

U.K. COUNCIL FOR GRADUATE EDUCATION

England & Wales · Charity number 1061495

Details

Other names U K C G E

Status Registered

Legal form Other

Registered 1997-03-22

Register [View on the Charity Commission register](#)

Contact

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Activities

Objects: FOR THE PUBLIC BENEFIT TO ADVANCE THE EDUCATION OF GRADUATES.

Activities: UKCGE aims to advance graduate education in all academic disciplines in the UK. It does this through a range of activities such as the organisation of conferences and workshops focusing on topical issues, and the publication of reports and newsletters. UKCGE also promotes and conducts research surveys into graduate education, and provides postgraduate information to all interested parties.

Classification

- **How:** Provides Services, Acts As An Umbrella Or Resource Body
- **What:** Education/training
- **Who:** Other Charities Or Voluntary Bodies, Other Defined Groups

Geography

- **Area of benefit:** UNITED KINGDOM
- Northern Ireland
- Scotland

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£404,745	£385,232	-	-
2024-07-31	£386,255	£324,045	-	-
2023-07-31	£284,015	£239,419	-	-
2022-07-31	£239,096	£225,035	-	-
2021-07-31	£247,004	£204,749	-	-

Trustees

Name	Role	Appointed
Associate Professor Michelle Morgan		2018-07-02
Carolyn Laura Wynne		2021-06-30
Dr James Bruce		2020-11-18
Dr James Burford		2025-03-12
Dr Janet Carton		2023-03-24
Dr Karen Clegg		2020-11-18
Dr Kay Guccione		2024-03-22
Dr Rebekah Smith McGloin		2024-03-22
Dr Tina Ramkalawan		2020-11-30
Elizabeth Halton		2023-03-24
Susanna Broom		2025-03-12
William Luke Windsor		2025-03-12

U.K. COUNCIL FOR GRADUATE EDUCATION

England & Wales - Charity number 1061495

Accounts

Charity registration number 1061495 (England and Wales)

**UK COUNCIL FOR GRADUATE EDUCATION
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2025**

UK COUNCIL FOR GRADUATE EDUCATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Dr James Bruce
Associate Professor Michelle Morgan
Dr Karen Clegg
Dr Tina Ramkalawan
Carolyn Wynne
Dr Janet Carton
Elizabeth Halton
Dr Rebekah Smith McGloin
Dr Kay Guccione
Professor Paul Wakeling
Professor W L Windsor (Appointed 12 March 2025)
Ms S Broom (Appointed 12 March 2025)
Dr J Burford (Appointed 12 March 2025)
Dr R S Arnold (Appointed 12 March 2025)

Charity registration

England and Wales 1061495

Auditor

Haslehursts Limited
88 Hill Village Road
Sutton Coldfield
West Midlands
England
B75 5BE

UK COUNCIL FOR GRADUATE EDUCATION

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UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JULY 2025

The trustees present their annual report and financial statements for the year ended 31 July 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the council's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)".

Objectives and activities

The Executive Committee have complied with the public benefit guidance issued by the Charities Commission.

The UK Council for Graduate Education is established for the public benefit to maintain and advance the education of graduates within the UK and to enhance the excellence of UK postgraduate education.

These are currently defined in the following ways:

UKCGE promotes:

- the interests of graduate education across all disciplines
- a distinct identity for graduate education and research in Higher Education
- quality measures for graduate education and research conducted in HEIs
- the effective leadership and management of postgraduate students
- the effective provision and funding of graduate education
- the status, education and training of postgraduate students
- effective infrastructural provisions for graduate education (including funding)
- equal opportunities for students in graduate education
- the professional development and status of staff and supervisors in HEIs

The Council is:

- an authoritative voice for the HE sector on postgraduate activity in the UK
- a developer and communicator on policy relating to postgraduate education
- a developer and promoter of best practice in the delivery of postgraduate programmes
- a developer and promoter of best practice in the administration of postgraduate programmes
- a provider of appropriate information, services and publications for these issues

The Council offer year on year as follows:

- The organisation of at least two multi-day conferences per annum
- The organisation of a number of workshops per annum
- The organisation of specialist seminars
- The publication of conference and workshops summaries
- The publication of monthly e-newsletters
- The publication of event papers and presentations
- Networking opportunities to promote the sharing of good practice
- The maintenance of the current membership base
- The maintenance and development of the Council's website, providing postgraduate data and information, downloadable UKCGE literature and information and links to other organisations
- The development of postgraduate data and intelligence

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

Achievements and performance

Significant activities and achievements against objectives

In 2024/25 we ran 26 events, with over 3,000 attendances from representatives of the postgraduate sector. Highlights from our events programme include: our second annual conference on equity, diversity and inclusion which focused on racial equity; and our annual conference which took place at UCL and explored the diverse impacts of postgraduate education. Our events all seek to foster collaborations on how best to develop postgraduate education. Some of our meetings were held under the Chatham House Rule so participants could speak confidentially about the challenges they were facing, both within their institutions and in relation to policies set by national bodies.

All our meetings are led by volunteers, themselves representatives of the postgraduate sector. UKCGE staff work with our volunteers to frame a discussion, but we also consult with our networks to ensure that we are responding to their needs.

In addition to our well-regarded events programme, we have continued to develop our research outputs: including delivering the second UK Research Supervision Survey, which gathered 5,174 responses from all those involved in doctoral supervision. Our research reports and publications have been widely circulated among member institutions, cited by other national bodies such as UKRI, and referenced in a wide array of academic literature. In addition, in 2024/25 we published over 30 news items which highlighted key issues for the postgraduate sector.

We have continued to develop our business model – in particular, we have been mindful that our stakeholders now prefer online meetings where possible and have adapted accordingly. In sum, we have maintained the variety and vibrancy of our events programme, raised our profile and influence, and published important research on the postgraduate sector.

Financial review

The Council is reliant on the income from its membership fees, sponsorship, annual conferences and programme of workshops which totalled £404,745 in 2024-2025, compared to £386,255 in the previous year.

Overall expenditure was £385,232 in 2024-2025 compared to £324,045 in the previous year, allowing the Council to end the year with a surplus of £19,513 compared to a surplus of £62,210 in the previous year.

Reserves policy

It is the policy of the council that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the council's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

Structure, governance and management

UKCGE is the UK Council for Graduate Education. It was founded in 1994 under the Chairship of Professor Robert Burgess to champion the interest of graduate education.

The UK Council for Graduate Education is the representative body for postgraduate education in the UK, and the third largest organisation of its kind in the world. The Council's mission is to champion and enhance postgraduate education and research by enabling collective leadership on the development of postgraduate affairs across UK HEIs, research agencies and funding bodies. It does this by providing learning and professional development events, commissioning research, sharing best-practice developments. And by gathering information and evidence to support policies which promote a strong and sustainable postgraduate sector.

UKCGE was granted Charitable Status in 1997 by the Charity Commission for England and Wales (Registered charity number 1061495).

As a not-for-profit organisation, the Council is committed to the following principles: that graduate education contributes to the wider public good; that postgraduate education should be open and available to those capable of undertaking it; and that the UK Higher Education Institutions must meet the needs of postgraduate students in the 21st century.

Governing Document

The Council has a Constitution dating from 1994 which specifies how it is governed and makes provision for certain administrative structures. This is periodically reviewed and updated as necessary after consultation with the full membership. The Constitution was most recently updated in July 2021.

The trustees who served during the year and up to the date of signature of the financial statements were:

Professor D Cleaver	(Resigned 20 March 2025)
Dr James Bruce	
Dr Janet De Wilde	(Resigned 20 March 2025)
Professor Julie Sheldon	(Resigned 20 March 2025)
Associate Professor Michelle Morgan	
Dr Karen Clegg	
Dr Tina Ramkalawan	
Rachel Van Krimpen	(Resigned 20 March 2025)
Carolyn Wynne	
Hala Mansour	(Resigned 20 March 2025)
Dr Janet Carton	
Elizabeth Halton	
Dr Rebekah Smith McGloin	
Dr Kay Guccione	
Professor Paul Wakeling	
Professor W L Windsor	(Appointed 12 March 2025)
Ms S Broom	(Appointed 12 March 2025)
Dr J Burford	(Appointed 12 March 2025)
Dr R S Arnold	(Appointed 12 March 2025)

Recruitment and appointment of trustees

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

Organisational structure

Governing Bodies

The Council is managed by an Executive Committee, consisting of elected individuals from full member institutions of the Council. Members of the Executive Committee serve a three year term. The Executive Committee can co-opt a further 4 Committee Members, who serve for a one year term. Executive Committee members are the trustees of the Charity, and are legally responsible for the overall management and control of the Council. They meet at least three times a year.

There are two sub-committees of the Executive Committee: the Officers' Committee; and the Audit Committee. The Officers' Committee is comprised of: Chair, Vice-Chair, Honorary Secretary and Honorary Treasurer. These posts are filled by election requiring a simple majority of the Executive Committee. The posts are filled for three years in the case of the Chair and Treasurer and two years in the case of the Vice-Chair and the Honorary Secretary. The Audit Committee is comprised of 3 members from the Executive Committee, including the Treasurer, Vice-Chair and one other representative.

The induction process for newly elected Executive Committee Members comprises of an informal meeting with the Chair and the Director before attendance at the Executive Committee meeting in September. The Executive Committee handbook and welcome pack provided to each new member includes: a brief history of the Council, copies of the last three sets of Executive Committee and Officers minutes, a copy of the latest annual review including accounts and a copy of the Constitution.

Other matters

Council Staff

The Council is recharged on a monthly basis by Staffordshire University for the Director, Events Officer, Communications Officer, and the Administrative Officer. These members of staff act as the first point of contact for the Council and are responsible for the day to day running of the Council, managing the programme of Council events and implementing policy and strategy agreed by the Director and the Executive Committee.

Members

Over 90% of UK Higher Education institutions are full members of the UK Council for Graduate Education. The Council also accepts associate membership from overseas HEIs and from organisations with an interest in postgraduate affairs. Retired individuals and independent scholars with an interest in postgraduate education may also apply for individual membership of the Council.

The Council welcomes and values feedback from all its members, as well as delegates who attend the various workshops and conferences run throughout the year. Feedback is actively sought through feedback forms for delegates at Council events and is also regularly received by email, telephone and through the Council's website. The direction of the Council, in particular its programme of events, is influenced by this feedback.

Risk Management

The Executive Committee and the Director are responsible for the management of the risks faced by the Council. As such, risks are identified, assessed and controls established throughout the year.

The key controls used by the Council include:

- formal agenda and detailed minutes and action points for all Officers and Executive Committee activity;
- annual review of the risk register by the Audit Committee and subsequently the Executive Committee;
- detailed terms of reference for all Committees and working groups;
- comprehensive strategic planning, budgeting and management accounting;
- established organisational structure and lines of reporting;
- formal written policies;
- clear authorisation and approval levels.

Through the risk management processes established for the Council, the Executive Committee are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that these systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

Reserves Policy

The Council's current reserves at 31 July 2025 are £372,502.

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



.....
Dr Rebekah Smith McGloin

Trustee

Date: 11/02/26

UK COUNCIL FOR GRADUATE EDUCATION

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 JULY 2025

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 council and of the incoming resources and application of resources of the council for that year.

