



ANNUAL REPORT
2023
2024



Registered Company Number: 03253764 (England and Wales)
Registered Charity Number: 1058262

Report of the Trustees and financial statements for the year ended 31 March 2024

**For
The CHIRP Charitable Trust
(a company limited by guarantee)**

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The CHIRP Charitable Trust (A Company limited by Guarantee) Year ended 31 March 2024

Current Trustees

Ms Ruth Kaufman OBE (Chair)
Captain John Lloyd RD MBA FNI
Captain Andrew Moll OBE
Commander Michael Cripps
Mr Ryan Hall
Captain Jeremy Kinder
Ms Stella Macaskill
Ms Kirsten Riensema (Civil Aviation Authority representative)
Captain Don Cockrill MBE
Dr Simon Gill PhD
Captain Jeremy Burrows

Retired/Resigned Trustees

Mr Alastair Muir – Resigned 22 March 2024

Executive Director

Ms Elizabeth Hughes OBE

Company Secretary

Mrs Stephanie KC Dykes

Registered Office Address

167-169 Great Portland Street
5th Floor
London W1W 5PF

Registered Charity Number: 1058262 Company Registration Number: 03253764

The CHIRP Charitable Trust (A Company limited by Guarantee) Year ended 31 March 2024

Bankers

NatWest Bank PLC
12 High Street
Hitchin
Hertfordshire SG5 1YY

Nationwide Building Society
Kings Park Road
Northampton NN3 6NW

Independent Auditor

Gibson Whitter
Larch House
Parklands Business Park
Denmead
Hampshire PO7 6XP

The Trustees present their Annual Report together with the audited financial statements for the period of 1 April 2023 to 31 March 2024.

The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the charitable company's governing document, and the provisions of the Statement of Recommended Practice (SORP), 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).

This Report has been compiled in compliance with the Charity Commission guidance on public benefit and, as required by the Charities (Accounts and Reports) Regulations 2008, describes below CHIRP's achievements throughout the period of the report in gathering, analysing and disseminating safety-related reports for public benefit.

FOREWORD FROM THE CHAIR

CHIRP's driving purpose is to help improve safety in the maritime and aviation sectors. Safety is a prerequisite to any successful environment and particularly so for the maritime and aviation communities where the stakes are so high. This is not controversial; safety is often stated as the top priority of employers, employees, aviation and maritime enthusiasts. Yet we know that there are many human reasons why this may not translate operationally into working or leisure contexts; and many circumstances where people will not use the official lines to report concerns. CHIRP helps by being available to people who wish to report safety concerns confidentially – we are a last resort in many cases. We help by convening professionals to review the disidentified report and provide insights on how the situation could be improved. In addition, we contribute by consolidating the lessons learned and sharing them within the sector, shining a light particularly for companies on safety trends related to human factors.

Last year, CHIRP supported over 800 people reporting concerns about the safety arrangements of their work or leisure places. For each report, we invested significant time and expertise to investigate and follow up, confidentially and sensitively, by agreement with the person reporting. Thanks to the support of an outstanding array of skilled, experienced and wise advisory Board members, CHIRP was able to share aggregated lessons anonymously and liaise with companies and regulators. This painstaking, behind-the-scenes work has provided valuable insights to regulators; helped companies review their human-factor safety procedures, policies, leadership and management practices and indirectly impacted thousands of people working in aviation and maritime. Through our *FEEDBACK* publications, it has also raised wider awareness of important issues, impacting thousands more.

The Board of Trustees and I are proud of the accomplishments of our team of staff and volunteer advisors last year, not to mention the progress made towards delivering our strategic goals around improved safety culture and outcomes. Yet there is so much more we can do as the world evolves at an increasingly rapid rate. The rise of new technologies and Artificial Intelligence (AI), as well as the changing contexts in which people find themselves working or relaxing, mean that CHIRP must continue to adapt and see where we can add most value. This year we will embark on the exciting process of developing a new strategy for 2025 and beyond. In doing so, we will continue to rely on support from our current and future team of staff and contractors, as well as from our volunteer expert advisors, all of whom provide the knowledge and wisdom that underpin CHIRP's impact. We will also continue to appreciate the generous support we receive from our donors and friends in the wider community who make our work possible.

I am also grateful to my fellow Trustees who oversee the Charity and ensure it remains on track. Earlier in the year, Alastair Muir retired from the Board as a Trustee. Alastair has enjoyed a long and distinguished career in the airline industry and has been a key figure in the transformation of CHIRP over the last few years. He has brought invaluable knowledge and vision to bear on our activities and strategy.

My deep thanks go to all staff, contractors, volunteers, donors and friends for all their hard work. I look forward greatly to working with you and expanding the value of CHIRP for even greater impact in the future.

Ruth Kaufman OBE

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Safety is a prerequisite to any successful environment and particularly so for the aviation and maritime industry where the stakes are so high

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FOREWORD FROM THE EXECUTIVE DIRECTOR

As a newcomer to CHIRP, I am grateful to my predecessor Robert Robson and his team, who set a high bar and provided me with invaluable support during my transition into my new role as Executive Director.

My first impressions were of the longevity of the Charity and the huge amount of public good it has contributed to the aviation industry over the past 40 years – and 20 years in maritime. That says a great deal about CHIRP's success and its value to those who send in safety reports and the donors who continue to fund us as we expand our reach. Last year saw the introduction of new programme areas in aviation and a widening of our network in maritime with the growth of our ambassador programme.

As I familiarised myself with our work in commercial and general aviation, drones, aviation engineering, aviation ground handling, fishing, ports and harbours and the superyacht industry, I was also struck by the common ground that exists between these wide-ranging sectors in relation to human factors safety. Over the past year, we have built on these synergies wherever it has made sense to do so, while recognising the very real differences

that context creates. In this Annual Report you will find further reflection on the common ground between our key programmes and the sectors we serve.

Our intention is to ensure that each person reporting confidentially to CHIRP feels listened to, supported and empowered. While we believe we are making a difference, we have spent time in recent months seeking a stronger evidence base of that and considering how to measure our impact. Towards the end of the year, we introduced new key performance indicators that will provide the basis for a data-driven understanding of the changes we are bringing about in human factors safety – changes that, of course, are not our effect alone but that arise out of collaboration working with others. This report highlights some of those changes.

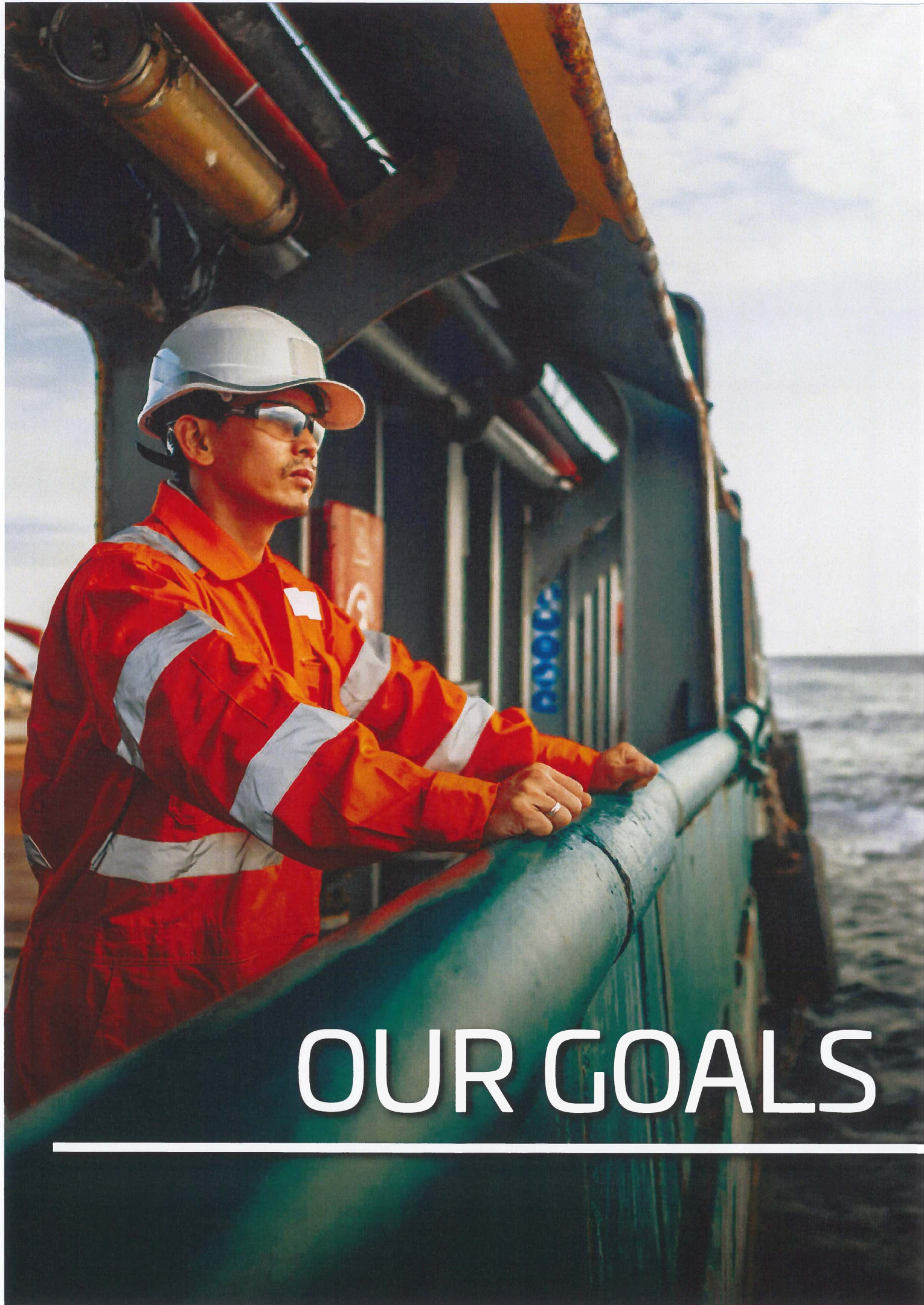
The year ahead presents many opportunities for CHIRP to further extend our influence and support in building a strong and just safety culture. I am excited to work with our team and supporters to achieve this.

Liz Hughes OBE

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OUR GOALS

OUR GOALS

Vision

A world in which aviation and maritime safety are continuously improved by tackling human factors related to safety, underpinned by a strong safety culture.

Mission

CHIRP's mission is to improve aviation and maritime safety and build a just culture by managing an independent and influential programme for the confidential reporting of human factors safety-related issues.

We do this by:

- Receiving and considering reports from people working in aviation and maritime industries of close-calls and other safety-related concerns that might not otherwise be submitted through formal reporting processes.
- Analysing the data to identify issues and trends.
- Disseminating safety-related reports and trends that we consider will be of public benefit in supporting insight, learning and improvement.

CHIRP's unique approach combines independence, confidentiality, impartiality, focus on human factors and follow-up on relevant themes and issues with appropriate stakeholders within the aviation and maritime communities. We communicate messages drawn from this analysis to inform policy and practice more widely, working with others to achieve this.

Strategic outcomes

- Better leadership, awareness and attitude towards safety issues.
- Improved safety culture by changing behaviours, so that practices, processes and procedures are as safe as they can be.
- Adoption of safety outcomes identified in CHIRP reports by regulators, managers and individuals.

