	
Total funds brought forward	75,914
TOTAL FUNDS CARRIED FORWARD	104,603

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade debtors	4,964	10,771
Prepayments and accrued income	2,615	6,036
	7,579	16,807
	7,579	16,807

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2021**

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Other creditors	-	13
Deferred income	15,410	15,368
Accruals	1,500	1,500
	<u>16,910</u>	<u>16,881</u>

9. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	104,603	(15,578)	89,025
TOTAL FUNDS	<u>104,603</u>	<u>(15,578)</u>	<u>89,025</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	35,214	(50,792)	(15,578)
TOTAL FUNDS	<u>35,214</u>	<u>(50,792)</u>	<u>(15,578)</u>

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	75,914	28,689	104,603
TOTAL FUNDS	<u>75,914</u>	<u>28,689</u>	<u>104,603</u>

**THE INSTITUTE OF TRAFFIC ACCIDENT
INVESTIGATORS**

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 DECEMBER 2021**

9. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	79,025	(50,336)	28,689
TOTAL FUNDS	<u>79,025</u>	<u>(50,336)</u>	<u>28,689</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.20 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	75,914	13,111	89,025
TOTAL FUNDS	<u>75,914</u>	<u>13,111</u>	<u>89,025</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	114,239	(101,128)	13,111
TOTAL FUNDS	<u>114,239</u>	<u>(101,128)</u>	<u>13,111</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

England & Wales - Charity number 1014784

Accounts

Charity Registration No. 1014784

Company Registration No. 2753420 (England and Wales)

**THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr R Seston Mr J Stubbs Mr D Harris Mr R Elliott Mr I White Mr R Wagstaff Mr J Keenan Mr M Crouch Ms J Miller (Appointed 1 June 2020) Mr A Winter (Appointed 1 June 2020) Mr S Cash
Secretary	Mr R Seston
Charity number	1014784
Company number	2753420
Registered office	Column House London Road Shrewsbury Shropshire SY2 6NN
Independent examiner	Azets Audit Services 5 - 7 Beatrice Street Oswestry Shropshire SY11 1QE

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

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THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees present their report and financial statements for the year ended 31 December 2020.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles incorporated 6th October 1992 and adopted 8th December 2011, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)"

Objectives and activities

The charity's objects are to promote road safety for the benefit of the public by:

- a) Improving the technical and general skill and knowledge of persons engaged in or intending to engage in work of traffic accident investigators or any related occupation concerned with road safety.
- b) Improving the standards of safety of vehicles and roads of all kinds.

The trustees have paid due regard to the public benefit guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The organisation provides a forum for communication, education, representation and regulation in the field of traffic accident investigation by encouraging honesty and integrity among investigators. This is enforced through a disciplinary procedure, administered by a discipline panel, in order to ensure the highest levels of professionalism among the membership.

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Achievements and performance

The year 2020 will be remembered as an extremely difficult year due to the unforeseen impact and subsequent changes that COVID has had on the population of the United Kingdom and that of the World. The lockdown restrictions and work from home policies have created enormous difficulties not only in our Industry but for the whole of the UK.

Many areas of the Industry have had to reinvent how to conduct face to face meetings many of which are now routinely held as on-line video conference calls. ITAI has embraced this technology and has continued to conduct business as usual, via the same media.

The following paragraphs are a snap shot of the continued work Council has maintained.

- a. ITAI Council Members have been involved in a number of external activities with other organisations. We have continued to support the Parliament Advisory Committee for Transport Safety (PACTS) and have three members who serve on each of the three committees namely, a) Road User Behaviour Group, b) Vehicle Design Group and c) Road Environment Group.

ITAI has also maintained close links with the European Association for Accident Research and Analysis (EVU), the EVU Conference which was to be held in Israel has been postponed due to COVID.

ITAI is involved with the planning and support of WREX 2023.

- b. ITAI has become affiliated with Engineering Council and can now offer its membership a route for Professional Engineering Registration. This ranges from Chartered Engineer to Engineering Technician awards. All the information is loaded onto the web site.
- c. ITAI has also been working towards rolling out our Accreditation process for its Members, a lot of work has been completed around ensuring ITAI assessors are suitably qualified with training provided and also ensuring that we have qualified Internal Quality Assurers (IQA) in post. The Accreditation process is for our Members as individuals and will consist or complement a member's desire to become a full Member [MITAI]. The process also now allows existing Members to demonstrate their own continued professional competency.
- d. ITAI, in conjunction with Dr Jeffrey W Muttart, presented a second 5-day training course in Advanced Analysis of Drivers' Responses which was open to Members and Non-members. The course was originally planned for March 2020 but due to the COVID lockdown, Dr Muttart was not allowed to fly into the UK. The Course was postponed and eventually delivered via Zoom Webinar. This course was attended by 37 delegates, with a broad spectrum of Police, Independent Investigators from the industry and there were also a number of international delegates from the Netherlands and New Zealand.
- e. The planned Crash Day event which was to be held at Darley Moor Motorcycle Road Race Club near Ashbourne has again suffered due to COVID restrictions. The event has been postponed and will go ahead in the future.
- f. Impact - Three editions of our technical journal were published and distributed Worldwide during the year.
- g. Contact newsletter has now been updated and revised with regular publication keeping Members informed of the work the Council is working on.