In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the council and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

UK COUNCIL FOR GRADUATE EDUCATION

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF UK COUNCIL FOR GRADUATE EDUCATION

Opinion

We have audited the financial statements of UK Council for Graduate Education (the 'council') for the year ended 31 July 2025 which comprise the statement of financial activities, the statement of financial position and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 July 2025 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

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 *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the council 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 council'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 other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. 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 course of 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

UK COUNCIL FOR GRADUATE EDUCATION

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF UK COUNCIL FOR GRADUATE EDUCATION

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees 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 council'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 cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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 an auditor's report 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. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We focused on laws and regulations which could give rise to a material misstatements in the annual report, including, but not limited to the Charities Act 2011. Our tests included agreeing the annual report disclosures to underlying supporting documentation, enquiries with management and third party representatives. There are inherent limitations in the audit procedures described above and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the annual report, the less likely we would become aware of it. We did not identify any key audit matters relating to irregularities, including fraud. As in all our audits, we also addressed the risk of management override of internal controls, including testing and evaluating whether there was evidence of bias by the directors that represented a risk of material misstatement due to fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of the instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Other matters

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

UK COUNCIL FOR GRADUATE EDUCATION

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF UK COUNCIL FOR GRADUATE EDUCATION

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

S P Penfold

Stuart Penfold (Senior Statutory Auditor)

For and on behalf of Haslehursts Limited, Statutory Auditor

Chartered Accountants

88 Hill Village Road

Sutton Coldfield

West Midlands

B75 5BE

England

Date: *16.02.2026*

UK COUNCIL FOR GRADUATE EDUCATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JULY 2025

	Notes	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Income from:			
Charitable activities	3	401,443	383,802
Investments	4	3,302	2,453
Total income		<u>404,745</u>	<u>386,255</u>
Expenditure on:			
Charitable activities	5	385,232	324,045
Total expenditure		<u>385,232</u>	<u>324,045</u>
Net income and movement in funds		<u>19,513</u>	<u>62,210</u>
Reconciliation of funds:			
Fund balances at 1 August 2024		<u>352,989</u>	<u>290,779</u>
Fund balances at 31 July 2025		<u>372,502</u>	<u>352,989</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

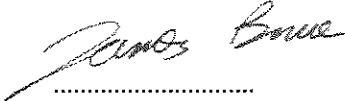
UK COUNCIL FOR GRADUATE EDUCATION

STATEMENT OF FINANCIAL POSITION

AS AT 31 JULY 2025

	Notes	2025		2024	
		£	£	£	£
Fixed assets					
Tangible assets	11		14,404		27,937
Current assets					
Debtors	12	32,975		11,460	
Cash at bank and in hand		339,331		343,760	
		<u>372,306</u>		<u>355,220</u>	
Creditors: amounts falling due within one year	13	<u>(14,208)</u>		<u>(30,168)</u>	
Net current assets			<u>358,098</u>		<u>325,052</u>
Total assets less current liabilities			<u>372,502</u>		<u>352,989</u>
The funds of the council					
Unrestricted funds	14		<u>372,502</u>		<u>352,989</u>
			<u>372,502</u>		<u>352,989</u>

The financial statements were approved by the trustees on ...11.02.2026.



.....
Dr James Bruce
Trustee

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2025

1 Accounting policies

Charity information

The UK Council for Graduate Education is a registered charity in England and Wales. The address of the charity is given in the charity information on page 1 of these financial statements. The nature of the Charity's operations and principal activities are disclosed in the Trustees Report.

1.1 Basis of preparation

The financial statements have been prepared in accordance with the council's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)". The council is a Public Benefit Entity as defined by FRS 102.

The council has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

The charity has a single unrestricted fund available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

1.4 Income

All income is recognised once the charity has entitlement to the income, it is certain that income will be received and the monetary values of income can be measured with sufficient reliability.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

1 Accounting policies

(Continued)

Derecognition of financial liabilities

Financial liabilities are derecognised when the council's contractual obligations expire or are discharged or cancelled.

2 Critical accounting estimates and judgements

In the application of the council's accounting policies, the trustees are 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 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Provision of further educational support		
Provision of education services	401,443	383,802
	<u>401,443</u>	<u>383,802</u>

4 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	3,302	2,453
	<u>3,302</u>	<u>2,453</u>

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

5 Expenditure on charitable activities

	Educational support expenditure 2025 £	Educational support expenditure 2024 £
Direct costs		
Staff costs	228,312	173,467
Depreciation and impairment	13,533	13,626
Conference and workshop costs	77,623	80,496
Printing and publicity costs	10,184	8,385
Research expenditure into post graduate students data	16,792	12,022
Staff development	1,846	437
Rent	9,009	9,009
Bank charges	8,445	11,176
Insurance	1,475	1,337
Bad debts	1,639	1,295
Executive committee costs	5,934	2,647
Sundry Expenses	3,192	2,030
	<u>377,984</u>	<u>315,927</u>
Share of support and governance costs (see note 6)		
Governance	7,248	8,118
	<u>385,232</u>	<u>324,045</u>
Analysis by fund		
Unrestricted funds	<u>385,232</u>	<u>324,045</u>

6 Support costs allocated to activities

	Educational support expenditure 2025 £	Total 2024 £
Governance	7,248	8,118
	<u>7,248</u>	<u>8,118</u>
Governance costs comprise:	2025 £	2024 £
Audit fees	7,248	8,118
	<u>7,248</u>	<u>8,118</u>

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

7 Net movement in funds	2025	2024
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	7,248	8,118
Depreciation of owned tangible fixed assets	13,533	13,626
	<u> </u>	<u> </u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the council during the year.

9 Employees

The average monthly number of employees during the year was:

	2025	2024
	Number	Number
Total	-	-
	<u> </u>	<u> </u>

Employment costs

	2025	2024
	£	£
Wages and salaries	228,312	173,467
	<u> </u>	<u> </u>

The council does not have any employees. All wages and salaries are borne from Staffordshire University and are recharged to the council on a monthly basis.

There were no employees whose annual remuneration was more than £60,000.

10 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

11	Tangible fixed assets		
			Computers and website £
	Cost		
	At 1 August 2024		61,915
	At 31 July 2025		<u>61,915</u>
	Depreciation and impairment		
	At 1 August 2024		33,978
	Depreciation charged in the year		<u>13,533</u>
	At 31 July 2025		<u>47,511</u>
	Carrying amount		
	At 31 July 2025		<u>14,404</u>
	At 31 July 2024		<u><u>27,937</u></u>
12	Debtors		
		2025	2024
		£	£
	Amounts falling due within one year:		
	Trade debtors	32,457	10,870
	Prepayments and accrued income	<u>518</u>	<u>590</u>
		<u>32,975</u>	<u>11,460</u>
		<u><u>32,975</u></u>	<u><u>11,460</u></u>
13	Creditors: amounts falling due within one year		
		2025	2024
		£	£
	Other creditors	595	595
	Accruals and deferred income	<u>13,613</u>	<u>29,573</u>
		<u>14,208</u>	<u>30,168</u>
		<u><u>14,208</u></u>	<u><u>30,168</u></u>

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2025

14 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 August 2024 £	Incoming resources £	Resources expended £	At 31 July 2025 £
General funds	352,989	404,745	(385,232)	372,502
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Previous year:	At 1 August 2023 £	Incoming resources £	Resources expended £	At 31 July 2024 £
General funds	290,779	386,255	(324,045)	352,989
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

15 Related party transactions

The total number of trustees who claimed reimbursement of expenses during the financial year was 7 (2024 - 6).

The amount reimbursed of £1,768 (2024 - £1,941) relates wholly to travel and subsistence.

U.K. COUNCIL FOR GRADUATE EDUCATION

England & Wales - Charity number 1061495

Accounts

Charity registration number 1061495 (England and Wales)

**UK COUNCIL FOR GRADUATE EDUCATION
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2024**

UK COUNCIL FOR GRADUATE EDUCATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Professor D Cleaver
Dr James Bruce
Dr Janet De Wilde
Professor Julie Sheldon
Associate Professor Michelle Morgan
Dr Karen Clegg
Dr Tina Ramkalawan
Rachel Van Krimpen
Carolyn Wynne
Hala Mansour
Dr Janet Carton
Elizabeth Halton
Dr Rebekah Smith McGloin (Appointed 22 March 2024)
Dr Kay Guccione (Appointed 22 March 2024)
Professor Paul Wakeling (Appointed 19 July 2024)

Charity number (England and Wales)

1061495

Auditor

Haslehursts Limited
88 Hill Village Road
Sutton Coldfield
West Midlands
England
B75 5BE

UK COUNCIL FOR GRADUATE EDUCATION

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UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JULY 2024

The trustees present their annual report and financial statements for the year ended 31 July 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the council's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)".

Objectives and activities

The Executive Committee have complied with the public benefit guidance issued by the Charities Commission.

The UK Council for Graduate Education is established for the public benefit to maintain and advance the education of graduates within the UK and to enhance the excellence of UK postgraduate education.

These are currently defined in the following ways:

UKCGE promotes:

- the interests of graduate education across all disciplines
- a distinct identity for graduate education and research in Higher Education
- quality measures for graduate education and research conducted in HEIs
- the effective leadership and management of postgraduate students
- the effective provision and funding of graduate education
- the status, education and training of postgraduate students
- effective infrastructural provisions for graduate education (including funding)
- equal opportunities for students in graduate education
- the professional development and status of staff and supervisors in HEIs

The Council is:

- an authoritative voice for the HE sector on postgraduate activity in the UK
- a developer and communicator on policy relating to postgraduate education
- a developer and promoter of best practice in the delivery of postgraduate programmes
- a developer and promoter of best practice in the administration of postgraduate programmes
- a provider of appropriate information, services and publications for these issues

The Council offer year on year as follows:

- The organisation of at least two multi-day conferences per annum
- The organisation of a number of workshops per annum
- The organisation of specialist seminars
- The publication of conference and workshops summaries
- The publication of monthly e-newsletters
- The publication of event papers and presentations
- Networking opportunities to promote the sharing of good practice
- The maintenance of the current membership base
- The maintenance and development of the Council's website, providing postgraduate data and information, downloadable UKCGE literature and information and links to other organisations
- The development of postgraduate data and intelligence

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2024

Achievements and performance

Significant activities and achievements against objectives

In 2023/24 we ran 30 events, bringing together over 2,000 representatives of the postgraduate sector to collaborate on how best to develop postgraduate education. Some of our meetings were held under the Chatham House Rule so participants could speak confidentially about the challenges they were facing, both within their institutions and in relation to policies set by national bodies.

All our meetings are led by volunteers, themselves representatives of the postgraduate sector. UKCGE staff work with our volunteers to frame a discussion, but we also consult with our networks to ensure that we are responding to their needs.

In addition to these discussions, we have continued to develop our research outputs: including collaborating on a major research project led by the University of York, on behalf of Research England on improvements to the professional development of research supervisors. Our research reports and publications have been widely circulated among member institutions, cited by other national bodies such as UKRI, and referenced in a wide array of academic literature.

2023/24 has been another extremely active year for the Council, during which we appointed a new Policy and Research Officer. We have continued to accommodate new ways of working post pandemic – in particular, we have been mindful that our stakeholders now prefer online meetings where possible. We have maintained the variety and vibrancy of our events programme and published important research on the postgraduate sector. This highly successful activity has once again resulted in a significant increase in the profile of the Council as a major stakeholder in improving the quality of postgraduate education in the UK and beyond.

Financial review

The Council is reliant on the income from its membership fees, sponsorship, annual conferences and programme of workshops which totalled £386,255 in 2023-2024, compared to £284,015 in the previous year.

Overall expenditure was £324,045 in 2023-2024 compared to £239,419 in the previous year, allowing the Council to end the year with a surplus of £62,210 compared to a surplus of £44,596 in the previous year.