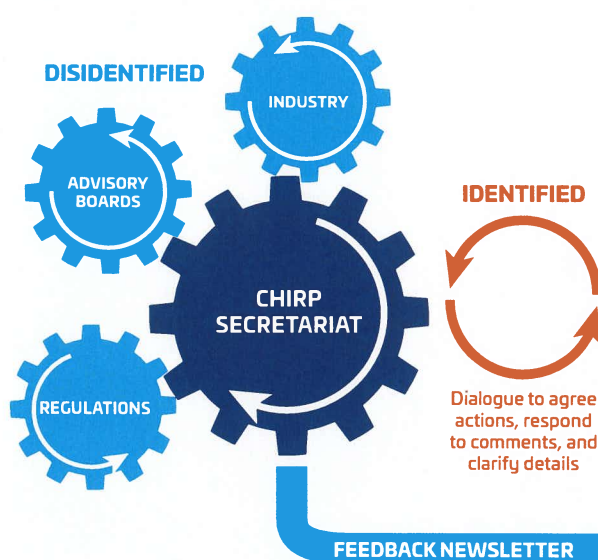
The Charity operates two programmes focused on these aims – for aviation and maritime. Aviation is focused on operations in the UK's airspace, while maritime has a global purview. Both programmes already have wide recognition in the safety world, but both have ambitions to build on this to increase their impact further in order to:

- Achieve greater penetration of our mission.
- Become a lead participant in delivering 'safety-first thinking' to our sectors.
- Encourage the use of CHIRP as a forum for debating safety issues emerging from our reports and associated analyses.
- Maintain relevance and effectiveness.
- Encourage a greater volume of actionable reports.
- Improve marketing and communications, including the brand and digital footprint.
- Make greater use of academic input to generate *Insight* articles.
- Continue to upgrade databases to ensure excellence in enabling and tracking reports.

How do we convert reports received to learning and change?

CHIRP's small Secretariat team and set of expert consultants work alongside six Advisory Boards comprising specialist volunteers in the fields of aviation, maritime and human factors. The Advisory Boards review reports to provide advice for resolution, ensuring that the most recent analysis of human factors safety issues in their field, together with many years of practical experience from broad contexts, informs the actions that the Secretariat takes in relation to the concerns raised.

When a reporter submits their report to CHIRP, their details are identifiable to the CHIRP Secretariat in order to help us verify the information provided and ensure that the report is genuine. The Secretariat discusses the report with the person or people who submitted it and agrees how to deal with the concern. Once an agreement has been made as to who may be contacted, the Secretariat then disidentifies the report and progresses the issue with the relevant stakeholders. The disidentified report may be shared with the relevant CHIRP Advisory Board so that they can give their advice, but they do not see any details of the reporter. Once a report has been dealt with, it is closed on the CHIRP database, the reporter's details are deleted from the CHIRP system and, if agreed, a disidentified version of the report and outcome may be published in one of our newsletters.



REVIEW 2023-2024

Significant changes in the environment

2023-24 was a difficult year to predict. Significant geopolitical events shaped the narrative internationally, while in the UK, recovery from the cost-of-living crisis continued to be slow for many. The space race took on new dimensions and AI became a household concept. Despite these macro events, CHIRP was able to operate consistently, thanks to the support of our donors.

For the maritime industry, 2023-24 was challenging; the ongoing Russian invasion of Ukraine significantly disrupted trade in the Black Sea, as did the Houthis attacks on vessels transiting the Red Sea. As a result, cargo sea-miles soared as vessels eschewed the Suez Canal for a safer (if longer) route around the Cape of Good Hope. Trade through the Panama Canal was restricted by low water levels. These factors combined to place great economic pressure on shipping, potentially having an adverse impact on crew safety and welfare.

The UK aviation industry was similarly challenged by external influences, such as Global Navigation Satellite System (GNSS) jamming (encompassing the US GPS and other nations' systems), airspace closures, fuel prices and sanctions affecting the sourcing of spares and components. 2023-24 also saw the first full year of flying since the end of the COVID-19 pandemic and the associated removal of general travel and social restrictions in the UK and internationally. Against this backdrop, UK commercial aviation activities continued their post-pandemic recovery over the twelve months and returned to pre-pandemic levels of flying towards the end of the reporting period, albeit with some interruptions in scheduling in the summer of 2023 due to pressures on crew and resource availability. For its part, general aviation (GA) flying was much curtailed during Winter 2023/Spring 2024 due to poor weather.

Outcome 1: Better leadership, awareness, and attitude towards safety issues.

We set out to expand our maritime ambassador programme, improve the reach of our safety messages, increase the number of partnerships with other organisations and bring our concerns to regulators' attention. As of 31 March 2024, we had 72 ambassadors in 37 countries and have continued to expand our ambassadorship figures during the first part of 2024-25. Each ambassador acts as a conduit between CHIRP and their regional maritime communities, raising awareness of our reporting portal and the safety messaging services we provide for free.

In 2023-24, we published 10 maritime newsletters disseminating safety lessons widely – a 250% increase on the historic average. In November, we co-hosted the second International Maritime Human Factors Symposium, held at the University of Glasgow, which was attended by around 150 people.

As part of our long-term (five-year) strategy to build a universal maritime confidential incident database, we have been working with third-party reporting programmes and our IT development company to realise this vision. In tandem, we have also worked with our website and app developers to deliver continual improvements for our users and reporters.

By making better use of social media, we have increased awareness of our programme among seafarers, which has generated meaningful engagement and comment from all parties. This increased insight into seafarers' concerns has, in turn, enabled us to focus better on issues of concern, such as entry into enclosed spaces, working at height, non-compliant pilot ladders and abandoned seafarers.

For this and other work, CHIRP was proud to be awarded the President's Award by The Seafarers Charity at the latter's AGM.

Aviation safety management systems are arguably more structured and mature than the maritime world because of the International Civil Aviation Organization's (ICAO) unified rule-setting role and agreements about the minimum level of safety management and leadership responsibilities. Nevertheless, commercial pressures still abound and there are undoubtedly temptations for accountable managers to prioritise profitability over safety. CHIRP's aviation arm has often taken on the role of industry conscience in reminding organisations of best practices, highlighting potential risks and providing comment on company policies or processes that might be having unintended consequences. Areas of focus this year have been on company policies such as fatigue management, absence management and imposed operating pressures and goals that might induce normalisation of deviation from established procedures due to people taking short-cuts. Sub-optimal workforce/management relationships and internal communications have also been key themes over the year.

Improving leadership, awareness and attitudes

The crew of a fishing vessel that had been abandoned in a country contacted CHIRP because the hull and other equipment was failing. CHIRP advocated for them through the Flag state and with Port State Control who, through local NGOs, were able to ensure that the crew were provided with the necessary resources and support. CHIRP also passed the case on to other organisations for further intervention over the long-term. The crew were looked after and the ship brought to the attention of the authorities for follow-up investigation.

Outcome 2: Improved safety culture by changing behaviours, so that practices, processes and procedures are as safe as they can be.

We received reports over a variety of channels (web portal, app, email and telephone), many of which were complex cases containing several inter-related concerns, such as welfare, labour and employment rights, communications and safety. Much of CHIRP's intervention represents a single step in a much longer process of change. Working with companies to identify the issues and begin to resolve them is an important part of this process.

Of the 489 reports accepted by the aviation programme, 65% were from cabin crew, 20% from flight crew, 5% from general aviation (GA) and 5% from engineering. Cabin crew representation is high partly because the cabin crew qualification process is not as steeped in regulatory requirements as many of the other sectors, so many of the reporters are simply seeking information on regulations and the legality of rostered duties. Safety issues raised by cabin crew included concerns about duty length, fatigue and time pressures. Flight crew concerns were more focused on company policies and their safety consequences, management relations and time pressures. GA reports centred mainly on *mea culpa* reports about individual errors and procedures and handling/operation mistakes that reporters wished to highlight to help others. Despite efforts to increase our reach in engineering, reporting remains at low levels. It is inconceivable that numerous human factors safety concerns do not exist in this sector, so CHIRP continues to work hard on gaining traction for confidential reporting in this area. The same is true of ground handling and security (GHS) reporting. CHIRP has focused considerable effort on raising awareness of confidential reporting in the GHS community; however, the often casual and temporary nature of such employment means that we have yet to make significant inroads. Notably, at the request of British Skydiving, the aviation programme initiated a skydiving reporting portal aimed at providing this community with an ability to make confidential reports. Aviation projects to investigate confidential reporting in the emerging advanced air mobility and space sectors were also initiated, with the intention of establishing full reporting programmes for these areas in FY2024/25.

For maritime, most reports were received from large commercial vessels, such as tankers and container ships, and from superyachts. Awareness of CHIRP is proportionately greater among the larger commercial vessels, which in general lead the industry in terms of safety awareness and best practice. Since January 2023, we have operated a superyacht-focused workstream, which has significantly raised awareness of CHIRP amongst that cohort.

In 2023, we collaborated with several parties, *inter alia* IMRF¹, IMHA² and MPA Singapore, in the development of bespoke incident reporting portals to positively influence behavioural change when it comes to near-miss reporting

(a long-standing issue in the maritime industry). In tandem, we collaborated with Safety4Sea to produce a 'CHIRP tip of the day' feature in their daily e-newsletters to promote best practice based on our findings from incident reports. We also continued our collaboration with HiLo, providing insight into incident human factors causes for their online portal, which is used daily by approximately 2,500 vessels worldwide (approx. 5% of the global commercial fleet).

Alongside this, we sought to empower maritime pilots with 'stop work' authority through a short social media campaign highlighting the correct actions to be taken when presented with an unsafely rigged or non-compliant pilot ladder.

Outcome 3: Adoption of safety outcomes identified in CHIRP reports by regulators, managers and individuals.

Wherever possible, CHIRP has engaged with regulators, managers and individuals to encourage the adoption of improved safety outcomes, as our case studies already illustrate. We have done this through publications and research papers, as well as direct advocacy.

Although confidentiality concerns limit the ability to reference many specific outcomes, the aviation programme has successfully highlighted several fatigue, rostering and absence management concerns to the wider industry and the regulator. In 2023/4, CHIRP contributed to two initiatives of the UK CAA. The first highlighted to operators a lack of understanding around the use of Commander's Discretion (see box on page 17). The second initiated a post-BREXIT, post-implementation review into flight duty periods (FDP)/flight time limitations (FTL). This review will analyse assumptions within the whole UK rostering and FTL/FDP regulatory document set, in order to identify areas that could be better defined, harmonised or re-evaluated following the UK's withdrawal from the European Aviation Safety Authority (EASA) regulatory regime

Changing processes as a result of CHIRP intervention

CHIRP received a report raising concerns about the runway surface at an airport in the UK and associated frequent short notice emergency runway closures. Through its follow-up with the reporter and airport, CHIRP revealed that the real safety concern was around the fact that non-local crews might not always be aware that the runway could be closed at short notice and therefore might not have enough contingency fuel to hold off whilst repairs were being conducted. The airport agreed to add the issue to their local runway safety team meetings, which had representation from all parties who use the airport. This helped ensure that non-local crews could be made aware of the concern.

In approximately 30% of the maritime reports received, and with the reporters' consent, we liaised with other parties, such as unions and welfare charities, in order to address wider issues. In about 10% of the cases, we escalated concerns to the vessel's Flag state regulators or Port State Control.

1 International Maritime Rescue Federation

2 International Harbour Masters' Association

DELIVERING OUR MESSAGE

Publications

Publications continued to be a core method for communicating our safety messages throughout the year. We produce disidentified reports of incidents that explain the issue and summarise CHIRP's position on it. We also produce summaries of trends in our *FEEDBACK* newsletters.

The table below sets out the number of editions of each *FEEDBACK* newsletter produced and the number of reports that they are based on. Note this is not the total number of reports received, but only those where we have permission to share a summary of the material of the report (albeit in a way that does not identify the reporter or company involved) and which had valuable safety messages worth highlighting to the wider community. Publication size constraints also limit the number of reports that can be contained in each edition.

