ADVANCED LIFE SUPPORT GROUP

England & Wales · Charity number 1095478

Details

Other names	ADVANCED LIFE SUPPORT COURSES (NORTH WEST), ALSG
Status	Registered
Legal form	Charitable company
Company number	04580873
Registered	2003-01-20
Register	View on the Charity Commission register

Contact

Address	Advanced Life Support Group 29-31 Ellesmere Street Swinton Manchester M27 0LA
Phone	01617941999
Email	skay@alsg.org
Website	www.alsg.org

Activities

Objects: THE PRESERVATION OF LIFE BY PROVIDING TRAINING AND EDUCATION TO THE GENERAL PUBLIC AND IN PARTICULAR BUT NOT EXCLUSIVELY TO DOCTORS, NURSES AND OTHER MEMBERS OF THE MEDICAL PROFESSION, IN LIFE SAVING TECHNIQUES IN PARTICULAR REGARDING ADVANCED TRAUMA, CARDIAC AND PAEDIATRIC LIFE SUPPORT TREATMENT.

Activities: To preserve life by providing training:- provision of training courses;- development of training packages;- research and quality control

Classification

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

Downloaded from opencharities.uk/ew/1095478

Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE WORLDWIDE
- Australia
- Austria
- Bangladesh
- Barbados
- Belgium
- Bosnia And Herzegovina
- Brazil
- Cambodia
- Chile
- Croatia
- Denmark
- Egypt
- Fiji
- Germany
- Greece
- Guernsey
- India
- Iraq
- Ireland
- Italy
- Japan
- Jersey
- Kuwait
- Liberia
- Lithuania
- Macedonia
- Malaysia
- Mexico
- Nepal
- Netherlands
- New Zealand
- Northern Ireland
- Norway

Downloaded from opencharities.uk/ew/1095478

- Oman
- Pakistan
- Portugal
- Qatar
- Scotland
- Slovakia
- Slovenia
- South Africa
- Spain
- Suriname
- Sweden
- Switzerland
- The Gambia
- Trinidad And Tobago
- United Arab Emirates
- Vietnam
- Zambia
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£2,064,511	£1,970,210	£1,279,319	26
2023-12-31	£2,204,980	£2,018,251	£1,185,018	24
2022-12-31	£1,802,490	£1,731,777	£998,289	23
2021-12-31	£1,537,267	£1,559,544	£927,576	23
2020-12-31	£1,346,918	£1,498,111	£949,853	28

Downloaded from opencharities.uk/ew/1095478

Trustees

Name	Role	Appointed
Stephanie Smith	Chair	2023-07-12
ALAN CHARTERS		
Anthony Hugh Gleeson		2023-10-12
Dr Jessica Grundy		2023-07-06
Dr Martin Oliver Edwards		2021-12-02
KATHY DOYLE		
Michael Longman		2023-07-06
PROFESSOR SIMON CARLEY		2025-07-10
Sarah Dickie		2021-12-02

Downloaded from opencharities.uk/ew/1095478

ADVANCED LIFE SUPPORT GROUP

England & Wales - Charity number 1095478

Accounts

Advanced Life Support Group

A charity dedicated to saving life by providing training

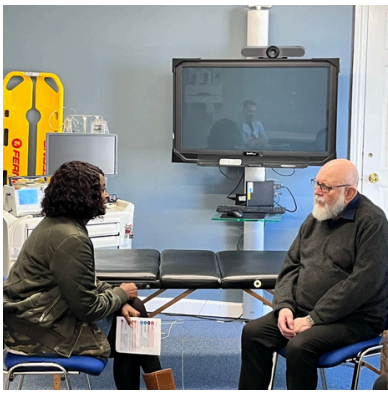
Annual report and accounts

for the year ended 31st December 2024

Registered Company Number: 4580873 (England and Wales)
Registered Charity Number: 1095478