Reserves policy

It is the policy of the council that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the council's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2024

Structure, governance and management

UKCGE is the UK Council for Graduate Education. It was founded in 1994 under the Chairship of Professor Robert Burgess to champion the interest of graduate education.

The UK Council for Graduate Education is the representative body for postgraduate education in the UK, and the third largest organisation of its kind in the world. The Council's mission is to champion and enhance postgraduate education and research by enabling collective leadership on the development of postgraduate affairs across UK HEIs, research agencies and funding bodies. It does this by providing learning and professional development events, commissioning research, sharing best-practice developments. And by gathering information and evidence to support policies which promote a strong and sustainable postgraduate sector.

UKCGE was granted Charitable Status in 1997 by the Charity Commission for England and Wales (Registered charity number 1061495).

As a not-for-profit organisation, the Council is committed to the following principles: that graduate education contributes to the wider public good; that postgraduate education should be open and available to those capable of undertaking it; and that the UK Higher Education Institutions must meet the needs of postgraduate students in the 21st century.

Governing Document

The Council has a Constitution dating from 1994 which specifies how it is governed and makes provision for certain administrative structures. This is periodically reviewed and updated as necessary after consultation with the full membership. The Constitution was most recently updated in July 2021.

The trustees who served during the year and up to the date of signature of the financial statements were:

Professor D Cleaver

Dr James Bruce

Dr Janet De Wilde

Professor Julie Sheldon

Associate Professor Michelle Morgan

Dr Karen Clegg

Dr Tina Ramkalawan

Rachel Van Krimpen

Carolyn Wynne

Hala Mansour

Dr Janet Carton

Elizabeth Halton

Dr Rebekah Smith McGloin

(Appointed 22 March 2024)

Dr Kay Guccione

(Appointed 22 March 2024)

Professor Paul Wakeling

(Appointed 19 July 2024)

Dr Gale Macleod

(Resigned 2 September 2023)

Recruitment and appointment of trustees

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2024

Organisational structure

Governing Bodies

The Council is managed by an Executive Committee, consisting of elected individuals from full member institutions of the Council. Members of the Executive Committee serve a three year term. The Executive Committee can co-opt a further 4 Committee Members, who serve for a one year term. Executive Committee members are the trustees of the Charity, and are legally responsible for the overall management and control of the Council. They meet at least three times a year.

There are two sub-committees of the Executive Committee: the Officers' Committee; and the Audit Committee. The Officers' Committee is comprised of: Chair, Vice-Chair, Honorary Secretary and Honorary Treasurer. These posts are filled by election requiring a simple majority of the Executive Committee. The posts are filled for three years in the case of the Chair and Treasurer and two years in the case of the Vice-Chair and the Honorary Secretary. The Audit Committee is comprised of 3 members from the Executive Committee, including the Treasurer, Vice-Chair and one other representative.

The induction process for newly elected Executive Committee Members comprises of an informal meeting with the Chair and the Director before attendance at the Executive Committee meeting in September. The Executive Committee handbook and welcome pack provided to each new member includes: a brief history of the Council, copies of the last three sets of Executive Committee and Officers minutes, a copy of the latest annual review including accounts and a copy of the Constitution.

Other matters

Council Staff

The Council is recharged on a monthly basis by Staffordshire University for the Director, Events Officer, Communications Officer, and the Administrative Officer. These members of staff act as the first point of contact for the Council and are responsible for the day to day running of the Council, managing the programme of Council events and implementing policy and strategy agreed by the Director and the Executive Committee.

Members

Over 90% of UK Higher Education institutions are full members of the UK Council for Graduate Education. The Council also accepts associate membership from overseas HEIs and from organisations with an interest in postgraduate affairs. Retired individuals and independent scholars with an interest in postgraduate education may also apply for individual membership of the Council.

The Council welcomes and values feedback from all its members, as well as delegates who attend the various workshops and conferences run throughout the year. Feedback is actively sought through feedback forms for delegates at Council events and is also regularly received by email, telephone and through the Council's website. The direction of the Council, in particular its programme of events, is influenced by this feedback.

Risk Management

The Executive Committee and the Director are responsible for the management of the risks faced by the Council. As such, risks are identified, assessed and controls established throughout the year.

The key controls used by the Council include:

- formal agenda and detailed minutes and action points for all Officers and Executive Committee activity;
- annual review of the risk register by the Audit Committee and subsequently the Executive Committee;
- detailed terms of reference for all Committees and working groups;
- comprehensive strategic planning, budgeting and management accounting;
- established organisational structure and lines of reporting;
- formal written policies;
- clear authorisation and approval levels.

Through the risk management processes established for the Council, the Executive Committee are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that these systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2024

Reserves Policy

The Council's current reserves at 31 July 2024 are £352,989.

Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 council and of the incoming resources and application of resources of the council for that year.

In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the council and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the council and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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



Professor D Cleaver

Trustee

26 February 2025

UK COUNCIL FOR GRADUATE EDUCATION

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF UK COUNCIL FOR GRADUATE EDUCATION

Opinion

We have audited the financial statements of UK Council for Graduate Education (the 'council') for the year ended 31 July 2024 which comprise the statement of financial activities, the statement of financial position and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 July 2024 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

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 *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the council 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 council'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 other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. 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 course of 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
 - sufficient accounting records have not been kept; or
 - the financial statements are not in agreement with the accounting records; or
 - we have not received all the information and explanations we require for our audit.
-

UK COUNCIL FOR GRADUATE EDUCATION

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF UK COUNCIL FOR GRADUATE EDUCATION

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees 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 council'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 cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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 an auditor's report 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. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We focused on laws and regulations which could give rise to a material misstatements in the annual report, including, but not limited to the Charities Act 2011. Our tests included agreeing the annual report disclosures to underlying supporting documentation, enquiries with management and third party representatives. There are inherent limitations in the audit procedures described above and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the annual report, the less likely we would become aware of it. We did not identify any key audit matters relating to irregularities, including fraud. As in all our audits, we also addressed the risk of management override of internal controls, including testing and evaluating whether there was evidence of bias by the directors that represented a risk of material misstatement due to fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of the instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Other matters

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

UK COUNCIL FOR GRADUATE EDUCATION

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF UK COUNCIL FOR GRADUATE EDUCATION

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Stuart Penfold (Senior Statutory Auditor)

For and on behalf of Haslehursts Limited, Statutory Auditor

Chartered Accountants

88 Hill Village Road

Sutton Coldfield

West Midlands

B75 5BE

England

Date:

UK COUNCIL FOR GRADUATE EDUCATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JULY 2024

	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income from:			
Charitable activities	3	383,802	282,796
Investments	4	2,453	1,219
Total income		386,255	284,015
Expenditure on:			
Charitable activities	5	324,045	239,419
Total expenditure		324,045	239,419
Net income and movement in funds		62,210	44,596
Reconciliation of funds:			
Fund balances at 1 August 2023		290,779	246,183
Fund balances at 31 July 2024		352,989	290,779

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

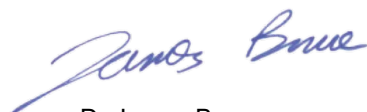
UK COUNCIL FOR GRADUATE EDUCATION

STATEMENT OF FINANCIAL POSITION

AS AT 31 JULY 2024

	Notes	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	11		27,937		41,563
Current assets					
Debtors	12	11,460		10,191	
Cash at bank and in hand		343,760		277,600	
		<u>355,220</u>		<u>287,791</u>	
Creditors: amounts falling due within one year	13	<u>(30,168)</u>		<u>(38,575)</u>	
Net current assets			325,052		249,216
Total assets less current liabilities			<u>352,989</u>		<u>290,779</u>
The funds of the council					
Unrestricted funds	14		352,989		290,779
			<u>352,989</u>		<u>290,779</u>

The financial statements were approved by the trustees on 26 February 2025



Dr James Bruce
Trustee

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2024

1 Accounting policies

Charity information

The UK Council for Graduate Education is a registered charity in England and Wales. The address of the charity is given in the charity information on page 1 of these financial statements. The nature of the Charity's operations and principal activities are disclosed in the Trustees Report.

1.1 Accounting convention

The financial statements have been prepared in accordance with the council's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)". The council is a Public Benefit Entity as defined by FRS 102.

The council has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

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

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

1.2 Going concern

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

1.3 Charitable funds

The charity has a single unrestricted fund available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

1.4 Income

All income is recognised once the charity has entitlement to the income, it is certain that income will be received and the monetary values of income can be measured with sufficient reliability.

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2024

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers and website	15% reducing balance and 25% straight line.
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the council reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The council has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the council's balance sheet when the council becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2024

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the council's contractual obligations expire or are discharged or cancelled.

2 Critical accounting estimates and judgements

In the application of the council's accounting policies, the trustees are 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 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Provision of further educational support		
Provision of education services	383,802	282,796

4 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	2,453	1,219

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2024

5 Expenditure on charitable activities

	Educational support expenditure 2024 £	Educational support expenditure 2023 £
Direct costs		
Staff costs	173,467	136,186
Depreciation and impairment	13,626	11,933
Conference and workshop costs	80,496	47,383
Printing and publicity costs	8,385	6,303
Research expenditure into post graduate students data	12,022	-
Staff development	437	58
Rent	9,009	9,009
Bank charges	11,176	10,793
Insurance	1,337	1,264
Student data costs	-	2,292
Bad debts	1,295	4,680
Executive committee costs	2,647	1,011
Sundry Expenses	2,030	1,707
	<u>315,927</u>	<u>232,619</u>
Share of support and governance costs (see note 6)		
Governance	8,118	6,800
	<u>324,045</u>	<u>239,419</u>
Analysis by fund		
Unrestricted funds	<u>324,045</u>	<u>239,419</u>

6 Support costs allocated to activities

	Educational support expenditure 2024 £	Total 2023 £
Governance	8,118	6,800
	<u>8,118</u>	<u>6,800</u>
Governance costs comprise:	2024 £	2023 £
Audit fees	8,118	6,800
	<u>8,118</u>	<u>6,800</u>

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2024

7	Net movement in funds	2024	2023
		£	£
	The net movement in funds is stated after charging/(crediting):		
	Fees payable for the audit of the charity's financial statements	8,118	6,800
	Depreciation of owned tangible fixed assets	13,626	11,933
		<u> </u>	<u> </u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the council during the year.

9 Employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Total	-	-
	<u> </u>	<u> </u>

Employment costs

	2024	2023
	£	£
Wages and salaries	173,467	136,186
	<u> </u>	<u> </u>

The council does not have any employees. All wages and salaries are borne from Staffordshire University and are recharged to the council on a monthly basis.

There were no employees whose annual remuneration was more than £60,000.

10 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2024

11 Tangible fixed assets

	Computers and website £
Cost	
At 1 August 2023	61,915
At 31 July 2024	61,915
Depreciation and impairment	
At 1 August 2023	20,352
Depreciation charged in the year	13,626
At 31 July 2024	33,978
Carrying amount	
At 31 July 2024	27,937
At 31 July 2023	41,563

12 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Trade debtors	10,870	10,191
Prepayments and accrued income	590	-
	11,460	10,191

13 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors	595	595
Accruals and deferred income	29,573	37,980
	30,168	38,575

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JULY 2024

14 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 August 2023 £	Incoming resources £	Resources expended £	At 31 July 2024 £
General funds	290,779	386,255	(324,045)	352,989
	=====	=====	=====	=====
Previous year:	At 1 August 2022 £	Incoming resources £	Resources expended £	At 31 July 2023 £
General funds	246,183	284,015	(239,419)	290,779
	=====	=====	=====	=====

15 Related party transactions

The total number of trustees who claimed reimbursement of expenses during the financial year was 6 (2023 - 4).