Programme	<i>FEEDBACK</i> audience	# Editions
Aviation	Air transport (50 reports)	4
	General aviation (15 reports)	4
	Cabin crew (21 reports)	3
	Drone/UAS (17 reports)	3
	Ground handling and security (0 reports)	0
Maritime	Maritime (27)	4
	Superyachts (22)	4
	Ports and harbours (6)	1
	Commercial fishing (6)	1

Maritime publications continued to be translated into eight languages, including Ukrainian and Arabic. During the past year, we also experimented with using AI tools for translation, concluding that for the most part the technology is not yet mature enough to be relied upon.

CHIRP subscription levels for the CAA SkyWise aviation alert notification service were estimated by CAA as follows: air transport – 16,250 subscribers; cabin crew – 22,200 subscribers; general aviation – 19,500 subscribers and drone/UAS – 10,350 subscribers. In addition, aviation newsletters were distributed by electronic and physical means, depending on newsletter type. Some people subscribe to multiple versions of our newsletters, reflecting their wide-ranging involvement in aviation activities.

Air transport *FEEDBACK* is electronically distributed to circa 39,000 email addresses, with a typical click rate of 25-30% (indicating that about 10,000 recipients open the

document). Cabin crew *FEEDBACK* is distributed in both hard copy and electronic formats, primarily through airline companies' crew rooms and internal electronic information systems, as well as being sent by email to approximately 800 personal subscribers with a typical click rate of 30%. General aviation *FEEDBACK* is also sent out in both hard copy and electronic formats. Four hard copies each are sent to 427 flying clubs, training organisations and air traffic control units, with electronic versions sent to around 27,000 email recipients with an average click rate of 20% (indicating that about 5,500 recipients open the document). Drone/UAS *FEEDBACK* is published solely through the CAA SkyWise aviation alert notification system, for which there is no reliable indication of read rate.

Engagements

The maritime programme presented at events in the USA, Oslo, Gibraltar, Amsterdam, Hamburg, Singapore, Malaysia, Seattle, Athens and Valencia. Many of these were undertaken by our regional volunteer ambassadors, enhancing our local engagement as well as reducing the cost and carbon footprint of travel.

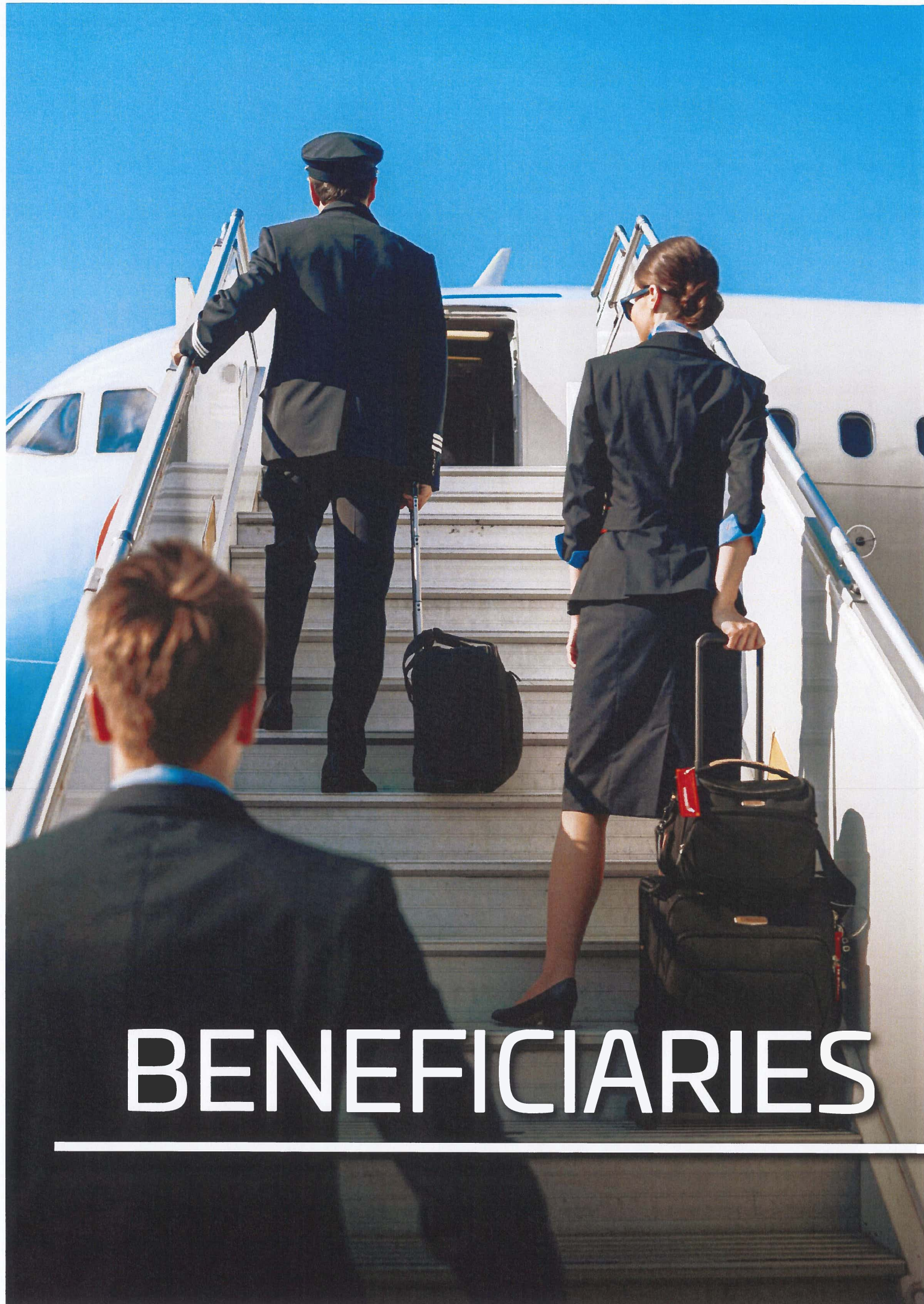
Aviation programme engagements focused on UK activities in the main, with presentations given to regional airspace user working groups, UK flight safety committee flight safety courses and various industry webinars, safety seminars and safety leadership groups. CHIRP is a founding member of the International Confidential Aviation Safety System (ICASS) group, which met this year in Spain and offered an opportunity for CHIRP to present on contemporary themes and emerging reporting ambitions.

Online

Our online maritime audiences have grown in line with, or better than, other charities (source: Hootsuite) with 140% audience growth on LinkedIn (vs 5% sector average); a more moderate 0.2% growth on Facebook (vs average 5% reduction across charity sites); more than 2,100 downloads of our app in 107 countries and 70,000 users of our website coming from 190 countries.

In April 2023, we launched the first episode of our *Sea Views* podcast, followed swiftly by another seven episodes throughout the remainder of the reporting period. These have gathered a regular listenership of nearly 2,000 people and provide a valuable opportunity for guests to talk about topical maritime issues from a safety perspective.

In March 2024, the aviation team launched the first of three videos explaining the role of CHIRP and our activities. The video was aimed at aviation training establishments in order to introduce students to CHIRP at an early stage in their aviation career and raise awareness of how they can make a confidential safety report to our scheme in the future.



BENEFICIARIES

BENEFICIARIES

CHIRP targets three groups of direct beneficiaries:

1. Individuals who personally benefit from improved safety, such as aviation practitioners (flight crew, cabin crew, air traffic controllers, engineers, ground handlers, security staff, drone operators and private pilots), mariners and the general travelling public.
2. Individuals and organisations that could or do play a direct role in safety management; and
3. Regulators and government departments who set safety policies, acceptable means of compliance and guidance material.

In 2023-24, CHIRP's maritime arm intervened directly to improve safety on 150 vessels and for over 3,000 seafarers (including the reporters and other crew on board). Our safety messages were received by more than 165,000³ seafarers who read or otherwise engaged with our communications via social media or through email subscription. More widely, our engagement with Flag state regulators and classification societies has influenced improvements to an unquantifiable number of additional seafarers. This was made possible *inter alia* by the 250% increase in the number of maritime reports and *FEEDBACK* newsletters that we published.

The CHIRP aviation team engages with the entire UK aviation community, with our independent confidential reporting function formally recognised by the UK State Safety Programme. It is important to note that we provide this function in parallel with UK aviation's formal mandatory occurrence reporting (MOR) scheme administered by the UK CAA through company safety management teams. Reporters are encouraged to use the formal MOR system whenever they feel able, with CHIRP providing a safety net for those who do not feel safe using company systems for fear of identification or potential retribution, or for incidents that might not reach the threshold for formal reporting.

During 2023-24, we accepted 489 reports across all aviation sectors and distributed safety messages via our website, app, social media feeds (Facebook, X and LinkedIn) and email subscription to around 80,000 addresses. The primary method of transmitting CHIRP's aviation-related safety messages is through the publication of four separate *FEEDBACK* newsletters and associated safety material to the following groups: air transport (comprising flight crew, engineering, air traffic control, ground handling and security), cabin crew, general aviation and drone/UAS.

³ Based on CHIRP's Hootsuite analytics


WORKING IN PARTNERSHIP

CHIRP continues to enjoy an extensive network of partners in the aviation and maritime sectors and we are grateful to all our partners for their collaboration and support in the interest of human factors safety improvements.

CHIRP's aviation arm enjoys good links with a large number of industry safety management teams who form the first port of call for any interactions involving reporter concerns. The UK CAA also provides effective connections to the aviation team in the resolution of regulatory-based issues across their flight operations, general aviation unit, remotely piloted air systems, aerodrome and airspace management and airworthiness teams. CAA representatives from all these teams form part of the associated CHIRP Advisory Board memberships and provide invaluable subject matter expertise in response to reported issues.

During 2023-24, CHIRP embarked on new maritime partnerships with ISWAN (<https://www.seafarerswelfare.org/>). Although CHIRP and ISWAN have long been partners, this new agreement will allow us to provide a reporting helpline by extending ISWAN's established arrangements so that mariners can report safety concerns to CHIRP via ISWAN. Funded by the Department of Transport through Trinity House, we also entered into a new agreement with PsyFyi (<https://www.psy-fyi.com/introducing-seag>), a company using data analysis software to survey the crew of several ships per month to better understand the reasons for human factors safety issues and what can be done to resolve them.



A photograph of an airport tarmac during the day. In the foreground, the nose of a Delta aircraft is visible on the left. To its right, a ground crew member in an orange safety vest and headset is operating a piece of equipment. In the middle ground, another Delta aircraft is parked, and a small utility vehicle is moving a blue cargo cart. A white service vehicle with the Delta logo is also visible. In the background, a large airport hangar and other aircraft are visible under a clear sky.

OUR IMPACT

OUR IMPACT

CHIRP has continued to make a significant contribution to aviation and maritime safety during FY2023/2024. The following three case studies illustrate typical examples of the changes the Charity has initiated over the year and indicates some of the work that is necessary to achieve these changes.

Programme reports

This section of the Annual Report gives an overview of 'human factors incident' reports received this year from people working in the aviation and maritime industries. These reports form the foundation of CHIRP's work.

Aviation programme

During the FY2023-24 period, CHIRP received and accepted a total of 489 aviation reports for further progression (not including bullying, harassment, discrimination and victimisation (BHDV) reports, which are dealt with separately as a special case activity). This represents a moderate decrease on the previous year's reporting levels, but remains within normal reporting tolerances, especially given that FY2022-23 likely represented an artificially increased level of reporting due to COVID/post-COVID resourcing pressures and concerns.

The number of aviation programme reports received and accepted in the different sectors of reporting for FY2022-23 and FY2023-24 are as shown in the table below. In addition, 63 other aviation reports were received in FY2023-24 but were rejected due to having no safety value, being solely about terms and conditions of employment or relating to personality clashes. We also received 18 BHDV reports.