Contents

A word from ALSG's Chair of Trustees and CEO	03
Purpose, vision and values	04
Who we are	05
What we do	06
Course updates	07
In other news	08
Instructor development and support	09
2024 highlights	10
Social responsibility and EDI	11
Looking ahead	12
Financial review	13
Reference and administration details	14
Report of the trustees	15-16
Pay and renumeration of the Charity's key personnel	17
Financial statements	18
Independent auditor's report	19-23
Statement of financial activities	24
Balance sheet	25
Cash flow statement	26
Notes to the financial statements	27-38



A word from the ALSG Chair of Trustees & CEO



Sinead Kay, ALSG CEO

We are pleased to welcome you to our Annual report for 2024. This report reflects a year of continued growth, learning and resilience for ALSG, and we are proud to share the progress we've made together with our community, partners and supporters.

As Chair of Trustees and CEO, we are delighted to announce that this year, our work has reached new milestones with training over 300,000 candidates globally to help saves lives and improve patient outcomes.

We extend our deepest gratitude to our wonderful volunteer instructors, Working Group members and Trustees who continue to support the charity with their time and expertise. Their generous contributions make a lasting impact, and we are grateful for the passion and care each one of you brings to everything you do. Thank you for being an essential part of our community.

2024 saw some big changes, in particular on the Board of Trustees. We celebrated our long-serving Chair of Trustees, Prof. Kevin Mackway-Jones, who stepped down from the board after an incredible 34 years, of which he was Chair for 13. Kevin has worked tirelessly with ALSG to develop and deliver revolutionary training across the world. ALSG will be forever grateful to Kevin for his dedicated service and unwavering support that has played a vital role in shaping our journey and success. Kevin is not leaving us completely, as he will continue to co-chair the Manchester Triage Group with Jill Windle.

We are thrilled to welcome Stephanie Smith, retired Consultant Paediatrician, as our new Chair of Trustees. Stephanie brings a wealth of experience with ALSG, having recently stepped down from her role as Chair of the APLS Working Group. We eagerly anticipate working with Stephanie and are confident that ALSG is in capable hands.



Stephanie Smith, ALSG Chair of Trustees

Looking ahead, we remain committed to building a more inclusive, sustainable and effective organisation. With a clear strategy and a strong foundation, we are confident that the coming year will bring even greater progress. Thank you for being part of our journey.



Purpose, vision and values



EDUCATE	SUPPORT	INNOVATE	COLLABORATE	EXCEL
Educate clinicians to give them confidence knowledge and practical skills to save lives.	We listen, respond, provide and support.	We continually pioneer new approaches to improve medical education.	Mutual respect with our partners through shared values and trust.	We excel at providing standardised, quality-assured training needed to save lives.

Vision

For more than 30 years our vision has remained the same:

To save lives and improve patient outcomes.

We believe this is still core to everything we do and we demonstrate our commitment to our vision, through our continuous development of the clinical training and education ALSG provides.

Mission

ALSG's mission is to improve patient outcomes and preserve life by providing training and education to doctors, nurses, and other allied health professionals.

We pride ourselves on being a world leader, influencing and providing innovative lifesaving training for everyone who is responding to a medical emergency.

Who we are

Board of Trustees

As a not-for-profit charity, ALSG is governed by its Trustees, some of whom have worked with us for many years. Each Trustee comes with their specialist skills and knowledge which vary from clinical and commercial specialisms.

The Board guides the direction of the charity and advises on, and sets the strategy. In addition, the Trustees provide direction on regulatory and financial decisions, along with using their experience and skills to support the Senior Leadership Team (SLT).



Top L-R: Stephanie Smith, Alan Charters, Sarah Dickie, Kathy Doyle
Bottom L-R: Tony Gleeson, Jessica Grundy, Michael Longman, Martin Edwards

Senior Leadership Team (SLT)

There are three members of the SLT, Sinead Kay, CEO, Clare Duffy, Director of Operations and Kate Denning, Director of Education & Development. Each SLT member has responsibility for specific functions and collectively the SLT manage the day-to-day running of the organisation. They work closely with and report to the Board of Trustees.