The amount reimbursed of £1,941 (2023 - £537) relates wholly to travel and subsistence.

U.K. COUNCIL FOR GRADUATE EDUCATION

England & Wales - Charity number 1061495

Accounts

UK COUNCIL FOR GRADUATE EDUCATION
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023

CHARITY NO. 1061495

UK COUNCIL FOR GRADUATE EDUCATION

**CONTENTS TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023**

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UK COUNCIL FOR GRADUATE EDUCATION

REFERENCE AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 JULY 2023

Chair	Professor Douglas Cleaver, Sheffield Hallam University
Treasurer	Dr James Bruce, Open University
Director	Dr O Gower
Executive Committee Members	Professor Julie Sheldon, Honorary Secretary, Liverpool John Moores University Professor Janet De Wilde, Vice Chair, Queen Mary University of London Associate Professor Michelle Morgan, University of East London Dr Karen Clegg, University of York Associate Professor Hala Mansour, University of Northampton Dr Tina Ramkalwan, Brunel University Rachel Van Krimpen, University of Nottingham Carolyn Wynne, Coventry University Dr Gale Macleod, University of Edinburgh Dr Janet Carlton, University College Dublin (Appointed 24 March 2023) Elizabeth Halton, University College London (Appointed 24 March 2023)
Auditors	Haslehursts Limited 88 Hill Village Road Four Oaks Sutton Coldfield West Midlands B75 5BE
Bankers	HSBC Bank PLC Dudley Branch 226 High Street Dudley West Midlands DY1 1PQ
Charity Address	Lichfield Centre The Friary Lichfield Staffordshire WS13 6QG

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES REPORT FOR THE YEAR ENDED 31 JULY 2023

The UK Council for Graduate Education Executive Committee present their annual report and the audited financial statements of the charity for the year ended 31 July 2023. The Executive Committee have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual reports and financial statements of the Charity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

UKCGE is the UK Council for Graduate Education. It was founded in 1994 under the Chairship of Professor Robert Burgess to champion the interest of graduate education.

The UK Council for Graduate Education is the representative body for postgraduate education in the UK, and the third largest organisation of its kind in the world. The Council's mission is to champion and enhance postgraduate education and research by enabling collective leadership on the development of postgraduate affairs across UK HEIs, research agencies and funding bodies. It does this by providing learning and professional development events, commissioning research, sharing best-practice developments. And by gathering information and evidence to support policies which promote a strong and sustainable postgraduate sector.

UKCGE was granted Charitable Status in 1997 by the Charity Commission for England and Wales (Registered charity number 1061495).

As a not-for-profit organisation, the Council is committed to the following principles: that graduate education contributes to the wider public good; that postgraduate education should be open and available to those capable of undertaking it; and that the UK Higher Education Institutions must meet the needs of postgraduate students in the 21st century.

Governing Document

The Council has a Constitution dating from 1994 which specifies how it is governed and makes provision for certain administrative structures. This is periodically reviewed and updated as necessary after consultation with the full membership. The Constitution was most recently updated in July 2021.

Governing Bodies

The Council is managed by an Executive Committee, consisting of elected individuals from full member institutions of the Council. Members of the Executive Committee serve a three year term. The Executive Committee can co-opt a further 4 Committee Members, who serve for a one year term. Executive Committee members are the trustees of the Charity, and are legally responsible for the overall management and control of the Council. They meet at least three times a year.

There are two sub-committees of the Executive Committee: the Officers' Committee; and the Audit Committee. The Officers' Committee is comprised of: Chair, Vice-Chair, Honorary Secretary and Honorary Treasurer. These posts are filled by election requiring a simple majority of the Executive Committee. The posts are filled for three years in the case of the Chair and Treasurer and two years in the case of the Vice-Chair and the Honorary Secretary. The Audit Committee is comprised of 3 members from the Executive Committee, including the Treasurer, Vice-Chair and one other representative.

The induction process for newly elected Executive Committee Members comprises of an informal meeting with the Chair and the Director before attendance at the Executive Committee meeting in September. The Executive Committee handbook and welcome pack provided to each new member includes: a brief history of the Council, copies of the last three sets of Executive Committee and Officers minutes, a copy of the latest annual review including accounts and a copy of the Constitution.

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES REPORT (continued) FOR THE YEAR ENDED 31 JULY 2023

Council Staff

The Council is recharged on a monthly basis by Staffordshire University for the Director, Events Officer, Communications Officer, and the Administrative Officer. These members of staff act as the first point of contact for the Council and are responsible for the day to day running of the Council, managing the programme of Council events and implementing policy and strategy agreed by the Director and the Executive Committee.

Members

Over 90% of UK Higher Education institutions are full members of the UK Council for Graduate Education. The Council also accepts associate membership from overseas HEIs and from organisations with an interest in postgraduate affairs. Retired individuals and independent scholars with an interest in postgraduate education may also apply for individual membership of the Council.

The Council welcomes and values feedback from all its members, as well as delegates who attend the various workshops and conferences run throughout the year. Feedback is actively sought through feedback forms for delegates at Council events and is also regularly received by email, telephone and through the Council's website. The direction of the Council, in particular its programme of events, is influenced by this feedback.

Risk Management

The Executive Committee and the Director are responsible for the management of the risks faced by the Council. As such, risks are identified, assessed and controls established throughout the year.

The key controls used by the Council include:

- formal agenda and detailed minutes and action points for all Officers and Executive Committee activity;
- annual review of the risk register by the Audit Committee and subsequently the Executive Committee;
- detailed terms of reference for all Committees and working groups;
- comprehensive strategic planning, budgeting and management accounting;
- established organisational structure and lines of reporting;
- formal written policies;
- clear authorisation and approval levels.

Through the risk management processes established for the Council, the Executive Committee are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that these systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES REPORT (continued) FOR THE YEAR ENDED 31 JULY 2023

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The Executive Committee have complied with the public benefit guidance issued by the Charities Commission.

The UK Council for Graduate Education is established for the public benefit to maintain and advance the education of graduates within the UK and to enhance the excellence of UK postgraduate education.

These are currently defined in the following ways:

UKCGE promotes:

- the interests of graduate education across all disciplines
- a distinct identity for graduate education and research in Higher Education
- quality measures for graduate education and research conducted in HEIs
- the effective leadership and management of postgraduate students
- the effective provision and funding of graduate education
- the status, education and training of postgraduate students
- effective infrastructural provisions for graduate education (including funding)
- equal opportunities for students in graduate education
- the professional development and status of staff and supervisors in HEIs

The Council is:

- an authoritative voice for the HE sector on postgraduate activity in the UK
- a developer and communicator on policy relating to postgraduate education
- a developer and promoter of best practice in the delivery of postgraduate programmes
- a developer and promoter of best practice in the administration of postgraduate programmes
- a provider of appropriate information, services and publications for these issues

The Council offer year on year as follows:

- The organisation of at least two multi-day conferences per annum
- The organisation of a number of workshops per annum
- The organisation of specialist seminars
- The publication of conference and workshops summaries
- The publication of monthly e-newsletters
- The publication of event papers and presentations
- Networking opportunities to promote the sharing of good practice
- The maintenance of the current membership base
- The maintenance and development of the Council's website, providing postgraduate data and information, downloadable UKCGE literature and information and links to other organisations
- The development of postgraduate data and intelligence

ACHIEVEMENTS AND PERFORMANCE

Recent Developments

In 2022/23 we ran 24 events, bringing together over 1,200 representatives of the postgraduate sector to collaborate on how best to develop postgraduate education. Some of our meetings were held under the Chatham House Rule so participants could speak confidentially about the challenges they were facing, both within their institutions and in relation to policies set by national bodies.

All our meetings are led by volunteers, themselves representatives of the postgraduate sector. UKCGE staff work with our volunteers to frame a discussion, but we also consult with our networks to ensure that we are responding to their needs.

In addition to these discussions, we have continued to provide research publications: including a major research project on behalf of UKRI on what might be the role of funders in supporting research supervisors. Our research reports and publications have been widely circulated among member institutions, cited by other national bodies such as UKRI, and referenced in a wide array of academic literature.

2022/23 has been another extremely active year for the Council, during which we appointed a new Communications Officer. We have continued to accommodate new ways of working post pandemic – in particular, we have been mindful that our stakeholders now prefer online meetings where possible. We have maintained the variety and vibrancy of our events programme and published important research on the postgraduate sector. This highly successful activity has once again resulted in a significant increase in the profile of the Council as a major stakeholder in improving the quality of postgraduate education in the UK and beyond.

The impact of Covid-19

In light of the changing ways of working after the Covid-19 pandemic, we have continued to deliver some workshops online at a significantly reduced registration fee. This had an impact on the Council's business model, and following discussion at the Annual General Meeting in March 2023, the decision was taken to increase the subscription fees for members of the Council in exchange for free participation at online workshops, discussions and seminars.

Financial Review

The Council is reliant on the income from its membership fees, sponsorship, annual conferences and programme of workshops which totalled £284,015 in 2022-2023, compared to £239,096 in the previous year.

Overall expenditure was £239,419 in 2022-2023 compared to £225,035 in the previous year, allowing the Council to end the year with a surplus of £44,596 compared to a surplus of £14,061 in the previous year.

Reserves Policy

The Council's current reserves at 31 July 2023 are £290,779.

Financial Arrangements

Financial management is provided by the Honorary Treasurer, Director and Executive Committee. Operational financial tasks are performed by the Director. The Honorary Treasurer and the Director agree draft procedures and budgets for Executive Committee approval, and prepare budgetary reports which are presented at the quarterly meetings of the Officers and Executive Committee. The fees for subscriptions and events are approved during the course of the Annual General Meeting.

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES REPORT (continued) FOR THE YEAR ENDED 31 JULY 2023

Plans For Future Periods

The Council has developed a 4 year Business Plan and strategy from December 2019. The Council's objectives for the coming period are as follows:

- To enable collective leadership for the postgraduate sector
- To advocate for equity and inclusiveness in postgraduate education and research
- To promote continuing professional development and recognition for staff supporting and supervising postgraduate students and doctoral researchers
- To encourage the effective management of postgraduate education and research by sharing innovations and effective practices.

In brief the Council's priorities for the coming years are to:

Strengthen our representation of the sector

We will give more opportunities for individuals to contribute to the strategic direction of the Council.

Build on our trust and credibility

We will develop our communications through our new website and ensure that our stakeholders retain their confidence in our effectiveness.

Set standards and expectations

Building on the success of the Good Supervisory Practice Framework, we will seek opportunities to develop that framework, and to build consensus on other areas of postgraduate education and research.

Sustain the impact of our events

We will take a more thematic approach to our events programme to create a sustained momentum on key issues.

Develop our role as a knowledge exchange facilitator

We will stimulate and disseminate the latest research and thinking on postgraduate education and research.

The core business of the Council should not be compromised in the development of other strategies for growth and expansion.

Auditors

A resolution proposing that Haslehursts be re-appointed as auditors of the charity will be put to the Annual General Meeting.

Trustees' Responsibilities Statement

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales 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 charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP 2019 FRS 102;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Executive Committee of the UK Council for Graduate Education and signed on its behalf by:

Professor D Cleaver (Chair)

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UK COUNCIL FOR GRADUATE EDUCATION

INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF UK COUNCIL FOR GRADUATE EDUCATION

Opinion

We have audited the financial statements of UK Council for Graduate Education (the 'charitable company') for the year ended 31 July 2023 which comprise of Statement of Financial Activities, Balance Sheet and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (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 July 2023, 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; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

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 auditor 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 other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

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 course of 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.

INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF UK COUNCIL FOR GRADUATE EDUCATION

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 7, 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.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 1443 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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 an auditor's report 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.

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

We focused on laws and regulations which could give rise to a material misstatements in the annual report, including, but not limited to the Charities Act 2011. Our tests included agreeing the annual report disclosures to underlying supporting documentation, enquiries with management and third party representatives. There are inherent limitations in the audit procedures described above and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the annual report, the less likely we would become aware of it. We did not identify any key audit matters relating to irregularities, including fraud. As in all our audits, we also addressed the risk of management override of internal controls, including testing and evaluating whether there was evidence of bias by the directors that represented a risk of material misstatement due to fraud.

Auditor's responsibilities for the audit of the financial statements (continued)

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of the instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the FRC's website at: <https://www.frc.org.uk/auditors/audit-assurance/auditor-s-responsibilities-for-the-audit-of-the-fi/description-of-the-auditor%E2%80%99s-responsibilities-for>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditor's 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 trustees as a body, for our audit work, for this report, or for the opinions we have formed.

For and on behalf of Haslehursts Limited
Chartered Accountants
Statutory Auditor
88 Hill Village Road
Four Oaks
Sutton Coldfield
West Midlands
B75 5BE

Date

UK COUNCIL FOR GRADUATE EDUCATION

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JULY 2023

	Notes	Unrestricted Total Funds 2023 £	Unrestricted Total Funds 2022 £
Income and endowments from			
Donations, legacies and grants	2	-	1,200
Other trading activities	3	282,796	237,804
Investment income	4	1,219	92
		<hr/>	<hr/>
Total income and endowments		284,015	239,096
		<hr/>	<hr/>
Expenditure			
Charitable activities	5	239,419	225,035
		<hr/>	<hr/>
Total expenditure		239,419	225,035
		<hr/>	<hr/>
Net income		44,596	14,061
		<hr/>	<hr/>
Net movement in funds		44,596	14,061
		<hr/>	<hr/>
Reconciliation of funds			
Total funds brought forward	12	246,183	232,122
		<hr/>	<hr/>
Total funds carried forward		290,779	246,183
		<hr/> <hr/>	<hr/> <hr/>

UK COUNCIL FOR GRADUATE EDUCATION

**BALANCE SHEET
AS AT 31 JULY 2023**

	Notes	2023 £	2022 £
Fixed Assets			
Tangible assets	7	41,563	38,631
		<u>41,563</u>	<u>38,631</u>
Current Assets			
Debtors	8	10,191	54,099
Cash at bank and in hand		277,600	216,918
		<u>287,791</u>	<u>271,017</u>
Creditors falling due within one year	9	(38,575)	(63,465)
		<u>249,216</u>	<u>207,552</u>
Net Current Assets			
		<u>290,779</u>	<u>246,183</u>
Total Assets less Current Liabilities			
		<u>290,779</u>	<u>246,183</u>
Net Assets			
		<u>290,779</u>	<u>246,183</u>
Funds			
Unrestricted funds		290,779	246,183
		<u>290,779</u>	<u>246,183</u>
Total Funds			
		<u>290,779</u>	<u>246,183</u>

The notes on pages 13 to 17 form part of these accounts

The financial statements on pages 13 to 17 were approved and authorised for issue by the Trustees on the and signed on their behalf by:

Dr J Bruce (Treasurer)

1. ACCOUNTING POLICIES

Basis of preparation

The UK Council for Graduate Education is a registered charity in England and Wales. The address of the charity is given in the charity information on page 1 of these financial statements. The nature of the Charity's operations and principal activities are disclosed in the Trustees Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Funds

The charity has a single unrestricted fund available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Income recognition

All income is recognised once the charity has entitlement to the income, it is certain that income will be received and the monetary values of income can be measured with sufficient reliability.

Expenditure recognition

All expenditure is accounted for on an accrual basis and has been classified under the headings that aggregate all costs related to the category.

Irrecoverable VAT

The charity is not registered for VAT, therefore irrecoverable VAT is charged against the relevant costs.

Investment income

Credit is taken for interest received when it is received into the bank account. Interest received is shown gross of tax.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Office Equipment - 15% reducing balance and 25% straight line.

Debtors and creditors due within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for twelve months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

UK COUNCIL FOR GRADUATE EDUCATION

**NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 JULY 2023**

2. INCOME FROM DONATIONS AND LEGACIES

	2023 £	2022 £
Donations	-	1,200
Grants	-	-
	<hr/>	<hr/>
	-	1,200
	<hr/>	<hr/>

3. OTHER TRADING ACTIVITIES

	2023 £	2022 £
Subscriptions	121,352	110,073
Conference fees and workshop income	140,064	74,113
Research supervision recognition programme income	5,400	4,200
Miscellaneous income	89	775
Research income	15,891	48,643
	<hr/>	<hr/>
	282,796	237,804
	<hr/>	<hr/>

4. INVESTMENT INCOME

	2023 £	2022 £
Bank interest	1,219	92
	<hr/>	<hr/>

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 JULY 2023

5. CHARITABLE ACTIVITIES COSTS

	2023	2022
	£	£
Activities undertaken directly		
Conference and workshop costs	47,383	23,051
Research expenditure into post graduate students' data	2,292	2,096
Research supervision recognition programme costs	-	184
Bad debts	4,680	1,749
Printing and publicity	6,303	5,850
Support costs		
Governance (see note 6)	7,811	8,502
Staff costs	136,186	151,880
Staff development	58	751
Rent	9,009	9,009
Insurance	1,264	1,203
General expenses	1,707	1,731
Bank charges	10,793	4,378
Depreciation	11,933	3,725
Research costs	-	10,216
Loss on disposal of fixed assets	-	710
	<hr/>	<hr/>
	239,419	225,035
	<hr/>	<hr/>

6. GOVERNANCE COSTS

	2023	2022
	£	£
Executive committee costs	1,011	868
Auditors' remuneration	6,800	7,514
Accountancy	-	120
	<hr/>	<hr/>
	7,811	8,502
	<hr/>	<hr/>

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 JULY 2023

7. TANGIBLE FIXED ASSETS

	Office Equipment
COST	
1 August 2022	47,050
Additions	14,865
Disposals	-
	<hr/>
31 July 2023	61,915
	<hr/>
DEPRECIATION	
1 August 2022	8,419
Charge for the year	11,933
Disposals	-
	<hr/>
31 July 2023	20,352
	<hr/>
NET BOOK VALUE	
31 July 2023	41,563
	<hr/>
31 July 2022	38,631
	<hr/>

8. DEBTORS

	2023 £	2022 £
Trade debtors	10,191	54,099
Prepayments and accrued income	-	-
Other debtors	-	-
	<hr/>	<hr/>
	10,191	54,099
	<hr/>	<hr/>

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 JULY 2023

9. CREDITORS – Amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	37,980	62,870
Other creditors	595	595
	<hr/>	<hr/>
	38,575	63,465
	<hr/>	<hr/>

10. TAXATION

As a charity, the UK Council for Graduate Education is exempt from tax on income and gains to the extent that these arise from its charitable activities.

11. TRUSTEES REMUNERATION AND EXPENSES

	2023 £	2022 £
Travel and subsistence reimbursed	537	410
	<hr/>	<hr/>

The total number of trustees who claimed reimbursement of expenses during the financial year was 4 (2022 - 6).

No Trustees received any remuneration during the year.

12. FUND RECONCILIATION

	Balance at 1 August 2022	Incoming Resources	Outgoing Resources	Balance at 31 July 2023
UNRESTRICTED FUNDS				
General	246,183	284,015	(239,419)	290,779
RESTRICTED FUNDS				
None	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	246,183	284,990	(240,394)	290,779
	<hr/>	<hr/>	<hr/>	<hr/>

13. ULTIMATE CONTROLLING PARTY

There is no ultimate controlling party.

14. RELATED PARTIES

The charity has no related parties other than its directors and trustees.

U.K. COUNCIL FOR GRADUATE EDUCATION

England & Wales - Charity number 1061495

Accounts

UK COUNCIL FOR GRADUATE EDUCATION
REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2022

UK COUNCIL FOR GRADUATE EDUCATION

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2022

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Balance Sheet	14
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UK COUNCIL FOR GRADUATE EDUCATION

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 JULY 2022

Chair Professor Douglas Cleaver, Sheffield Hallam University

Treasurer Professor D Ross, University of Glasgow

Director Dr O Gower

**Executive Committee
Members**

Professor Julie Sheldon, Honorary Secretary, Liverpool John Moores University

Professor Janet De Wilde, Vice-Chair, Queen Mary University of London

Associate Professor Michelle Morgan, University of East London

Dr Dawn Duke, African Research Excellence Fund

Dr James Bruce, Open University

Dr Karen Clegg, University of York

Associate Professor Hala Mansour, University of Northampton

Dr Tara Moore, Ulster University

Dr Tina Ramkalwan, Brunel University

Rachel Van Krimpen, University of Nottingham

Carolyn Wynne, Coventry University

Dr Gale Macleod, University of Edinburgh (Appointed 2 September 2021)

UK COUNCIL FOR GRADUATE EDUCATION

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 JULY 2022**

**Registered Charity
Number**

1061495

Auditors

Haslehursts Limited
88 Hill Village Road
Four Oaks
Sutton Coldfield
West Midlands
B75 5BE

Bankers

HSBC Bank Plc
Dudley Branch
226 High Street
Dudley
West Midlands
DY1 1PQ

Charity Address

Lichfield Centre
The Friary
Lichfield
Staffordshire
WS13 6QG

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2022

The UK Council for Graduate Education Executive Committee present their annual report and the audited financial statements of the charity for the year ended 31 July 2022. The Executive Committee have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual reports and financial statements of the Charity.

Structure, Governance and Management

UKCGE is the UK Council for Graduate Education. It was founded in 1994 under the Chairship of Professor Robert Burgess to champion the interest of graduate education.

The UK Council for Graduate Education is the representative body for postgraduate education in the UK, and the third largest organisation of its kind in the world. The Council's mission is to champion and enhance postgraduate education and research by enabling collective leadership on the development of postgraduate affairs across UK HEIs, research agencies and funding bodies. It does this by providing learning and professional development events, commissioning research, sharing best-practice developments. And by gathering information and evidence to support policies which promote a strong and sustainable postgraduate sector.

UKCGE was granted Charitable Status in 1997 by the Charity Commission for England and Wales (Registered charity number 1061495).

As a not-for-profit organisation, the Council is committed to the following principles: that graduate education contributes to the wider public good; that postgraduate education should be open and available to those capable of undertaking it; and that the UK Higher Education Institutions must meet the needs of postgraduate students in the 21st century.

Governing Document

The Council has a Constitution dating from 1994 which specifies how it is governed and makes provision for certain administrative structures. This is periodically reviewed and updated as necessary after consultation with the full membership. The Constitution was most recently updated in July 2021.

Governing Bodies

The Council is managed by an Executive Committee, consisting of elected individuals from full member institutions of the Council. Members of the Executive Committee serve a three year term. The Executive Committee can co-opt a further 4 Committee Members, who serve for a one year term. Executive Committee members are the trustees of the Charity, and are legally responsible for the overall management and control of the Council. They meet at least three times a year.