Working with the regulator to improve management practices

CHIRP received many reports concerning alleged company pressure to apply 'Commander's Discretion (CD)'. CD is a procedure to allow the aircraft captain to extend crew members' maximum flight duty periods in exceptional circumstances where necessary to complete a flight. However, this seems to be becoming more of a regular requirement as a result of disrupted schedules with captains and crews feeling pressured to apply CD. CHIRP was in regular communications with the CAA about this. Partly based on our interactions, the CAA sent an open letter to all UK operators noting possible inappropriate application of CD and emphasising that, 'The operational consequences of the Commander considering it inappropriate to extend the crew duty period after report, including the possibility of a night-stop down-route, has to be accepted and no commercial pressure can be applied at any stage.'

Working with Flag states to influence the regulatory environment

A concerned bystander sent us a photo of a superyacht crew member standing at the very edge of the vessel, approximately 10m above the concrete jetty, cleaning the windows. They were not wearing a safety harness. Despite CHIRP's request to the port to intervene, nothing happened. So, CHIRP approached the vessel's Flag state, who did intervene. As a result, the person was brought on board (and thus safe), the vessel was directed to undertake an audit and the Flag state (regulator) issued a safety advisory notice to all superyachts within its jurisdiction. Subsequently, CHIRP has managed to arrange a safety improvement conference with six Flag states (including members of the Red Ensign Group) which collectively act as the registry for nearly 90% of the world's superyachts.

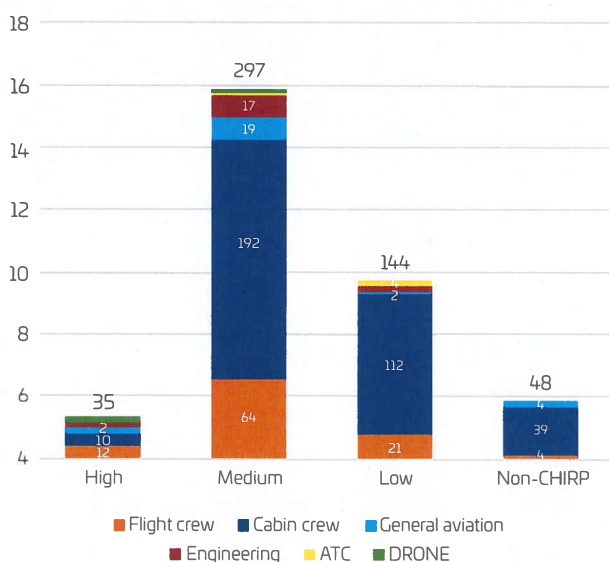
Reporting sector	Current reporting period (1 Apr 2023 – 31 Mar 2024)	Previous reporting period (1 Apr 2022 – 31 Mar 2023)
Air traffic control	10	13
Cabin crew	317	431
Drones and UAS	9	9
Engineering	25	21
Flight crew (commercial)	98	136
Display flying	0	0
General aviation	25	25
Ground handling & security	5	12
Total	489	647

The associated report values for FY2023-24 are shown in the table below. As can be seen from the charts, approximately 7% (35) were assessed as high value, 57% (297) were medium value and 27% (144) were low value.

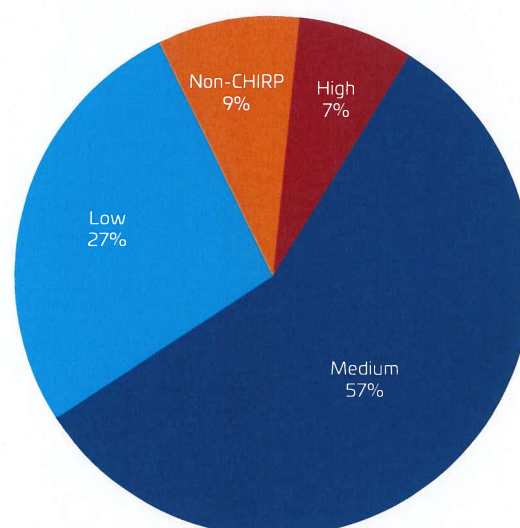
Aviation report value percentage split - FY2023-24

Report Value	Flight Crew	Cabin Crew	General Aviation	Engineering	ATC	Drone	Total
High	12	10	4	2	2	5	35
Medium	64	192	19	17	3	2	297
Low	21	112	2	4	5		144
Non-CHIRP	4	30	4			1	48

Aviation report value – FY2023-2024



Aviation report value – FY2023-2024



CHIRP encourages organisations and managers to actively champion and encourage near-miss reporting because they are powerful tools that reduce the frequency of serious incidents.

Reporting themes and issues

CHIRP's aviation team conducts statistical and thematic analysis based on two main taxonomies: an internal CHIRP human factors 'key issues' taxonomy and the International Civil Aviation Organization (ICAO) ADREP⁴ taxonomy. The former provides a high-level view of the overall human factors themes and trends, while the ADREP system offers greater granularity of insights. Both sets of statistics add their own value in understanding the underlying issues while broadly reflecting the same overall themes. In reviewing the statistics, it should be noted that a single report may have multiple taxonomy entries, hence the numerical counts shown exceed the number of reports received. Also, care should be taken when extrapolating

some of the statistics, due to the small numbers of reports in some sectors that can skew interpretations.

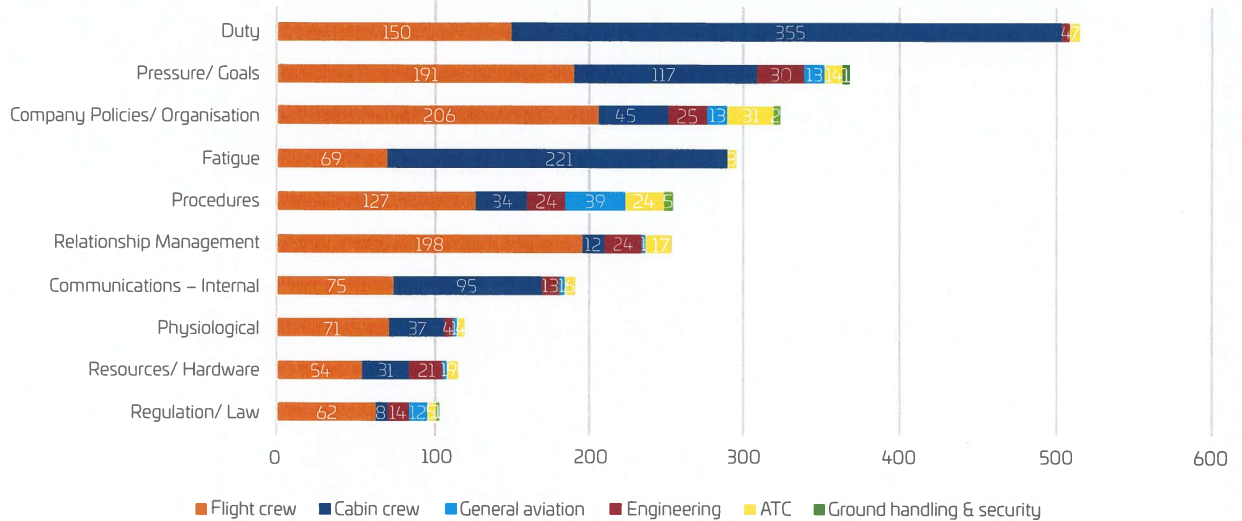
Evolutionary upgrades to CHIRP's aviation database functionality over the reporting period have improved our ability to codify reports and extract associated themes. In FY2023-24, the top 50% of reporting themes across all aviation sectors were:

- Duty (rosters/rostering, rest, length, disruption, discretion, crewing)
- Pressures/goals (commercial/financial constraints, management/supervision, time, discrepancy between formal and informal practices, personal)
- Company policies/organisation (operational, safety reporting/culture, bad planning or co-ordination, corrupted management of business, responsibilities/accountabilities/tasks unclear, discrepancy between policy and execution)
- Fatigue (management of, effects of)
- Procedures (application of by third-party, inadequate, knowledge of, superseded by political/reputational priority)

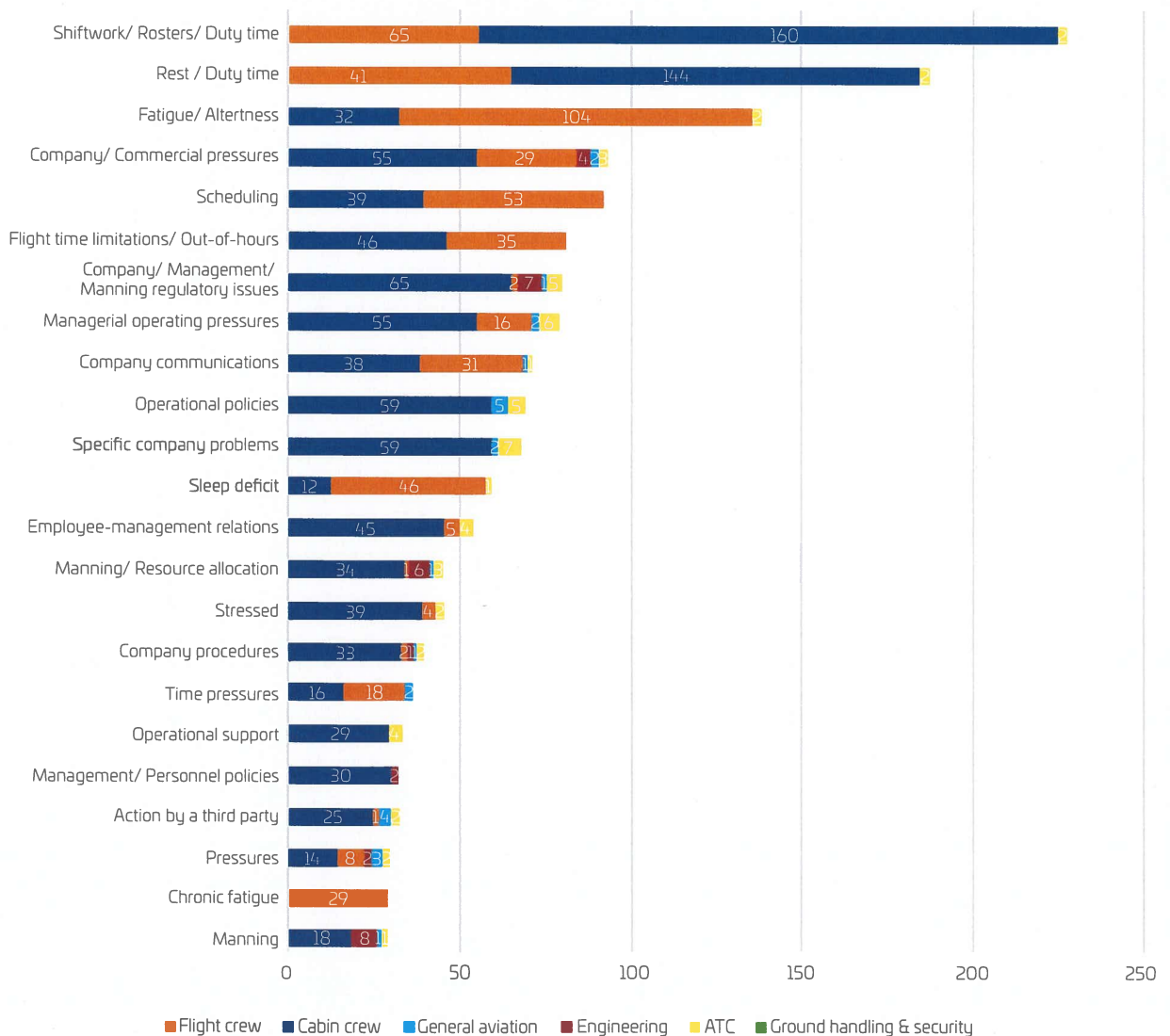
These themes are illustrated in more granularity in the charts overleaf, which show the top key issues and ADREP codes, differentiated by aviation sector.