What we do

We are a charity committed to saving lives and improving patient outcomes. At ALSG we provide education packages for clinicians in the pre-hospital, hospital, and community settings. Our approach is to offer a blended learning programme culminating in a cohesive, best practice learning package including:

- A course manual, giving the theoretical grounding
- Online learning where the theory is tested and applied
- Hands on-practical face-to-face training



Our blended learning packages have education at the heart and are developed by International Working Groups made up of clinical and educational specialists, underpinned by a Chairperson.

Manchester Triage System

ALSG Paediatrics

ALSG IMMS

ALSG Acute Mental Health

ALSG Obstetric

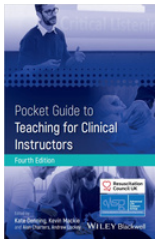
ALSG Instructor Training

ALSG Child Protection

ALSG Transfers

As a result of the commitment of our many volunteers, ALSG is able to continue to deliver life saving education right across the world and we are enormously grateful to each and everyone of them.

Course updates

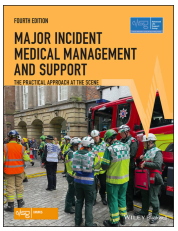


Generic Instructor Course (GIC)

ALSG has been working throughout 2024 to launch our flagship Instructor training - Generic Instructor Course (GIC) 4th edition. The new GIC 4e reflects our ongoing commitment to delivering educationally robust training for our future instructors.

Working in partnership with the RCUK, the world-renowned 'blue book' was updated and re-written to reflect current and best educational practice, along with the practical course and e-learning. We are very proud of the education package and thank all those involved in making it happen.

30 years of major incident training

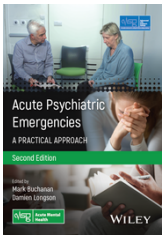


In 2024, we proudly mark 30 years of delivering Major Incident Medical Management and Support (MIMMS) training—three decades of preparing healthcare professionals to respond effectively when it matters most

Since its launch, the MIMMS course has become a cornerstone of major incident preparedness worldwide, and has been recognised as a valuable training resource for event healthcare staff by the Manchester Arena Inquiry.



Acute Psychiatry



We are proud to announce the development of the second edition of the Acute Psychiatry course for adults (APEx), launching in 2025. This updated version builds on the success of the original course, with enhanced content designed to support clinicians in the effective assessment and management of adults experiencing acute mental health crises. Developed by subject matter experts and frontline practitioners, the second edition reflects current clinical guidelines, contemporary challenges, and best practice in multidisciplinary psychiatric care.



New for 2024 is the development of the Children and Young People's Acute Psychiatric and Psychosocial Emergencies (CYP APEx) course - a ground breaking, multidisciplinary training programme developed in 2024 to meet the growing need for specialist care in children and young people experiencing acute psychiatric and psychosocial crises. Developed in collaboration with experts from emergency medicine, paediatrics, psychiatry, and the Royal Colleges, this course responds directly to increasing demand from frontline clinicians for structured, practical training in this complex and evolving area.

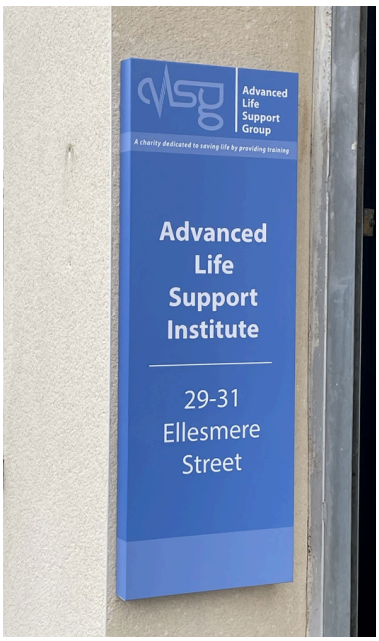
Child Protection in Practice

Child protection continues to evolve and in collaboration with the RCPCH, eight new Child Protection in Practice (CPiP) e-modules have been developed to enhance safeguarding training for healthcare professionals.