There are two sub-committees of the Executive Committee: the Officers' Committee; and the Audit Committee. The Officers' Committee is comprised of: Chair, Vice-Chair, Honorary Secretary and Honorary Treasurer. These posts are filled by election requiring a simple majority of the Executive Committee. The posts are filled for three years. The Audit Committee is comprised of 3 members from the Executive Committee, including the Treasurer, Vice-Chair and one other representative.

The induction process for newly elected Executive Committee Members comprises of an informal meeting with the Chair and the Director before attendance at the Executive Committee meeting in September. The Executive Committee handbook and welcome pack provided to each new member includes: a brief history of the Council, copies of the last three sets of Executive Committee and Officers minutes, a copy of the latest annual review including accounts and a copy of the Constitution.

Council Staff

The Council is recharged on a monthly basis by Staffordshire University for the Director, Events Officer and Marketing, University Liaison Officer and the Administrative Officer. These members of staff act as the first point of contact for the Council and are responsible for the day to day running of the Council office, managing the programme of Council events and implementing policy and strategy agreed by the Executive Committee.

Members

Over 90% of UK Higher Education institutions are full members of the UK Council for Graduate Education. The Council also accepts associate membership from overseas HEIs and from organisations with an interest in postgraduate affairs. Individuals with an interest in postgraduate education may also apply for membership of the Council.

The Council welcomes and values feedback from all its members, as well as delegates who attend the various workshops and conferences run throughout the year. Feedback is actively sought through feedback forms for delegates at Council events and is also regularly received by email, telephone and through the Council's website. The direction of the Council, in particular its programme of events, is influenced by this feedback.

Risk Management

The Executive Committee and the Director are responsible for the management of the risks faced by the Council. As such, risks are identified, assessed and controls established throughout the year.

The key controls used by the Council include:-

- formal agenda and detailed minutes and action points for all Officers and Executive Committee activity;
- annual review of the risk register by the Audit Committee and subsequently the Executive Committee;
- detailed terms of reference for all Committees and working groups;
- comprehensive strategic planning, budgeting and management accounting;
- established organisational structure and lines of reporting;
- formal written policies
- clear authorisation and approval levels.

Through the risk management processes established for the Council, the Executive Committee are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that these systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The Executive Committee have complied with the public benefit guidance issued by the Charities Commission.

The UK Council for Graduate Education is established for the public benefit to maintain and advance the education of graduates within the UK and to enhance the excellence of UK postgraduate education.

These are currently defined in the following ways:-

UKCGE promotes:-

- the interests of graduate education across all disciplines
- a distinct identity for graduate education and research in Higher Education
- quality measures for graduate education and research conducted in HEIs
- the effective leadership and management of postgraduate students
- the effective provision and funding of graduate education
- the status, education and training of postgraduate students
- effective infrastructural provisions for graduate education (including funding)
- equal opportunities for students in graduate education
- the professional development and status of staff and supervisors in HEIs

The Council is:-

- an authoritative voice for the HE sector on postgraduate activity in the UK
- a developer and communicator on policy relating to postgraduate education
- a developer and promoter of best practice in the delivery of postgraduate programmes
- a developer and promoter of best practice in the administration of postgraduate programmes
- a provider of appropriate information, services and publications for these issues

The Council offer year on year as follows:-

- The organisation of at least two multi-day conferences per annum
- The organisation of a number of workshops per annum
- The organisation of specialist seminars
- The publication of conference and workshops summaries
- The publication of monthly e-newsletters
- The publication of event papers and presentations
- Networking opportunities to promote the sharing of good practice
- The maintenance of the current membership base
- The maintenance and development of the Council's website, providing postgraduate data and information, downloadable UKCGE literature and information and links to other organisations
- The development of postgraduate data and intelligence

ACHIEVEMENTS AND PERFORMANCE

Recent Developments

In 2021/22 we ran 18 events, bringing together over 820 representatives of the postgraduate sector to collaborate on how best to develop postgraduate education in the recovery from the pandemic. Many of our meetings were held under the Chatham House Rule so participants could speak confidentially about the challenges they were facing, both within their institutions and in relation to policies set by national bodies.

All our meetings are led by volunteers, themselves representatives of the postgraduate sector. UKCGE staff work with our volunteers to frame a discussion, but also we consult with our networks to ensure that we are responding to their needs.

In addition to these discussions, we have produced two major research documents: the UK Research Supervision Survey report, which analysed 3,435 responses from those involved in research supervision in the UK; and Structures and Strategy in UK and Ireland, which is a major study of the priorities and organisational structure of 74 higher education institutions. These research reports have been widely circulated among member institutions, cited by other national bodies such as the Economic and Social Research Council, and used by our Australian counterparts, the Australian Council for Graduate Education. The launch events for the reports were each attended by over 160 participants from across the UK, Europe and the world.

2021/22 has been another extremely active year for the Council, in which – while not replacing a staff vacancy, and while continuing to accommodate new ways of working during the post pandemic – we have maintained the variety and vibrancy of our events programme; published important research on the postgraduate sector. This highly successful activity has once again resulted in a significant increase in the profile of the Council as a major stakeholder in improving the quality of postgraduate education in the UK and beyond.

The impact of Covid-19

In order to restrict the spread of Covid-19, particularly in the light of the omicron variant, the Council took the decision not to hold a major international conference face-to-face in Spring 2022, and have continued to deliver workshops online at a significantly reduced registration fee. Covid-19 continues to have a significant impact on Council activities, as it has on people and organisations across the world.

Financial Review

The Council is reliant on the income from its membership fees, sponsorship, annual conferences and programme of workshops which totalled £239,096 in 2021-2022, compared to £247,004 in the previous year.

Overall expenditure was £225,035 in 2021-2022 compared to £204,749 in the previous year, allowing the Council to end the year with a surplus of £14,061 compared to a surplus of £42,255 in the previous year.

Reserves Policy

The Council's current reserves at 31 July 2022 are £246,183.

Financial Arrangements

Financial management is provided by the Honorary Treasurer and Executive Committee. Operational financial tasks are performed by the Director. The Honorary Treasurer and the Director agree draft procedures and budgets for Executive Committee approval, and prepare budgetary reports which are presented at the quarterly meetings of the Officers and Executive Committee. The annual budget is considered and approved by its members annually at the Annual General Meeting. The fees for subscriptions and events are approved during the course of the AGM.

Plans for Future Periods

The Council has developed a 4 year Business Plan and strategy from December 2019. The Council's objectives for the coming period are as follows:

- To enable collective leadership for the postgraduate sector
- To advocate for equity and inclusiveness in postgraduate education and research
- To promote continuing professional development and recognition for staff supporting and supervising postgraduate students and doctoral researchers
- To encourage the effective management of postgraduate education and research by sharing innovations and effective practices.

In brief the Council's priorities for the coming years are to:

Strengthen our representation of the sector

We will give more opportunities for individuals to contribute to the strategic direction of the Council.

Build on our trust and credibility

We will develop our communications through a new website and an annual review to ensure that our stakeholders retain their confidence in our effectiveness.

Set standards and expectations

Building on the success of the Good Supervisory Practice Framework, we will seek opportunities to develop that framework, and to build consensus on other areas of postgraduate education and research.

Sustain the impact of our events

We will take a more thematic approach to our events programme to create a sustained momentum on key issues.

Develop our role as a knowledge exchange facilitator

We will stimulate and disseminate the latest research and thinking on postgraduate education and research.

The core business of the Council should not be compromised in the development of other strategies for growth and expansion.

Auditors

A resolution proposing that Haslehursts be re-appointed as auditors of the charity will be put to the Annual General Meeting.

Trustees Responsibilities Statement

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales 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 charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:-

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP 2019 FRS 102;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Executive Committee of the UK Council for Graduate Education and signed on its behalf by:-

Professor D Cleaver (Chair)


.....

20/1/23

Opinion

We have audited the financial statements of UK Council for Graduate Education (the 'charity') for the year ended 31 July 2022 which comprise of the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 July 2022, 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; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 charity'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 other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained with the annual report. 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.

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 course of 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 8 the trustees are responsible for the preparation of 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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 an auditor's report 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.

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

We focussed on laws and regulations which could give rise to a material misstatement in the annual report, including, but not limited to the Charities Act 2011. Our tests included agreeing the annual report disclosures to underlying supporting documentation, enquiries with management and third party representatives. There are inherent limitations in the audit procedures described above and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the annual report, the less likely we would become aware of it. We did not identify any key audit matters relating to irregularities, including fraud. As in all our audits, we also addressed the risk of management override of internal controls, including testing and evaluating whether there was evidence of bias by the trustees that represented a risk of material misstatement due to fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF UK COUNCIL FOR GRADUATE
EDUCATION (Continued)

A further description of our responsibilities is available on the FRC's website at: <https://www.frc.org.uk/auditors/audit-assurance/auditor-s-responsibilities-for-the-audit-of-the-fi/description-of-the-auditor%E2%80%99s-responsibilities-for>. This description forms part of our auditors report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Haslehursts

Haslehursts Limited
Statutory Auditor
88 Hill Village Road
Four Oaks
Sutton Coldfield
West Midlands
B75 5BE

20.02.2023

UK COUNCIL FOR GRADUATE EDUCATION

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JULY 2022

	Note	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Income and endowments			
Donations, legacies and grants	2	1,200	45,700
Other trading activities	3	237,804	201,282
Investment income	4	92	22
Total income		239,096	247,004
Expenditure			
Charitable activities	5	225,035	204,749
Total expenditure		225,035	204,749
Net income/(expenditure)		14,061	42,255
Net movements in funds		14,061	42,255
Reconciliation of funds			
Total funds brought forward	12	232,122	189,867
Total funds carried forward		246,183	232,122

UK COUNCIL FOR GRADUATE EDUCATION

BALANCE SHEET
AS AT 31 JULY 2022

	Notes	2022 £	2021 £
Fixed Assets			
Tangible assets	7	38,631	3,596
		<u>38,631</u>	<u>3,596</u>
Current Assets			
Debtors	8	54,099	24,098
Cash at bank and in hand		216,918	267,304
		<u>271,017</u>	<u>291,402</u>
Creditors falling due within one year	9	63,465	62,876
		<u>207,552</u>	<u>228,526</u>
Net Current Assets		<u>207,552</u>	<u>228,526</u>
Total assets less current liabilities		<u>246,183</u>	<u>232,122</u>
Charity Funds			
Unrestricted fund	12	246,183	232,122
		<u>246,183</u>	<u>232,122</u>

The notes on pages 15 to 19 form part of these accounts

The financial statements on pages 13 to 19 were approved and authorised for issue by the Trustees on the 20/1/23 and signed on their behalf by:


Professor D Ross (Treasurer)

1. ACCOUNTING POLICIES

a) Basis of preparation

The UK Council for Graduate Education is a registered charity in England and Wales. The address of the charity is given in the charity information on page 1 of these financial statements. The nature of the Charity's operations and principal activities are disclosed in the Trustees Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years' presented unless otherwise stated.

b) Funds

The charity has a single unrestricted fund available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

c) Income recognition

All income is recognised once the charity has entitlement to the income, it is certain that income will be received and the monetary values of income can be measured with sufficient reliability.

d) Expenditure recognition

All expenditure is accounted for on an accrual basis and has been classified under the headings that aggregate all costs related to the category.

e) Irrecoverable VAT

The charity is not registered for VAT, therefore irrecoverable VAT is charged against the relevant costs.

f) Investment income

Credit is taken for interest received when it is received into the bank account. Interest received is shown gross of tax.