⁴ ADREP <https://www.icao.int/safety/airnavigation/aig/pages/adrep-taxonomies.aspx> accessed 6/6/2023.

Top-10 Overall Key Issues reported to CHIRP FY2022-23



Overall Top-23 ADREP Codes reported to CHIRP - FY2023-24



While the overall statistics shown provide an aggregated perspective across all sectors of aviation reporting, the predominance of some sectors can skew the relative importance of issues within other less-reported sectors. When observing individual reporting sectors, the associated statistics show the following:

Cabin crew primarily reported concerns about rosters, rest and duty length; fatigue management and the effects of fatigue; commercial/financial constraints; time pressures and pressures from management/supervisors and internal management communications and communications within their team/shift/watch.

Flight crew reported a generally broader set of issues which, although embracing those of cabin crew, rated company operational policies as their primary concern. This was followed closely by management relations, communications and perceived lack of management commitment and then a fairly even split between rostering, application of procedures by third-parties, pressures from management, management of fatigue and pressures from commercial/financial constraints.

General aviation reports were once more primarily focused on *mea culpa* narratives involving complacency, poor airmanship, reduced situational awareness in the air, insufficient awareness of risks, application of procedures by third parties, poor knowledge of procedures and poor communications between flight crew and air traffic control.

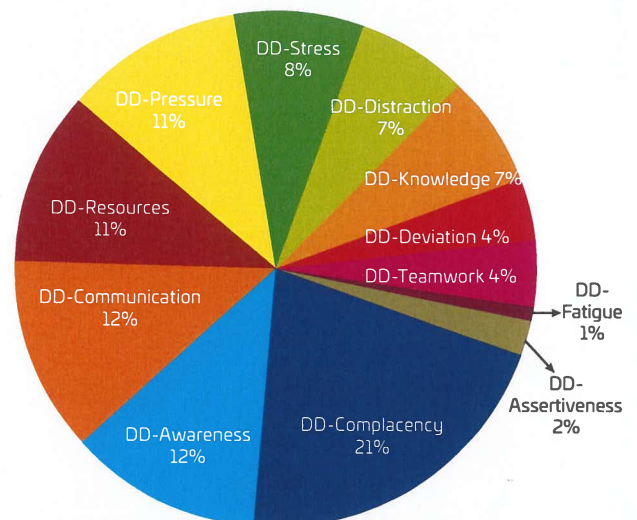
Although much fewer in number, air traffic control reports described concerns with company operational policies and organisation, application of procedures by third parties, ability to deliver the level of service and management relations. It was noted by many that the overall deficiency in controller numbers was causing significant pressures, and that this would likely take a significant period to resolve due to training pipeline constraints.

Engineering, ground handling and security report numbers were low across all three sectors, so it is not sensible to draw too many conclusions on the data produced, other than to comment that the combined key issues from the three sectors showed concerns about base and line maintenance, compliance with regulation, pressures from managers, application of procedures by third parties, time pressures, aircraft airworthiness and insufficient/unqualified maintenance staff.

Drone/RPAS reporting remains a growing sector for CHIRP as we establish our presence within the drone community. There have been 30 drone reports since the introduction of this reporting sector in 2020, of which nine were received in FY2023-24 (the same as in FY2022-23). Meaningful trends and issues have yet to emerge, but it is encouraging that reporting rates are at least steady, albeit we would like to see greater penetration into the community in the coming years as the message gets out about the value of CHIRP's confidential reporting activities. Since its inception in 2021, BHDV reporting has shown a steady growth in numbers with 18 reports received in FY2023-24 (compared with 16 in FY2022-23). CHIRP does not engage in resolution or analysis of BHDV reports, our function is simply to provide a reporting portal for aggregated reports to be sent on to CAA. As a result, there are no key issue or ADREP statistics for this reporting type.

In 2023, CHIRP introduced the 'Dirty/Deadly Dozen' human factors descriptors for GA reporting to provide an accessible and easily referenced taxonomy for non-commercial aviators. The associated titles and descriptors are shown in the table overleaf, and the percentage split between them for GA reports in 2023 is depicted in the pie-chart below. This shows that, for GA, the top-ranking key concerns were complacency (by a long margin); awareness and communication (tied second) and pressure and resources (tied third).

CHIRP GA Dirty Dozen split – 2023



Dirty/ Deadly Dozen descriptors

Title	Descriptor
Stress	Feeling anxious or threatened by overbearing influences (Threat)
Fatigue	Extreme tiredness by prolonged activity (Threat)
Pressure	Compulsion or anxiety to satisfy demands (Threat)
Resources	Lack of sufficient/suitable means for the task (Threat)
Distraction	Attention diverted from task by external factors (Threat)
	Attention diverted from task by internal mis-prioritisation (Error)
Awareness	Inputs not available (Threat)
	Inputs not assimilated or sought (Error)
Knowledge	Information not available (Threat)
	Information not obtained or understood (Error)
Communication	Information flow or misunderstanding from others (Threat)
	Information flow or misunderstanding to others (Error)
Teamwork	Effectiveness of others (Threat)
	Effectiveness to others (Error)
Assertiveness	Indecisive, diffident or incurious (Error)
Complacency	Disregard for risk, over-assumption of ability or habitual behaviour (Error)
Deviation	Normalisation of divergence from formal procedures or taking short-cuts (Error)

Maritime programme

We received 150 reports between 1 April 2023 and 31 March 2024, compared with 120 the previous year. Importantly, a far higher percentage of these were near-miss reports – these are occasions where mandatory reporting is not necessary and where CHIRP reporting can add significant value (for further exploration, see section below). We received 93 near-miss reports, compared with only 35 last year. This suggests that our message is reaching more people, although it is too soon to be certain of the trend.

Reporting themes and issues

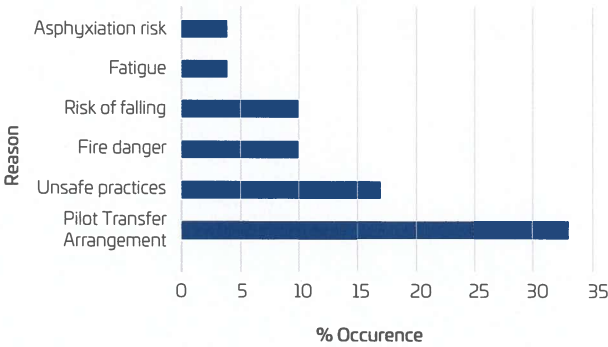
Incident vs near-miss reports

In 2023-2024, 38% of the maritime reports received by CHIRP were for near misses, and 62% covered incidents. Under-reporting of near misses is not an issue unique to the maritime industry. They often go unreported for several powerful reasons, including fear of being judged by peers and managers or simply not recognising that a near miss had occurred.

Near misses

The most frequently cited causes of near-miss reports (see below) were unsafe or non-compliant pilot ladders (33%), deliberate deviation from safe standard operating procedures (17%) and fire danger (15%), which was matched by a collection of reasons caused either by people or equipment operating unsafely at height. The remaining 20% were based on other causes.

Most common near-miss types

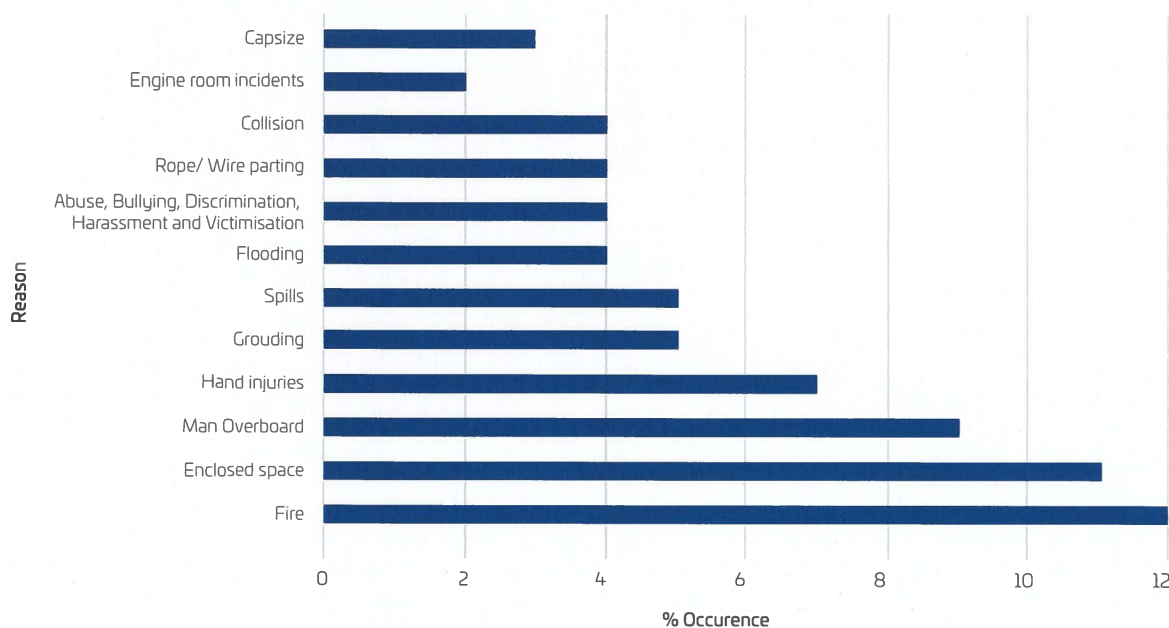


The most frequently cited causes of near-miss reports received by CHIRP.

Fires (12%), entry into enclosed spaces (11%), persons falling overboard (9%) and hand injuries caused by crushing or rotating machinery (7%) were cited as the cause of more than 39% of all reported incidents. There has been a marked increase this year in the number of

BDHV incidents reported to CHIRP. When bench-marked against statistics published by several maritime welfare charities, this is almost certainly under-reported, but nevertheless highlights the intrinsic link between welfare and safety.

Most common incident types



The most frequently cited causes of incident reports received by CHIRP.

Incident outcomes

The human cost of incidents is stark: over half of the incidents reported to CHIRP resulted in personal injury (29%) or death (24%). While these findings likely overstate the overall severity of incident outcomes, the lack of a global system to accurately collate the number of fatalities at sea impacts efforts at precision. Even acknowledging their likely inaccuracy, they nevertheless highlight the moral imperative

to learn from incidents and the need to share this learning across organisational boundaries through neutral agents such as CHIRP.

34% of incidents resulted in costly damage to equipment. Environmental damage was the result of a further 5% of reported incidents. In only 8% of reported incidents was there a minimal consequence.

“

Over half of the incidents reported to CHIRP resulted in personal injury or death ... this highlights the moral imperative to learn from incidents and the need to share this learning across organisational boundaries through neutral agents such as CHIRP

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Analysis of human factors

CHIRP analyses maritime reports using the SHIELD human factors taxonomy, which has 144 factors across four hierarchical levels: acts, preconditions, operational leadership and organisation. These are then mapped to the more widely employed Deadly Dozen prior to publication.

On average, each report contained seven SHIELD factors, although up to 17 were identified in the most complex causes (see the table below). The most frequently identified SHIELD factors, alongside their mapping to the Deadly Dozen, are shown in the table below.