These interactive, scenario-based e-learning modules are designed to support clinicians in recognising and responding to child protection concerns in real-world clinical settings. They reflect current guidance and best practice, and aim to strengthen clinical confidence and decision-making in safeguarding contexts.



In other news



The Advanced Life Support Institute

In 2024 we announced the new name for our head office and training centre: **The Advanced Life Support Institute!**

This new name represents our continued commitment to innovation and excellence in medical education. The name “Institute” symbolises our vision for improving patient outcomes and saving lives through education, and marks an important milestone in our journey towards greater innovation, collaboration, and community engagement.

The Advanced Life Support Institute will continue to serve as a hub for learning and education, and after several years of renovation, it’s welcoming atmosphere is a place for inspiration, progress, and connection.

We can't wait to welcome you to the Advanced Life Support Institute.

niche INTERNATIONAL
NEWBORN, INFANT & CHILD HEALTH EDUCATION

In line with our strategic plan, we continue to work with NICHE International in delivering the Neonatal Care Course in emerging economies.



Three new educators were recruited to support the growing demand for the Generic Instructor Course. We welcome Suzanne Moffat, Sharon Kilkie and Remy Toko to the team.

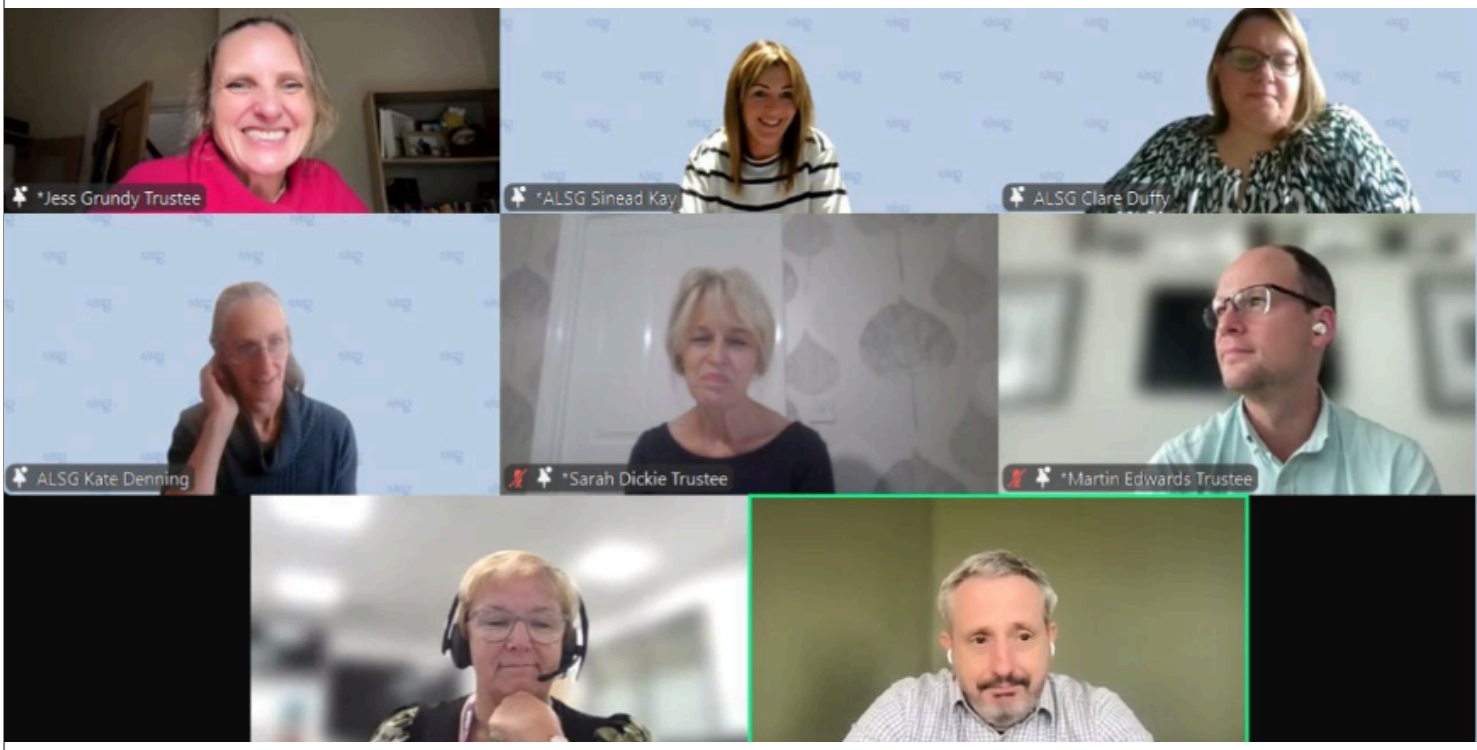
BABY LIFELINE TRAINING
Promoting Safer Maternity Care