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 JULY 2022

g) Tangible fixed asset and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Office Equipment - 15% reducing balance and 25% straight line

h) Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

(i) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for twelve months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2. INCOME FROM DONATIONS AND LEGACIES	2022	2021
	£	£
Donations	1,200	-
Grants	-	45,700
	<hr/>	<hr/>
	1,200	45,700
	<hr/>	<hr/>
3. OTHER TRADING ACTIVITIES	2022	2021
	£	£
Subscriptions	110,073	111,491
Conference fees & workshop income	74,113	77,041
Research Supervision Recognition Programme income	4,200	4,050
Miscellaneous income	775	1,500
Research income	48,643	7,200
	<hr/>	<hr/>
	237,804	201,282
	<hr/>	<hr/>
4. INVESTMENT INCOME	2022	2021
	£	£
Bank interest	92	22
	<hr/>	<hr/>

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 JULY 2022

5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	Note	2022 £	2021 £
Activities undertaken directly			
Conference & Workshop costs		23,051	189
Research expenditure into Post Graduate students data		2,096	2,213
Research Supervision Recognition Programme costs		184	134
Bad Debts		1,749	2,905
Printing & Publicity		5,850	6,751
Support Costs			
Governance	6	8,502	4,182
Staff costs		151,880	161,121
Staff development		751	-
Rent		9,009	9,010
Insurance		1,203	952
General expenses		1,731	1,778
Bank charges		4,378	1,541
Depreciation		3,725	432
Research costs		10,216	13,541
Loss on disposal of fixed assets		710	-
		225,035	204,749

6. GOVERNANCE COSTS

	2022 £	2021 £
Executive Committee costs	868	-
Auditors remuneration	7,514	4,182
Accountancy	120	-
	8,502	4,182

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 JULY 2022**7. TANGIBLE FIXED ASSETS**

	Office Equipment £	
COST:		
As at 1 August 2021		14,949
Additions		39,471
Disposals		(7,370)
		<hr/>
As at 31 July 2022		47,050
		<hr/>
DEPRECIATION:		
As at 1 August 2021		11,353
Charge for the year		3,725
Disposals		(6,659)
		<hr/>
As at 31 July 2022		8,419
		<hr/>
NET BOOK VALUE		
As at 31 July 2022		38,631
		<hr/>
As at 31 July 2021		3,596
		<hr/>
8. DEBTORS	2022	2021
	£	£
Trade debtor	54,099	3,123
Prepayments	-	975
Other debtor	-	20,000
	<hr/>	<hr/>
	54,099	24,098
	<hr/>	<hr/>
9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2022	2021
	£	£
Accruals and deferred income	62,870	62,281
Other creditor	595	595
	<hr/>	<hr/>
	63,465	62,876
	<hr/>	<hr/>

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 JULY 2022

10. TAXATION

As a charity, the UK Council for Graduate Education is exempt from tax on income and gains to the extent that these arise from its charitable activities.

11. TRUSTEES REMUNERATION AND EXPENSES	2022 £	2021 £
Travel and subsistence reimbursed	410	-

The total number of trustees who claimed reimbursement of expenses during the financial year was: 6 (2021:0).

No Trustees received any remuneration during the year.

12. FUND RECONCILIATION

	Balance At 1 August 2021 £	Income £	Expenditure £	At 31 July 2022 £
Unrestricted	232,122	239,096	(225,035)	246,183

13. ULTIMATE CONTROLLING PARTY

There is no ultimate controlling party.

14. RELATED PARTIES

The charity has no related parties other than its trustees.

U.K. COUNCIL FOR GRADUATE EDUCATION

England & Wales - Charity number 1061495

Accounts

UK COUNCIL FOR GRADUATE EDUCATION
REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2021

UK COUNCIL FOR GRADUATE EDUCATION

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021

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UK COUNCIL FOR GRADUATE EDUCATION

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 JULY 2021

Chair	Professor Douglas Halliday, Durham University (Resigned 30 June 2021) Professor Douglas Cleaver, Sheffield Hallam University (Appointed 1 July 2021)
Treasurer	Professor T Stoneham, University of York (Resigned 30 June 2021) Professor D Ross, University of Glasgow (Appointed 1 July 2021)
Director	Dr O Gower
Executive Committee Members	Professor Fiona Denney, Brunel University, Honorary Secretary (Resigned 30 November 2020) Professor Julie Sheldon, Honorary Secretary, Liverpool John Moores University (Appointed 30 November 2020) Professor Janet De Wilde, Vice-Chair, Queen Mary University of London (Appointed 1 July 2021) Dr Gill Houston, Vice-Chair (Resigned 30 June 2021) Dr Rebekah Smith McGloin, Nottingham Trent University (Resigned 30 June 2021) Andrea Buck, Swansea University (Resigned 30 November 2020) Dr Jennifer Gosling, London School of Hygiene & Tropical Medicine (Resigned 30 June 2021) Associate Professor Michelle Morgan, University of East London Dr Steve Joy, University of Cambridge (Resigned 30 November 2020) Dr Rochelle Rowe, University College London (Resigned 30 November 2020) Dr Dawn Duke, African Research Excellence Fund Dr Anne-Marie Coriat, Wellcome Trust (Resigned 31 October 2021) Dr Darren Van Laar, University of Portsmouth (Resigned 30 November 2020) Dr James Bruce, Open University (Appointed 30 November 2020) Dr Karen Clegg, University of York (Appointed 30 November 2020) Associate Professor Hala Mansour, University of Northampton (Appointed 1 July 2021) Dr Tara Moore, Ulster University (Appointed 30 November 2020) Dr Tina Ramkalwan, Brunel University (Appointed 30 November 2020) Rachel Van Krimpen, University of Nottingham (Appointed 1 July 2021) Carolyn Wynne, Coventry University (Appointed 1 July 2021)

UK COUNCIL FOR GRADUATE EDUCATION

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 JULY 2021**

**Registered Charity
Number**

1061495

Auditors

Haslehursts Limited
88 Hill Village Road
Four Oaks
Sutton Coldfield
West Midlands
B75 5BE

Bankers

HSBC Bank Plc
Dudley Branch
226 High Street
Dudley
West Midlands
DY1 1PQ

Charity Address

Lichfield Centre
The Friary
Lichfield
Staffordshire
WS13 6QG

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2021

The UK Council for Graduate Education Executive Committee present their annual report and the audited financial statements of the charity for the year ended 31 July 2021. The Executive Committee have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual reports and financial statements of the Charity.

Structure, Governance and Management

UKCGE is the UK Council for Graduate Education. It was founded in 1994 under the Chairship of Professor Robert Burgess to champion the interest of graduate education.

The UK Council for Graduate Education is the representative body for postgraduate education in the UK, and the third largest organisation of its kind in the world. The Council's mission is to champion and enhance postgraduate education and research by enabling collective leadership on the development of postgraduate affairs across UK HEIs, research agencies and funding bodies. It does this by providing learning and professional development events, commissioning research, sharing best-practice developments. And by gathering information and evidence to support policies which promote a strong and sustainable postgraduate sector.

UKCGE was granted Charitable Status in 1997 by the Charity Commission for England and Wales (Registered charity number 1061495).

As a not-for-profit organisation, the Council is committed to the following principles: that graduate education contributes to the wider public good; that postgraduate education should be open and available to those capable of undertaking it; and that the UK Higher Education Institutions must meet the needs of postgraduate students in the 21st century.

Governing Document

The Council has a Constitution dating from 1994 which specifies how it is governed and makes provision for certain administrative structures. This is periodically reviewed and updated as necessary after consultation with the full membership. The Constitution was most recently updated in July 2021.

Governing Bodies

The Council is managed by an Executive Committee, consisting of elected individuals from full member institutions of the Council. Members of the Executive Committee serve a three year term. The Executive Committee can co-opt a further 4 Committee Members, who serve for a one year term. Executive Committee members are the trustees of the Charity, and are legally responsible for the overall management and control of the Council. They meet at least three times a year.

There are two sub-committees of the Executive Committee: the Officers' Committee; and the Audit Committee. The Officers' Committee is comprised of: Chair, Vice-Chair, Honorary Secretary and Honorary Treasurer. These posts are filled by election requiring a simple majority of the Executive Committee. The posts are filled for three years. The Audit Committee is comprised of 3 members from the Executive Committee, including the Treasurer, Vice-Chair and one other representative.

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 JULY 2021

The induction process for newly elected Executive Committee Members comprises of an informal meeting with the Chair and the Director before attendance at the Executive Committee meeting in September. The Executive Committee handbook and welcome pack provided to each new member includes: a brief history of the Council, copies of the last three sets of Executive Committee and Officers minutes, a copy of the latest annual review including accounts and a copy of the Constitution.

Council Staff

The Council is recharged on a monthly basis by Staffordshire University for the Director, Events Officer and Marketing, University Liaison Officer and the Administrative Officer. These members of staff act as the first point of contact for the Council and are responsible for the day to day running of the Council office, managing the programme of Council events and implementing policy and strategy agreed by the Executive Committee.

Members

Over 90% of UK Higher Education institutions are full members of the UK Council for Graduate Education. The Council also accepts associate membership from overseas HEIs and from organisations with an interest in postgraduate affairs. Individuals with an interest in postgraduate education may also apply for membership of the Council.

The Council welcomes and values feedback from all its members, as well as delegates who attend the various workshops and conferences run throughout the year. Feedback is actively sought through feedback forms for delegates at Council events and is also regularly received by email, telephone and through the Council's website. The direction of the Council, in particular its programme of events, is influenced by this feedback.

Risk Management

The Executive Committee and the Director are responsible for the management of the risks faced by the Council. As such, risks are identified, assessed and controls established throughout the year.

The key controls used by the Council include:-

- formal agenda and detailed minutes and action points for all Officers and Executive Committee activity;
- annual review of the risk register by the Audit Committee and subsequently the Executive Committee;
- detailed terms of reference for all Committees and working groups;
- comprehensive strategic planning, budgeting and management accounting;
- established organisational structure and lines of reporting;
- formal written policies
- clear authorisation and approval levels.

Through the risk management processes established for the Council, the Executive Committee are satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that these systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 JULY 2021

OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT

The Executive Committee have complied with the public benefit guidance issued by the Charities Commission.

The UK Council for Graduate Education is established for the public benefit to maintain and advance the education of graduates within the UK and to enhance the excellence of UK postgraduate education.

These are currently defined in the following ways:-

UKCGE promotes:-

- the interests of graduate education across all disciplines
- a distinct identity for graduate education and research in Higher Education
- quality measures for graduate education and research conducted in HEIs
- the effective leadership and management of postgraduate students
- the effective provision and funding of graduate education
- the status, education and training of postgraduate students
- effective infrastructural provisions for graduate education (including funding)
- equal opportunities for students in graduate education
- the professional development and status of staff and supervisors in HEIs

The Council is:-

- an authoritative voice for the HE sector on postgraduate activity in the UK
- a developer and communicator on policy relating to postgraduate education
- a developer and promoter of best practice in the delivery of postgraduate programmes
- a developer and promoter of best practice in the administration of postgraduate programmes
- a provider of appropriate information, services and publications for these issues

The Council offer year on year as follows:-

- The organisation of at least two multi-day conferences per annum
- The organisation of a number of workshops per annum
- The organisation of specialist seminars
- The publication of conference and workshops summaries
- The publication of monthly e-newsletters
- The publication of event papers and presentations
- Networking opportunities to promote the sharing of good practice
- The maintenance of the current membership base
- The maintenance and development of the Council's website, providing postgraduate data and information, downloadable UKCGE literature and information and links to other organisations
- The development of postgraduate data and intelligence

ACHIEVEMENTS AND PERFORMANCE

Recent Developments

Throughout 2020/21 we brought together representatives of the postgraduate sector to collaborate on how best to respond to the challenges of providing postgraduate education during the pandemic. Many of our meetings were held under the Chatham House Rule so participants could speak confidentially about the challenges they were facing, both within their institutions and in relation to policies set by national bodies.