SHIELD Factor	SHIELD code	Deadly Dozen equivalent
Acts		
Incorrect decision or plan	AD1	Local practices
No transmission of information	AC2	Communication
Workaround in normal conditions	AI1	Deviation
No/wrong/late visual detection	AP1	Situational awareness
No/wrong/late detection by other means	AP4	Situational awareness
Preconditions		
Inattention	PAW4	Distraction
Risk underestimation	PPF7	Complacency
No cross-check or speaking up	PTG2	Alerting
Operational Leadership		
Inadequate risk assessment	LO1	Complacency
Inadequate leadership/supervision	LT1	Teamwork
Organisation		
Safety culture	OC1	Culture
Insufficient personnel	OR1	Pressure
Design	OR5	No direct mapping
Safety management (proactive)	OS2	Culture
Safety management (reactive)	OS3	Culture

The top human factors identified from reports received by CHIRP.

This list of factors remains largely unchanged from those identified in 2022-23. This is perhaps understandable, since behavioural change takes time.

Companies and organisations are strongly encouraged to focus on addressing these causal factors.

The notable addition to this list is design: CHIRP increasingly receives reports where equipment design either contains inherent safety weaknesses or equipment is installed in such a way that it cannot be operated or maintained safely. Recurrent examples include inadequate or missing attachment points for safety harnesses, stanchions or other deck fittings which create trip hazards around mooring bollards, missing safety interlocks on moving machinery or designs that make it difficult or impossible to inspect and maintain safety-critical equipment, e.g. lifting eyebolts.

Overall, these factors suggest a generic trail for safety incidents from the Boardroom to the bridge:

- At organisational level, commercial pressures do not incentivise companies to resource their operations over and above regulatory mandated minima. Should formal risk assessment fail to suggest otherwise, this can result in too few crew (particularly bridge lookouts and OOW (Officer of the Watch)) or time schedules that are too lean. Either situation can lead to inadequate supervision or assurance of tasks, inadequate risk assessment and planning of high-risk activities or people taking unsafe short-cuts.
- Concurrent activities and competing demands lead to distracted and inattentive multi-tasking crews. Risk underestimation and a lack of cross-checking by a supervisor or a colleague leads to the creation of workarounds in normal conditions. Optimism bias ('it

didn't/won't happen to me') discourages adequate task planning, particularly in a time-constrained environment. Availability bias means that weight is given to the probability of an event happening based on previous experience, which can affect perception of the risk. Inadequate reporting only exacerbates this problem.

- Dangerous situations that arise are not detected or are detected too late to be averted, resulting in safety incidents.

Much of this stems from there being insufficient personnel or inadequate time to properly plan and control tasks in a safe manner. It suggests that organisations who exceed regulatory minima will be safer as a result.

Although the consequences of incidents were invariably experienced on board, several of the factors that contributed to incidents actually originated ashore, i.e. at senior management level as evidenced by the list of factors in the table on page 19 under 'organisation'.

Evaluating report sources

The most common vessel types mentioned in reports received were superyachts (36%), oil/chemical tankers (13%), container vessels (9%) and bulk carriers (6%). The

prevalence of superyacht reports reflects the success of CHIRP's focused superyacht reporting programme, which was launched in January 2023. This speaks volumes about that sector, particularly given its relatively small size, high profile and the presence of very identifiable vessels. CHIRP applauds their engagement and willingness to share their reports and encourages other sectors to follow their lead.

The ratio of reports concerning tankers, container vessels and bulk carriers broadly matches that of the global fleet, suggesting that they, too, have a good reporting culture overall. Regrettably, this is not the case for other sectors, most notably RORO/ROPAX (roll-on/roll-off and roll-on/roll-off passenger), cruise vessels and commercial fishers.

As in previous years, the reports received by CHIRP's maritime programme suggests that crewing and scheduling of operations should be driven by formal risk assessment, rather than relying on IMO-mandated minima as their target, since this can reduce the likelihood of incidents. This approach can also be considered an investment, since incident costs are often orders of magnitude far greater than crew salaries. Moreover, the human cost of incidents places an ethical responsibility on senior managers ashore to take them very seriously indeed.



A man wearing a blue hard hat and an orange high-visibility jumpsuit with reflective silver stripes is shown in profile. He is holding a black walkie-talkie to his mouth with his right hand and pointing his left index finger towards the left. The background is a blurred industrial setting with white and blue structures.

ORGANISATIONAL ACTIVITIES

FUNDRAISING

CHIRP’s ability to deliver our services is underpinned by raising programme funding and money for core costs. Restricted fundraising continued to be strong during the year, with an annual grant of £289,000 from the CAA for the aviation programme and successful multi-year and single year funding to cover our maritime programme.

The CAA grant included funding to initiate two new projects in advanced air mobility and space. Initial contacts were made during the year for these programmes, but follow-up took longer than planned. As a result, unspent funds were carried over into FY2024-25 by agreement with the CAA.

CHIRP also took forward our intent to raise unrestricted funding establishing a Board subgroup to identify suitable funding streams and develop a set of fundraising priorities. Flying and navigational flight product company, Pooleys, invited CHIRP to participate in its online store scheme, enabling us to receive commission on certain items purchased through Pooleys (<https://www.pooleys.com/>).

CHIRP’s maritime programme continued to enjoy support from the following donors.

The Seafarers’ Charity	£59,950
ITF Seafarers’ Trust	£65,000
Lloyd’s Register Foundation	£35,000
TK Foundation	£51,955
The Corporation of Trinity House	£20,000
The Corporation of Trinity House (DoT)	£26,000
The American P&I Club	£3,900
OCIMF (Oil Companies International Marine Forum)	£1,000

CHIRP is grateful to all donors for their generous support.



PEOPLE AND ACCOUNTABILITY

CHIRP continues to provide its services through the considerable commitment of its volunteers and paid personnel. A core part of CHIRP's work is that of the Advisory Boards. These are volunteer-led Boards of sector specialists who give their time and expertise to review the disidentified reports that CHIRP receives and provide their guidance and advice on recommendations.

There are six Advisory Boards providing subject matter expertise when reviewing reports. These cover:

- Maritime operations
- Superyacht activities
- Commercial air transport operations, including flight crew, air traffic control and engineering
- Cabin crew safety-related tasks
- Drone operations
- General aviation activities.

These volunteers enable the Charity to provide its safety service with expertise and authority, playing a crucial role in helping to maintain and improve safety culture and practice in aviation and maritime with a real impact on lives and well-being. CHIRP simply could not deliver our crucial contributions to aviation and maritime safety without this valued support.

The CHIRP Secretariat comprises a small staff team and consultant Programme Managers. All are part time but commit wholeheartedly to enable the Charity's work. There was limited change in the staff base during the year with the Administration and Finance Manager/Company Secretary taking maternity leave. Her role was covered by internal staff and a temporary Finance Assistant. In addition, the Executive Director increased her hours in December by 0.1FTE to enable more time to be spent on fundraising.

Diversity and inclusion

During 2023-24, the Board of Trustees further considered the Charity's approach to diversity, equalities and inclusion (DEI). A survey that was conducted by the Nominations sub-Committee canvassed Trustee and staff views on how we might strengthen our commitment to DEI. The findings of this survey were analysed and formed the basis of a new DEI policy that was approved by the Board in April 2024. This work has influenced CHIRP's approach to recruiting new Trustees during the current financial year and a more detailed plan for further implementing the policy is now in development.

RISKS AND UNCERTAINTIES

The Board of Trustees reviews the risks that the Charity is exposed to every six months. During 2023-24, the register was amended to give a clearer picture of the collective risk the Charity is carrying. Overall, the Charity has a low-risk appetite and all risks are currently estimated to be in the low to medium bracket. Areas included in the table below are the key risks identified by the Trustees, who review a 'Business Risk Register', putting in place mitigations as needed.

The principal risks are associated with reserves, governance, cyber security, programme management in relation to maintaining the confidence of sponsors, relevant reports received and finance. These are set out in the table below and are mitigated through:

- The acknowledged expertise that resides within the Board of Trustees and Executive team
- Expert IT and HR subcontractors
- The thorough governance review undertaken by the Board
- Specialist Advisory Boards with industry-wide participation, including nominees from the sponsoring agencies under an independent Chair
- The promulgation of issues raised through the programmes together with the actions taken
- Regular performance reports on the cost-effectiveness of each programme
- Focus on maintaining a healthy financial position.

Key Risk	Mitigation
The Charity holds limited funds in a general reserve, as defined by the Charity Commission. This constrains its ability to develop and grow, as well as its ability to fund unexpected costs	Programme restricted funds hold restricted reserves. Plan underway to seek to build unrestricted funding in 2024/25 (see Reserves Policy para below).
Loss of confidence in CHIRP's systems from either a data breach or release of reporter's information could lead to a reduction in reports and damage trust in the process	CHIRP staff trained in data protection procedures and policy CHIRP database is protected within its storage and operating environment CHIRP staff have an annual reminder of IT security policy Charity is registered with the Cyber Essential kitemark
Business is unable to remain effective due to lack of suitable staff or staff retention	HR policies are appropriate and fit for purpose Business Continuity plan is in place
The organisation fails to attract sufficient finances to meet programme expectations for current, planned or new initiatives Inability to function due to loss or withdrawal of sponsorship or funding streams becoming insufficient to sustain programmes	Strong donor relationships maintained and developed Reserves policy ensures we maintain discrete contingency funds
Failure to receive adequate numbers of relevant reports, especially as the world recovers from COVID-19 upheaval, making CHIRP irrelevant and unable to fulfil its charitable purpose	Utilising fresh marketing and communications assets to penetrate our markets

FORWARD LOOK

During 2024-2025, CHIRP aims to build on progress made by:

- Developing new aviation programmes in advanced air mobility/eVTOL and space sectors
- Launching the first universal maritime incident reporting repository
- Developing analysis and reporting tools to generate safety insights more efficiently across all our datasets

- Increasing the levels of reporting in ground handling, drone/UAS, engineering/maintenance and maritime sectors
- Launching a new strategic process to revise our strategy by October 2025.

We will also continue to seek partners to support our unrestricted funding ambitions in order to establish the Charity on a more resilient footing.



GOVERNANCE AND MANAGEMENT

Board of Trustees

The Board of Trustees has overall responsibility for the direction and management of the Charity. One Trustee stood down during the year and no new Trustees were appointed. The Board continued to meet quarterly during the year and held an away day with the Trustees and the Executive team to consider more strategic issues.

The Board has three standing sub-committees: a Remuneration Committee, a Nominations Committee and – established for the first time in 2023-4 – a Finance and Investment Committee (FIC) supporting the Board by providing greater scrutiny of CHIRP's financial reporting, policies and controls. In 2023-24, the Board also established a timebound fundraising group, helping plan the generation of unrestricted income. The FIC met on a quarterly basis to review financial issues before the presentation of the finance report to the full Board. The fundraising group met twice during the year. The Nominations Committee and Remuneration Committee each met once during the year.

The Civil Aviation Authority continued to have a nominated Trustee on CHIRP's Board, facilitating communication and understanding of the Charity's work with the CAA.

Trustees are recruited on a three-year term, which can be renewed once for a further three years. When required, Trustees are recruited through an open recruitment process,

based on an audit that defines the skills required to refresh the Board, and then inducted through a course with the National Council of Voluntary Organisations (NCVO) and one-to-one meetings with Trustees and staff.

Legal membership

CHIRP is a membership organisation whose members vote on constitutional matters at an Annual General Meeting (AGM). Most members of the Advisory Boards are eligible to become legal members of CHIRP. A yearly review of members is conducted in preparation for the AGM. All those eligible to become a new member of CHIRP are invited to do so and confirmed by the Board of Trustees. As of October 2023, there were 95 members of the Charity, including four new members.