Through this collaboration, ALSG shares its experience in structured, evidence-based instructor development to help Baby Lifeline build a strong network of skilled educators.

MOUNTAIN RESCUE ENGLAND & WALES

We are proud to support Mountain Rescue teams by providing high-quality instructor training tailored to their unique operational environments and clinical challenges.

Instructor development and support



Top l to r: Dr Jessica Grundy, Trustee; Sinead Kay, ALSG CEO; Clare Duffy, ALSG Director of Operations
Middle l to r: Dr Kate Denning, ALSG Director of Education; Sarah Dickie, ALSG Trustee; Dr Martin Edwards, ALSG Trustee
Bottom l to r: Celia Kendrick, HMIMMS Working Group Chair; Dr Anthony Gleeson, ALSG Trustee and MIMMS Working Group Chair

At ALSG, we deeply value the dedication and expertise of our volunteer instructors, who play a crucial role in delivering high-quality education and training to our community. To ensure they have the tools, knowledge, and support they need to succeed, we offer a range of webinars and support designed specifically for our volunteer instructors.

In September 2024, we ran our very first online, global webinar for instructors across all courses. This was an essential part of our commitment to the professional growth of volunteer instructors and included valuable sessions on giving difficult feedback, coaching from the perspective of an open water swimming coach and a fantastic session from a neurodivergent candidate becoming an instructor.

GIC 4e Instructor Support
During the development of the GIC 4e, we ran a series of webinars and did a podcast to support our instructors, centres and educators with the new course.

mMOET Instructor Support
Supporting instructors to use the Maternity Early Warning Score on mMOET courses. MEWS is a core deliverable within the NHS England 3-year delivery plan for maternity and neonatal services.

Paediatric Instructor Support
Providing continuous support and professional development for our volunteer instructors to ensure that our instructors are fully equipped to deliver high-quality paediatric training.

2024 highlights



36
Overseas course centres

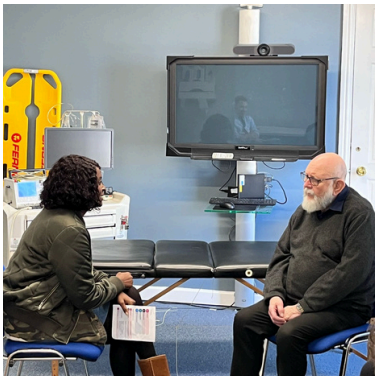


2762
IPs trained on GIC courses

111
UK course centres



446
Candidates becoming full instructors





7688
Provider course candidates trained in the UK



7198
Candidates trained overseas

Social responsibility

At ALSG, our mission to improve patient care through high-quality training is underpinned by a strong commitment to social responsibility. In 2024, we continued to extend our impact beyond the classroom, supporting communities, healthcare professionals, and partner organisations in meaningful and sustainable ways.

- **Equity in education** - We remain dedicated to making life-saving training accessible to healthcare professionals regardless of geography or resources
- **Partnerships that make a difference** - we proudly supported key organisations aligned with our values
- **Environmental Considerations** - we made continued progress in reducing our environmental footprint, including extending digital course material and virtual instructor training

We are committed to evolving our approach to social responsibility, with a focus on inclusive education, sustainability, and community impact. As we look to the future, we will continue to collaborate with our partners and stakeholders to ensure that our values are reflected in everything we do.