All our meetings are led by volunteers, themselves representatives of the postgraduate sector. UKCGE staff work with our volunteers to frame a discussion, but also we consult with our networks to ensure that we are responding to their needs.

Informed by these discussions, we have produced a series of guidance documents relating to postgraduate provision during the pandemic. The most recent of these, Covid-19 Impact on the Assessment of Research Degrees (UKCGE February 2021), has been widely circulated among member institutions, cited by other national bodies such as the Quality Assurance Agency, and used by our Australian counterparts, the Australian Council for Graduate Education. The launch event for the report was attended by over 180 participants from across the UK, Europe and the world.

2020/21 has been another extremely active year for the Council, in which – with no further staff resources and while continuing to accommodate new ways of working during the global pandemic – we have convened double the number of events compared to the previous year; issued important guidance on effective practices to support postgraduate students and researchers during the pandemic; and commissioned important research into the attitudes and experiences of those involved in research supervision. This highly successful activity has resulted in a significant increase in the profile of the Council as a major stakeholder in improving the quality of postgraduate education in the UK and beyond.

The impact of Covid-19

In order to restrict the spread of Covid-19, the Council took the decision not to hold any face-to-face events in 2020/21. This included holding a major international conference and delivering workshops online at a significantly reduced registration fee. Covid-19 has had a significant impact on Council activities, as it has on people and organisations across the world.

Council staff have worked from home for much of 2020/21, or else returned to the Council Office on a strictly one-at-a-time basis. Executive Committee meetings and proper oversight of charitable activities took place as planned by convening online meetings.

There has been an impact on the financial activities for the year but this cannot be reliably quantified at this moment in time.

Financial Review

The Council is reliant on the income from its membership fees, sponsorship, annual conferences and programme of workshops which totalled £247,004 in 2020-2021, compared to £195,484 in the previous year.

Overall expenditure was £204,749 in 2020-2021 compared to £222,883 in the previous year, allowing the Council to end the year with a surplus of £42,255 compared to a deficit of £(27,399) in the previous year.

Reserves Policy

The Council's current reserves at 31 July 2021 are £232,122.

Financial Arrangements

Financial management is provided by the Honorary Treasurer and Executive Committee. Operational financial tasks are performed by the Director. The Honorary Treasurer and the Director agree draft procedures and budgets for Executive Committee approval, and prepare budgetary reports which are presented at the quarterly meetings of the Officers and Executive Committee. The annual budget is considered and approved by its members annually at the Annual General Meeting. The fees for subscriptions and events are approved during the course of the AGM.

Plans for Future Periods

The Council has developed a 4 year Business Plan and strategy from December 2019. The Council's objectives for the coming period are as follows:

- To enable collective leadership for the postgraduate sector
- To advocate for equity and inclusiveness in postgraduate education and research
- To promote continuing professional development and recognition for staff supporting and supervising postgraduate students and doctoral researchers
- To encourage the effective management of postgraduate education and research by sharing innovations and effective practices.

UK COUNCIL FOR GRADUATE EDUCATION

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 JULY 2021

In brief over the next 4 years the Council will seek to:

Strengthen our representation of the sector

We will give more opportunities for individuals to contribute to the strategic direction of the Council.

Build on our trust and credibility

We will develop our communications through a new website and an annual review to ensure that our stakeholders retain their confidence in our effectiveness.

Set standards and expectations

Building on the success of the Good Supervisory Practice Framework, we will seek opportunities to develop that framework, and to build consensus on other areas of postgraduate education and research.

Sustain the impact of our events

We will take a more thematic approach to our events programme to create a sustained momentum on key issues.

Develop our role as a knowledge exchange facilitator

We will stimulate and disseminate the latest research and thinking on postgraduate education and research.

The core business of the Council should not be compromised in the development of other strategies for growth and expansion.

Auditors

A resolution proposing that Haslehursts be re-appointed as auditors of the charity will be put to the Annual General Meeting.

Trustees Responsibilities Statement

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales 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 charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:-

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP 2019 FRS 102;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

UK COUNCIL FOR GRADUATE EDUCATION

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 JULY 2021**

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Executive Committee of the UK Council for Graduate Education and signed on its behalf by:-

Professor D Cleaver (Chair)

.....

Opinion

We have audited the financial statements of UK Council for Graduate Education (the 'charity') for the year ended 31 July 2021 which comprise of the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 July 2021, 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; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 charity'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 other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained with the annual report. 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.

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 course of 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 8 - 9 the trustees are responsible for the preparation of 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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 an auditor's report 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.

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

We focussed on laws and regulations which could give rise to a material misstatement in the annual report, including, but not limited to the Charities Act 2011. Our tests included agreeing the annual report disclosures to underlying supporting documentation, enquiries with management and third party representatives. There are inherent limitations in the audit procedures described above and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the annual report, the less likely we would become aware of it. We did not identify any key audit matters relating to irregularities, including fraud. As in all our audits, we also addressed the risk of management override of internal controls, including testing and evaluating whether there was evidence of bias by the trustees that represented a risk of material misstatement due to fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the FRC's website at: <https://www.frc.org.uk/auditors/audit-assurance/auditor-s-responsibilities-for-the-audit-of-the-fi/description-of-the-auditor%E2%80%99s-responsibilities-for>. This description forms part of our auditors report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Haslehursts Limited
Statutory Auditor
88 Hill Village Road
Four Oaks
Sutton Coldfield
West Midlands
B75 5BE

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UK COUNCIL FOR GRADUATE EDUCATION

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JULY 2021

	Note	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Income and endowments			
Donations, legacies and grants	2	45,700	2,074
Other trading activities	3	201,282	193,131
Investment income	4	22	279
Total income		247,004	195,484
Expenditure			
Charitable activities	5	204,749	222,883
Total expenditure		204,749	222,883
Net income/(expenditure)		42,255	(27,399)
Net movements in funds		42,255	(27,399)
Reconciliation of funds			
Total funds brought forward	12	189,867	217,266
Total funds carried forward		232,122	189,867

UK COUNCIL FOR GRADUATE EDUCATION

**BALANCE SHEET
AS AT 31 JULY 2021**

	Notes	2021 £	2020 £
Fixed Assets			
Tangible assets	7	3,596	2,494
		<u>3,596</u>	<u>2,494</u>
Current Assets			
Debtors	8	24,098	9,384
Cash at bank and in hand		267,304	256,268
		<u>291,402</u>	<u>265,652</u>
Creditors falling due within one year	9	62,876	78,279
		<u>228,526</u>	<u>187,373</u>
Net Current Assets			
		<u>232,122</u>	<u>189,867</u>
Charity Funds			
Unrestricted fund	12	232,122	189,867
		<u>232,122</u>	<u>189,867</u>

The notes on pages 16 to 20 form part of these accounts

The financial statements on pages 14 to 20 were approved and authorised for issue by the Trustees on the _____ and signed on their behalf by:

Professor D Ross (Treasurer)

1. ACCOUNTING POLICIES

a) Basis of preparation

The UK Council for Graduate Education is a registered charity in England and Wales. The address of the charity is given in the charity information on page 1 of these financial statements. The nature of the Charity's operations and principal activities are disclosed in the Trustees Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years' presented unless otherwise stated.

b) Funds

The charity has a single unrestricted fund available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

c) Income recognition

All income is recognised once the charity has entitlement to the income, it is certain that income will be received and the monetary values of income can be measured with sufficient reliability.

d) Expenditure recognition

All expenditure is accounted for on an accrual basis and has been classified under the headings that aggregate all costs related to the category.

e) Irrecoverable VAT

The charity is not registered for VAT, therefore irrecoverable VAT is charged against the relevant costs.

f) Investment income

Credit is taken for interest received when it is received into the bank account. Interest received is shown gross of tax.

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 JULY 2021

g) Tangible fixed asset and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Office Equipment - 15% reducing balance and 33 1/3% straight line

h) Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

(i) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for twelve months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2. INCOME FROM DONATIONS AND LEGACIES	2021	2020
	£	£
Donations	-	2,074
Grants	45,700	-
	<hr/>	<hr/>
	45,700	2,074
	<hr/>	<hr/>
3. OTHER TRADING ACTIVITIES	2021	2020
	£	£
Subscriptions	111,491	111,436
Conference fees & workshop income	77,041	78,895
Research Supervision Recognition Programme income	4,050	2,700
Miscellaneous income	1,500	100
Research income	7,200	-
	<hr/>	<hr/>
	201,282	193,131
	<hr/>	<hr/>
4. INVESTMENT INCOME	2021	2020
	£	£
Bank interest	22	279
	<hr/>	<hr/>

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 JULY 2021

5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	Note	2021 £	2020 £
Activities undertaken directly			
Conference & Workshop costs		189	23,303
Research expenditure into Post Graduate students data		2,213	2,124
Research Supervision Recognition Programme costs		134	191
Bad Debts		2,905	1,660
Travel		-	1,798
Printing & Publicity		6,751	5,932
Sponsorship		-	12,000
Support Costs			
Governance	6	4,182	6,686
Staff costs		161,121	155,679
Staff development		-	340
Rent		9,010	7,507
Telephone		-	708
Postage & Stationery		-	351
Insurance		952	825
General expenses		1,778	1,235
Bank charges		1,541	2,104
Depreciation		432	440
Research costs		13,541	-
		204,749	222,883

6. GOVERNANCE COSTS

	2021 £	2020 £
Executive Committee costs	-	2,456
Auditors remuneration	4,182	4,230
	4,182	6,686

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 JULY 2021

7. TANGIBLE FIXED ASSETS

	Office Equipment £
COST:	
As at 1 August 2020	13,415
Additions	1,534
	<hr/>
As at 31 July 2021	14,949
	<hr/>
DEPRECIATION:	
As at 1 August 2020	10,921
Charge for the year	432
	<hr/>
As at 31 July 2021	11,353
	<hr/>
NET BOOK VALUE	
As at 31 July 2021	3,596
	<hr/>
As at 31 July 2020	2,494
	<hr/>

8. DEBTORS

	2021 £	2020 £
Trade debtors	3,123	6,220
Prepayments	975	2,114
Other debtor	20,000	1,050
	<hr/>	<hr/>
	24,098	9,384
	<hr/>	<hr/>

9. CREDITORS: AMOUNTS FALLING DUE
WITHIN ONE YEAR

	2021 £	2020 £
Accruals and deferred income	62,281	77,684
Other creditor	595	595
	<hr/>	<hr/>
	62,876	78,279
	<hr/>	<hr/>

UK COUNCIL FOR GRADUATE EDUCATION

NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 JULY 2021

10. TAXATION

As a charity, the UK Council for Graduate Education is exempt from tax on income and gains to the extent that these arise from its charitable activities.

11. TRUSTEES REMUNERATION AND EXPENSES	2021 £	2020 £
Travel and subsistence reimbursed	-	2,486

The total number of trustees who claimed reimbursement of expenses during the financial year was: 0 (2020:10).

No Trustees received any remuneration during the year.

12. FUND RECONCILIATION

	Balance At 1 August 2020 £	Income £	Expenditure £	At 31 July 2021 £
Unrestricted	189,867	247,004	(204,749)	232,122

13. ULTIMATE CONTROLLING PARTY

There is no ultimate controlling party.

14. RELATED PARTIES

The charity has no related parties other than its trustees.