Executive

An Executive team of five people (3.5 FTE) is responsible for the day-to-day operations of the Charity, working with four specialist programme contractors and two HR and accounting consultants on an as-needed basis. The two Programme Directors and Executive Director meet monthly to review strategic charity issues, whilst the whole Secretariat meets weekly to discuss progress and priorities. A performance review process is carried out annually, during which objectives for the past year are reviewed and new objectives set.



FINANCIAL REVIEW

FINANCIAL REVIEW

Summary

Income for the year was £587,238 (2023: £517,179). Funds were distributed across aviation and maritime programme activities and the core costs of the Charity.

Direct total charitable expenditure for the year was £585,191 (2023: £469,706). As a service provider, CHIRP's single largest cost lies in its salary and consulting costs where personnel provide analysis and insights to deliver a *FEEDBACK* service and promote CHIRP's services to reporting audiences. Other significant expenditures included educational and outreach tools as indicated above (marketing, publications, online access). International and national travel also provided an important capacity to achieve the year's objectives.

A surplus of £2,047 (2023 surplus of £47,473) was added to previous carry forward balances to give funds carried forward of £169,197 (2023: £167,150).

The Charity maintained its planned for restricted reserves level throughout the year, reflecting no unplanned expenditure and a stable financial base to its operations. The Charity's policy in respect of cash funds is to deposit appropriate amounts in separate institutions to minimise exposure risk. CHIRP has no invested funds.

- Aviation funds - £90,562 (2023: £70,406)
- Maritime funds - £67,077 (2023: £90,086)
- General funds - £11,558 (2023: £6,358)

Reserves

The CHIRP Trustees wish to ensure that they can maintain the confidential reporting service through different economic and income cycles.

The reserves policy is intended to ensure sustainability of services in the event of income or expenditure risk materialising, and to include a general reserve fund to give CHIRP flexibility in meeting unbudgeted or unexpected expenditure requirements.

Some funders wish to restrict their funding to one or other of the two main programmes. We therefore hold three funds: an aviation fund, a maritime fund and an unrestricted general reserve fund.

The intention behind the aviation and maritime funds is to ensure that programme delivery can continue smoothly in the event of short-term funding fluctuations. For 2023/24, the target minimums were based on three months operating costs: the aviation fund target was therefore £60,000 and maritime fund equivalent was £69,000.

The intention behind the unrestricted general reserve fund is to be able to meet unexpected additional costs regardless of whether they are due to aviation or maritime programme costs, or shared overhead costs.

Our medium-term goal is to build up an unrestricted general reserve fund of £60,000 (target based on the potential for £20,000 of unbudgeted cost for each programme, plus general overheads).

Progress towards building up the unrestricted general reserve fund will be regularly reviewed and the target updated as appropriate in future years.

Going concern

The Charity's activities, together with the factors likely to affect its future development, performance and position, are set out in this report and the financial summary is provided below:

The Trustees have reviewed the financial position of the Charity, including assumptions about future costs and income and the forecast cash flow through to December 2025. They judge that the assumptions are prudent and realistic; this judgement is informed by the Board's practice throughout the year of routinely reviewing CHIRP's main sources of income, main costs and cost drivers, relationships with key funders and Trustees' own expert knowledge of the external environment.

The cash flow forecast based on these assumptions shows a continuing surplus, with the aviation and maritime funds holding more than the minimum required by the reserves policy. The Trustees are confident that routine reporting at Board meetings will enable timely monitoring of the actual income and costs and that in the event of a reduction in income or unexpected cost, the Charity will have time and capacity to cut costs in line with this. They therefore have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements continue to be prepared on a going concern basis.

THE CHIRP CHARITABLE TRUST REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of The CHIRP Charitable Trust for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the Trustees are required to:

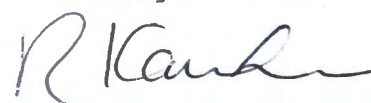
- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charity SORP (Statement of Recommended Practice);
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on a going concern basis, unless it is inappropriate to presume that the charitable company will continue in business.

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

In so far as the Trustees are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware.
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Approved by order of the Board of Trustees on and signed on its behalf by:



Ruth Kaufman OBE – Chair, Board of Trustees

3 October 2024

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE CHIRP CHARITABLE TRUST

Opinion

We have audited the financial statements of The CHIRP Charitable Trust (the 'charitable company') for the year ended 31 March 2024. These comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 March 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended.
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice.
- Have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statement.
- The Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us.
- The financial statements are not in agreement with the accounting records and returns.
- Certain disclosures of Trustees' remuneration specified by law are not made.

- We have not received all the information and explanations we require for our audit.
- The Trustees were not entitled to take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of Trustees

As explained more fully in the Statement of Trustees' Responsibilities, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

Based on our understanding of the charitable company and sector, we identified that the principal risks of non-compliance with laws and regulations related to breaches of employment law, data protection and anti-bribery and corruption legislation, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the financial statements, such as the Charities acts, Companies Act 2006 and UK tax legislation. We evaluated management's

incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks were related to posting inappropriate journal entries to overstate profit and management bias in accounting estimates.

Audit procedures performed by the engagement team included:

- Discussions with management and Trustee directors, including consideration of known or suspected instances of non-compliance with laws and regulations and fraud; identifying and testing journal entries, in particular any journal entries posted with unusual account combinations; and
- As required by ISA 240, incorporating an element of unpredictability into our audit testing.

There are inherent limitations in the audit procedures described above. We are less likely to become aware of instances of non-compliance with laws and regulations that are not closely related to events and transactions reflected in the financial statements. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body for our audit work, for this report, or for the opinions we have formed.



Gavin Whitter.
(Senior Statutory Auditor) for and on behalf of
Gibson Whitter Limited Statutory Auditors

Larch House, Parklands Business Park
Denmead, Hampshire PO7 6XP

Date: 7/16/20

THE CHIRP CHARITABLE TRUST

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted Funds £	Restricted Funds £	31.3.24 Total Funds £	31.3.23 Total Funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	1,000	–	1,000	16,158
Charitable activities	3				
Aviation		–	289,000	289,000	238,200
Maritime		3,900	287,499	291,399	261,487
Investment income	4	5,839	–	5,839	1,334
Total		<u>10,739</u>	<u>576,499</u>	<u>587,238</u>	<u>517,179</u>
EXPENDITURE ON					
Charitable activities	5				
Aviation		–	268,844	268,844	229,015
Maritime		5,539	310,808	316,347	240,691
Total		<u>5,539</u>	<u>579,652</u>	<u>585,191</u>	<u>469,706</u>
NET INCOME/(EXPENDITURE)		5,200	(3,153)	2,047	47,473
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>6,358</u>	<u>160,792</u>	<u>167,150</u>	<u>119,677</u>
TOTAL FUNDS CARRIED FORWARD		<u>11,558</u>	<u>157,639</u>	<u>169,197</u>	<u>167,150</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The Charity has no recognised gains or losses other than those dealt with in the statement of financial activities.

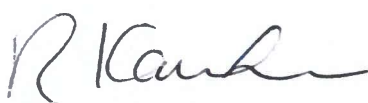
THE CHIRP CHARITABLE TRUST

BALANCE SHEET 31 MARCH 2024

	Notes	31.3.24 £	31.3.23 £
FIXED ASSETS			
Tangible assets	12	1,169	2,308
CURRENT ASSETS			
Debtors	13	2,659	15,338
Cash at bank and in hand		<u>266,982</u>	<u>235,460</u>
		269,641	250,798
CREDITORS			
Amounts falling due within one year	14	<u>(101,613)</u>	<u>(85,956)</u>
NET CURRENT ASSETS		<u>168,028</u>	<u>164,842</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>169,197</u>	<u>167,150</u>
NET ASSETS		<u>169,197</u>	<u>167,150</u>
FUNDS	16		
Unrestricted funds		11,558	6,358
Restricted funds		<u>157,639</u>	<u>160,792</u>
TOTAL FUNDS		<u>169,197</u>	<u>167,150</u>

The financial statements were approved and authorised for issue by the Board of Trustees and on

10 September 2024and were signed on its behalf by:



Ruth Kaufman OBE – Trustee

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The notes form part of these financial statements

THE CHIRP CHARITABLE TRUST

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2024

	Notes	31.3.24 £	31.3.23 £
Cash flows from operating activities			
Cash generated from operations	1	<u>25,683</u>	<u>84,411</u>
Net cash provided by/(used in) operating activities		<u>25,683</u>	<u>84,411</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		–	(1,836)
Interest received		<u>5,839</u>	<u>1,334</u>
Net cash used in investing activities		<u>5,839</u>	<u>(502)</u>
Change in cash and cash equivalents in the reporting period		31,522	83,909
Cash and cash equivalents at the beginning of the reporting period		<u>235,460</u>	<u>151,551</u>
Cash and cash equivalents at the end of the reporting period		<u><u>266,982</u></u>	<u><u>235,460</u></u>

The notes form part of these financial statements

THE CHIRP CHARITABLE TRUST

NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2024

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.24 £	31.3.23 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	2,047	47,473
Adjustments for:		
Depreciation charges	1,139	2,545
Interest received	(5,839)	(1,334)
Decrease/(increase) in debtors	12,679	(8,774)
Increase in creditors	15,657	44,501
Net cash provided by/(used in) operations	<u>25,683</u>	<u>84,411</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 14.23 £	Cash flow £	At 31.3.24 £
Net cash			
Cash at bank and in hand	<u>235,460</u>	<u>31,522</u>	<u>266,982</u>
Total	<u>235,460</u>	<u>31,522</u>	<u>266,982</u>

THE CHIRP CHARITABLE TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

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.

Going concern

The Charity's activities, together with the factors likely to affect its future development, performance and position, are set out in this report and the financial summary is set out below:

The Trustees have reviewed the financial position of the Charity, including assumptions about future costs and income and the forecast cash flow through to December 2025. They judge that the assumptions are prudent and realistic; this judgement is informed by the Board's practice throughout the year of routinely reviewing CHIRP's main sources of income, main costs and cost drivers, relationships with key funders and Trustees' own expert knowledge of the external environment. The cash flow forecast based on these assumptions shows a continuing surplus, with the aviation and maritime funds holding more than the minimum required by the reserves policy. The Trustees are confident that routine reporting at Board meetings will enable timely monitoring of the actual income and costs, and that in the event of a reduction in income or unexpected cost, the Charity will have time and capacity to cut costs in line with this. They therefore have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements continue to be prepared on a going concern basis.

Critical accounting judgements and key sources of estimation uncertainty

In the application of the charitable company's accounting policies, the Trustee directors may be required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on the historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions

to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods. There are currently no critical estimates or judgements requiring disclosure in addition to the accounting policies described.

Income

Income is only deferred when:

- the donor specifies that the grant or donation must only be used in future accounting periods;
- or the donor has imposed conditions which must be met before the Charity has unconditional entitlement.

Investment income is earned through funds held on deposit.

Income from activities to generate funds, such as services provided, and investment income are recognised on a receivable basis.

Volunteers and donated services

The value of services provided by volunteers is not incorporated into these financial statements.

Where goods or services are provided to the Charity as a donation that would normally be purchased from suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the Charity.

Expenditure

Expenditure is recognised when a liability is incurred. Contractual arrangements are recognised as goods or services are supplied.

Charitable activities include expenditure to support the delivery of the Charity's objects. Charitable activities include both the direct costs and support costs relating to these activities.

Support costs include central functions and governance costs and have been allocated to activities on a basis consistent with the use of resources (See note 7).

VAT

The Charity is not registered for VAT and is unable to recover VAT incurred on its expenses. On this basis, all costs are recorded inclusive of VAT within the financial statements throughout the current and previous year.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 15% on cost
Computer equipment	- 33% on cost

Assets over £1,500 are capitalised.