Equality, Diversity, and Inclusion (EDI)

At ALSG, our commitment to Equality, Diversity, and Inclusion (EDI) is fundamental to our mission of providing life-saving training to healthcare professionals worldwide. Our learning resources reflect the diversity of staff and patients who attend and are impacted by our training.

In 2024, we continued to strengthen our efforts to ensure our courses, workplace, and partnerships reflect the diverse and evolving needs of the communities we serve. A key focus this year has been on improving support for individuals with hidden disabilities, recognising the importance of fostering a truly inclusive environment for all.

ALSG has become a Sunflower-friendly site, demonstrating its commitment to supporting all staff and visitors to the Advanced Life Support Institute in Manchester.

The global ‘Hidden disabilities’ initiative helps individuals with non-visible disabilities, offering them the recognition and support they need and deserve. By joining the Sunflower network, ALSG aims to create a more inclusive and understanding environment for all.

Looking ahead

As we reflect on a year of progress, innovation, and collaboration, ALSG remains firmly focused on the future. In the year ahead, we will continue to evolve our courses, strengthen our partnerships, and expand our global impact—driven by our mission to improve patient care through high-quality, accessible education. In 2025, our priorities include:

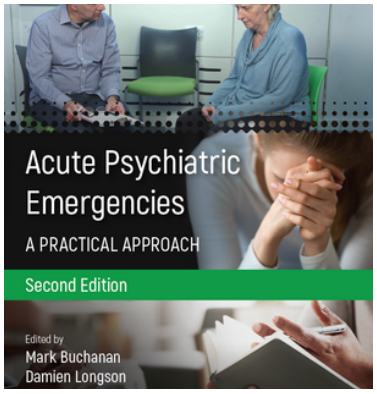
- **Advancing Course Development:** We will build on recent successes such as the second edition of the Acute Psychiatry course and the launch of CYP APEx, by continuing to review and refresh course content to reflect the latest clinical evidence, global health priorities, and the needs of multidisciplinary teams.

- **Strengthening Instructor Support:** We will enhance our support for instructors through new development opportunities, webinars, and digital resources, ensuring they remain confident, competent, and connected—delivering consistent, high-quality training worldwide. We will also be hosting our bi-annual Conference on 24th September 2025.

- **Expanding Accessibility and Inclusion**: We will deepen our commitment to equality, diversity and inclusion by increasing the availability of accessible learning formats, improving support for individuals with hidden disabilities, and promoting inclusive practice across all our work.

- **Embracing Digital Innovation**: We will continue investing in digital learning technologies and blended course formats to increase reach, reduce barriers, and ensure flexibility for both learners and educators.

- **Global Collaboration**: As our international partnerships grow, we will focus on expanding access to training in low-resource settings, sharing expertise, and supporting capacity-building to strengthen emergency care systems around the world.









We are excited about what lies ahead and remain deeply grateful to our faculty, centres, partners, and volunteers who make our work possible. Together, we will continue to educate, empower, and equip healthcare professionals with the skills they need to save lives—today and into the future.

Financial Review

2024

During the year the Charity's total income was £2,064,511 (2023 £2,204,980), and the overall performance recorded a surplus of £94,301 (2023 surplus £186,729). Support costs, expended as a percentage of income, increased during the year to 6.73% (2023: 6.31%).

PRINCIPAL FUNDING SOURCES

There are three main sources of funding that all support training course provision, training course development and feedback and quality assurance activities:

- Course fee income from candidates attending courses in the Manchester training centre.
- Certification and online course fee income from courses running elsewhere for ALSG courses.
- Royalties donated from the sale of published materials.

PRINCIPAL RISKS AND MANAGEMENT

The trustees and senior leadership team have conducted a review of the major risks to which the charity is exposed. The principal risks are NHS funding and the impact on training budgets and instructor availability. A risk management policy and system has been prepared, which details the steps that have been taken to mitigate the risks.