All of these activities continue to provide education and support for the Accident Investigation and Reconstruction Community. In turn, this will provide more learned analysis into the causation of road traffic accidents, thereby enabling our expert to support the judiciary to apply more equitable judgements and settlements.

Financial review

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

The charity trustees aim to have sufficient funds available to continue the charity for six months should funding sources cease to allow time to apply for further funding. Reserves above this amount are held to meet future conference expenses as expenditure is incurred prior to revenue being received from delegates.

The trustees are responsible for the management of the risks faced by the Institute. Detailed considerations of risk are delegated to the senior management team. Risks are identified and assessed, and controls established throughout the year. A formal review of the Charity's risk management processes is undertaken on an annual basis. The key controls used by the Charity include:

- Formal agendas for all Committee and Board activity;
- Comprehensive strategic planning, budgeting, management accounting and cash flow forecasting;
- Clear authorisation and approval levels.

Through the risk management processes established for the Institute, the Trustees are satisfied that the major risks to which the Institute is exposed, as identified by the Trustees, have been reviewed and systems or procedures have been established to manage those risks. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

Structure, governance and management

The charity is a company limited by guarantee.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr R Seston

Mr J Stubbs

Mr D Harris

Mr R Elliott

Mr I White

Mr R Auty

(Resigned 7 January 2020)

Mr R Wagstaff

Mr J Keenan

Mr M Crouch

Ms J Miller

(Appointed 1 June 2020)


Mr A Winter

(Appointed 1 June 2020)

Mr S Cash

People who are interested in the charity are recruited by word of mouth or through other trustees. Their interest in the charity is discussed with them and existing trustees, and are appointed if deemed suitable.

The trustees' report was approved by the Board of Trustees.

.....

Mr R Wagstaff

Trustee

Dated: 17/7/2021.

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

I report to the trustees on my examination of the financial statements of The Institute of Traffic Accident Investigators (the charity) for the year ended 31 December 2020.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



Jonathan Ollier FCA
Azets Audit Services

5 - 7 Beatrice Street
Oswestry
Shropshire
SY11 1QE

Dated: 16th August 2021

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted funds 2020 £	Unrestricted funds 2019 £
<u>Income from:</u>			
Charitable activities	3	78,918	148,070
Other trading activities	4	107	282
Total income		<u>79,025</u>	<u>148,352</u>
<u>Expenditure on:</u>			
Charitable activities	5	<u>50,336</u>	<u>150,444</u>
Net income/(expenditure) for the year/ Net movement in funds		28,689	(2,092)
Fund balances at 1 January 2020		<u>75,914</u>	<u>78,006</u>
Fund balances at 31 December 2020		<u><u>104,603</u></u>	<u><u>75,914</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
Current assets					
Debtors	8	16,807		13,596	
Cash at bank and in hand		104,677		97,667	
		<u>121,484</u>		<u>111,263</u>	
Creditors: amounts falling due within one year	9	(16,881)		(35,349)	
Net current assets			<u>104,603</u>		<u>75,914</u>
Income funds					
Unrestricted funds			104,603		75,914
			<u>104,603</u>		<u>75,914</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2020.

The directors acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

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

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

The financial statements were approved by the Trustees on 17.07.21

.....
Mr R Wagstaff
Trustee



Company Registration No. 2753420

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1 Accounting policies

Charity information

The Institute of Traffic Accident Investigators is a private company limited by guarantee incorporated in England and Wales. The registered office is Column House, London Road, Shrewsbury, Shropshire, SY2 6NN.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

5 Charitable activities

	Charitable activities 2020 £	Charitable activities 2019 £
Administration	5,733	12,483
Conference	-	109
Council	1,082	3,444
Grade applications - training	4,096	-
Impact	4,750	7,104
Membership	80	25
Subscriptions	6,016	1,493
Education, training and events	23,273	117,735
Website	520	440
Sundry expenses	83	853
Bank charges	383	434
Other charitable expenditure	4,320	6,324
	<u>50,336</u>	<u>150,444</u>
	<u>50,336</u>	<u>150,444</u>

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but 2 of them were reimbursed a total of £1,568 travelling expenses (2019 - 10 were reimbursed £2,425).

7 Employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
Total	-	-

There were no employees who received total employee benefits (excluding employer pension costs) of more than £60,000.

THE INSTITUTE OF TRAFFIC ACCIDENT INVESTIGATORS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

8 Debtors

	2020	2019
	£	£
Amounts falling due within one year:		
Trade debtors	10,771	10,100
Prepayments and accrued income	6,036	3,496
	<u>16,807</u>	<u>13,596</u>

9 Creditors: amounts falling due within one year

	Notes	2020	2019
		£	£
Deferred income	10	15,368	33,921
Other creditors		13	-
Accruals		1,500	1,428
		<u>16,881</u>	<u>35,349</u>

10 Deferred income

	2020	2019
	£	£
Arising from Prepaid subscriptions and course fees	15,368	33,921
	<u>15,368</u>	<u>33,921</u>

Deferred income is included in the financial statements as follows:

	2020	2019
	£	£
Current liabilities	15,368	33,921
	<u>15,368</u>	<u>33,921</u>

11 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).