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1. ACCOUNTING POLICIES – continued**Taxation**

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

Fund accounting

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors

or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company contributes to defined contribution pension scheme for each staff member or to a pension scheme of the employee's own choice. Contributions payable are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	Unrestricted Funds	Restricted Funds	31.3.24 £	31.3.23 £
Sponsorship	–	–	–	15,658
Donations	1,000	–	1,000	500
	<u>1,000</u>	<u>–</u>	<u>1,000</u>	<u>16,158</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	31.3.24 £	31.3.23 £
Aviation grants	289,000	238,200
Maritime grants	<u>291,399</u>	<u>261,487</u>
	<u>580,399</u>	<u>499,687</u>

Grants received, included in the above, are as follows:

	31.3.24 £	31.3.23 £
Civil Aviation Authority (CAA)	289,000	238,200
The Seafarers' Charity	59,950	75,000
Trinity House Maritime Charity	46,000	13,333
TK Foundation	51,955	13,154
ITF Seafarers' Trust	65,000	60,000
Thomas Miller P&I (Europe) Ltd	–	10,000
Lloyd's Register Foundation	64,594	65,000
International Foundation for Aids to Navigation (IFAN)	–	25,000
American Club	<u>3,900</u>	<u>–</u>
	<u>580,399</u>	<u>499,687</u>

4. INVESTMENT INCOME

	Unrestricted Funds £	Restricted Funds £	31.3.24 Total funds £	31.3.23 Total funds £
Interest received	<u>5,839</u>	<u>–</u>	<u>5,839</u>	<u>1,334</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct costs (see note 6) £	Support costs (see note 7) £	Totals £
Aviation	202,139	66,705	268,844
Maritime	<u>249,441</u>	<u>66,906</u>	<u>316,347</u>
	<u>451,580</u>	<u>133,611</u>	<u>585,191</u>

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.3.24 £	31.3.23 £
Staff costs	216,565	199,609
Contractors	68,613	66,945
Direct programme costs	60,889	55,657
General office costs	–	210
Travel and meeting costs	22,670	30,328
Projects – maritime programmes	47,386	4,626
Projects – aviation programmes	<u>35,457</u>	<u>15,913</u>
	<u>451,580</u>	<u>373,288</u>

7. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Aviation	62,627	4,078	66,705
Maritime	62,803	4,103	66,906
	<u>125,430</u>	<u>8,181</u>	<u>133,611</u>

Support costs, included in the above, are as follows:

Management:

	Aviation £	Maritime £	31.3.24 Total activities £	31.3.23 Total activities £
Staff costs	20,481	20,481	40,962	33,581
IT software, consumables and website support	15,129	15,351	30,480	21,608
Contractors	8,258	8,258	16,516	2,430
Project – website upgrade	11,805	11,805	23,610	8,719
Travel and meeting costs	2,751	2,752	5,503	4,410
General office costs	3,687	3,533	7,220	12,465
Depreciation of tangible assets	516	623	1,139	2,545
	<u>62,627</u>	<u>62,803</u>	<u>125,430</u>	<u>85,758</u>

Governance costs:

	Aviation £	Maritime £	31.3.24 Total activities £	31.3.23 Total activities £
Auditors' remuneration	3,615	3,615	7,230	8,725
Auditors' remuneration for non audit work	–	–	–	858
Trustee expenses and training	463	488	951	1,077
	<u>4,078</u>	<u>4,103</u>	<u>8,181</u>	<u>10,660</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.24 £	31.3.23 £
Auditors' remuneration	7,230	8,725
Auditors' remuneration for non audit work	–	858
Depreciation – owned assets	<u>1,139</u>	<u>2,545</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

During the year no Trustees received remuneration from the charitable company (31.3.23: £Nil).

Trustees' expenses

During the year, five (31.3.23: three) Trustees were reimbursed expenses by the charitable company for travel and subsistence totalling £928 (31.3.23: £297).

10. STAFF COSTS

	31.3.24 £	31.3.23 £
Wages and salaries	219,286	202,376
Social security costs	19,236	18,791
Other pension costs	18,014	10,909
	<u>256,536</u>	<u>232,076</u>

The average monthly number of employees during the year was as follows:

	31.3.24	31.3.23
Maritime	1	1
Aviation	2	2
Support	2	2
	<u>5</u>	<u>5</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	31.3.24	31.3.23
£60,001 - £70,000	<u>2</u>	<u>2</u>

The full-time equivalent number of employees is 3.5 (31.3.23: 3.5).

The remunerated management personnel of the Charity comprise the Executive Director, Aviation Director, Maritime Director and Finance and Admin Manager/Company Secretary. The total employment benefits including employer's pension contributions were £226,786 (2023: £181,932).

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 MARCH 2023

	Unrestricted Funds £	Restricted Funds £	Total Funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	11,520	4,638	16,158
Charitable activities			
Aviation	–	238,200	238,200
Maritime	–	261,487	261,487
Investment income	1,334	–	1,334
Total	<u>12,854</u>	<u>504,325</u>	<u>517,179</u>
EXPENDITURE ON			
Charitable activities			
Aviation	–	229,015	229,015
Maritime	6,496	234,195	240,691
Total	<u>6,496</u>	<u>463,210</u>	<u>469,706</u>
NET INCOME	6,358	41,115	47,473
RECONCILIATION OF FUNDS			
Total funds brought forward			
As previously reported	–	130,977	130,977
Prior year adjustment	–	(11,300)	(11,300)
As restated	–	119,677	119,677
TOTAL FUNDS CARRIED FORWARD	<u>6,358</u>	<u>160,792</u>	<u>167,150</u>

12. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2023 and 31 March 2024	848	9,966	10,814
DEPRECIATION			
At 1 April 2023	848	7,658	8,506
Charge for year	–	1,139	1,139
At 31 March 2024	<u>848</u>	<u>8,797</u>	<u>9,645</u>
NET BOOK VALUE			
At 31 March 2024	<u>–</u>	<u>1,169</u>	<u>1,169</u>
At 31 March 2023	<u>–</u>	<u>2,308</u>	<u>2,308</u>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24 £	31.3.23 £
Prepayments and accrued income	2,659	15,338

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24 £	31.3.23 £
Trade creditors	18,834	13,374
Social security and other taxes	6,606	6,422
Other creditors	5,693	2,968
Deferred income	44,149	46,128
Accrued expenses	26,331	17,064
	<u>101,613</u>	<u>85,956</u>

Deferred income

Deferred income comprises grants received in advance.

	31.3.24 £	31.3.23 £
Balance brought forward	46,128	11,300
Amount released to incoming resources	(46,128)	(11,300)
Amount deferred in the year	44,149	46,128
Balance carried forward	<u>44,149</u>	<u>46,128</u>

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	31.3.24 Total Funds £	31.3.23 Total Funds £
Fixed assets	–	1,169	1,169	2,308
Current assets	11,558	258,083	269,641	250,798
Current liabilities	–	(101,613)	(101,613)	(85,956)
	<u>11,558</u>	<u>157,639</u>	<u>169,197</u>	<u>167,150</u>

16. MOVEMENT IN FUNDS

	At 1.4.23	Incoming resources	Resources expended	Prior year adjustments	Transfer between funds	At 31.3.24
	£	£	£	£	£	£
Unrestricted funds						
General fund	6,358	10,739	(5,539)	–	–	11,558
Restricted funds						
Aviation programme	70,406	289,000	(268,844)	–	–	90,562
Maritime programme – General	49,575	–	–	–	–	49,575
Maritime programme – Lloyd's Register Foundation	10,104	64,594	(69,619)	–	–	5,079
Maritime programme – Thomas Miller	73	–	–	–	–	73
Maritime programme - IFAN Group	12,445	–	(12,434)	–	–	11
Maritime programme – ITF Seafarers' Trust	–	65,000	(64,974)	–	–	26
Maritime programme - TK Foundation	13,040	51,955	(64,339)	–	–	656
Maritime programme - The Seafarers' Charity	11,695	59,950	(66,504)	–	–	5,141
Maritime programme - Trinity House	(6,546)	46,000	(32,938)	–	–	6,516
Total Restricted funds	<u>160,792</u>	<u>576,499</u>	<u>(579,652)</u>	<u>–</u>	<u>–</u>	<u>157,639</u>
TOTAL FUNDS	<u><u>167,150</u></u>	<u><u>587,238</u></u>	<u><u>(585,191)</u></u>	<u><u>–</u></u>	<u><u>–</u></u>	<u><u>169,197</u></u>

16. MOVEMENT IN FUNDS – continued**Comparatives for movements in funds**

	At 1.4.22	Incoming resources	Resources expended	Prior year adjustments	Transfer between funds	At 31.3.23
	£	£	£	£	£	£
Unrestricted funds						
General fund	–	12,854	(6,496)	–	–	6,358
Restricted funds						
Aviation programme	72,551	238,200	(229,045)	(11,300)	–	70,406
Maritime programme – General	51,848	4,638	(6,911)	–	–	49,575
Maritime programme – Annual Digest	6,578	–	(6,578)	–	–	–
Maritime programme – Lloyd's Register Foundation	–	65,000	(54,896)	–	–	10,104
Maritime programme – Thomas Miller	–	10,000	(9,927)	–	–	73
Maritime programme - IFAN Group	–	25,000	(12,555)	–	–	12,445
Maritime programme – ITF Seafarers' Trust	–	60,000	(60,000)	–	–	–
Maritime programme - TK Foundation	–	13,154	(114)	–	–	13,040
Maritime programme - The Seafarers' Charity	–	75,000	(63,305)	–	–	11,695
Maritime programme - Trinity House	–	13,333	(19,879)	–	–	(6,546)
Total Restricted funds	<u>130,977</u>	<u>504,325</u>	<u>(463,210)</u>	<u>(11,300)</u>	<u>–</u>	<u>160,792</u>
TOTAL FUNDS	<u>130,977</u>	<u>517,179</u>	<u>(469,706)</u>	<u>(11,300)</u>	<u>–</u>	<u>167,150</u>

There were no unrestricted funds in the prior year.

16. MOVEMENT IN FUNDS – continued

Funds are restricted as follows:

Aviation programme

Funding to support an independent, voluntary, confidential reporting system. This also covers the general costs associated with running such a system.

Maritime programme – General

Funding to support CHIRP's general maritime activities offering an independent, voluntary, confidential reporting medium to those working in maritime.

Maritime programme – Annual Digest (2023 only)

Fund to support the production of the CHIRP Maritime Annual Digest.

Maritime programme – Lloyd's Register Foundation

Funding support for core programme costs, database upgrades, development and coding and international travel to raise awareness of the programme.

Maritime programme – Thomas Miller

To promote safety and awareness for international seafarers.

Maritime programme – IFAN Group

Funding to produce animations to address safety topics in the maritime community.

Maritime programme – ITF Seafarers' Trust

To promote safety and awareness for international seafarers.

Maritime programme – TK Foundation

Supporting the core costs of the maritime programme and advancing CHIRP's operation in the maritime community.

Maritime programme – The Seafarers' Charity

Supporting the core costs of the maritime programme.

Maritime programme – Trinity House

To promote safety and awareness for international seafarers.

17. EMPLOYEE BENEFIT OBLIGATIONS

The Charity contributes to a multi-stakeholder defined contribution pension scheme for its employees, which the Charity has selected. Alternatively, employees can opt for the employer contributions to be made to a pension scheme of their own choice.

The employer's contribution to pension schemes on behalf of its employees during the year was £18,014 (2023: £10,909). At the balance sheet date £4,273 (2023: £Nil) was payable in respect of pension contributions.

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

19. ULTIMATE CONTROLLING PARTY

The charitable company is under the control of its members. No one member has control of the charitable company.

CHIRP

5th Floor
167-169 Great Portland Street
London W1W 5PF
www.chirp.co.uk