RESERVES POLICY

The Trustees reviewed the reserves policy to and decided that they would require a six month foreseeable fixed expenditure (including purchase of fixed assets) and this prudent approach provides ALSG with a level of funds available to respond as situations change. They consider that the ideal level of reserves as at 31st December 2024 would be £600,000. At this level, the Trustees feel that they would be able to continue the current activities of the charity in the event of a significant fall in take up of courses. As at 31st December 2024, the 'free reserves' i.e. funds not already invested in fixed assets, amount to £859,362 which exceed the required level by £259,362.

INVESTMENT POLICY

ALSG is investing funds in a prudent way, ALSG continues to invest in cash deposits in the bank to maintain an amount in the current account sufficient to cover immediate needs. ALSG has a cash and investment policy, and this governs investment processes and decision-making.

REFERENCE AND ADMINISTRATION DETAILS

2024

CHARITY NAME AND REGISTERED NUMBERS

Advanced Life Support Group
Company No. 4580873
Charity No. 1095478

PRINCIPAL AND REGISTERED OFFICE

Advanced Life Support Group
29-31 Ellesmere Street,
Swinton
Manchester M27 0LA

TRUSTEES/DIRECTORS

Dr Alan Charters - appointed 30th January 2008
Ms Sarah Dickie - appointed 2nd December 2021
Ms Kathy Doyle - appointed 5th October 2009
Dr Martin Edwards - appointed 2nd December 2021
Dr Anthony Gleeson - appointed 12th October 2023
Dr Jessica Grundy - appointed 6th July 2023
Mr Michael Longman - appointed 6th July 2023
Dr Stephanie Smith - appointed 12th October 2023

Prof Kevin Mackway-Jones (resigned 1st October 2024)
Dr Peter-Marc Fortune (resigned 17th January 2025)

SENIOR LEADERSHIP TEAM

Secretary and Chief Executive Officer:
Mrs Sinead Kay

Director of Operations:
Mrs Clare Duffy

Director of Education & Development:
Dr Kate Denning

Director of Finance:
Mr Nick Brooks

PROFESSIONAL ADVISORS

EXTERNAL AUDITOR

Beever and Struthers
Suite 9b, The Beehive
Shadsworth Business Park, Lions Drive
Blackburn, BB1 2QS

BANKERS

Royal Bank of Scotland PLC
Drummond House
1 Redheughs Avenue
Edinburgh EH12 9YH

REPORT OF THE TRUSTEES

2024



STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is controlled by its governing document, its memorandum and articles of association, and constitutes a company, incorporated on the 4th November 2002, limited by guarantee, as defined by the Companies Act 2006. In the event of the company being wound up members are required to contribute an amount not exceeding £10. The company was registered as a charity on 20th January 2003.

Our Trustee Board meets four times each year. They are responsible for the strategic direction and policy of the charity. At present there are eight members, six from clinical backgrounds and two from commercial specialties, each bringing a vast range of knowledge. The CEO supported by the Senior Leadership Team has day-to-day responsibility for the charity activities via a scheme of delegation. ALSG has 22 full time equivalent permanent employees. Volunteers contribute significantly to the charity; in some instances, as expert working group members developing and quality assuring the courses, and in others as instructors teaching on courses. The network of around 6,000 volunteers internationally is at the heart of what we do and work alongside us to achieve our aim of saving lives and improving patient outcomes by providing training.

REPORT OF THE TRUSTEES

2024

RECRUITMENT AND APPOINTMENT OF TRUSTEE BOARD

Under the requirements of the Memorandum and Articles of Association the members of the Trustee Board are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. The Chair of Trustees stepped down in October 2024, and the new Chair Stephanie Smith, was recruited. A Trustee board review has taken place and it was decided to embed the new Chair before recruiting additional Trustees.

TRUSTEE INDUCTION AND TRAINING

All existing trustees are already familiar with the work of the charity through continued involvement in course development, course teaching and research.

New trustees are encouraged to complete online trustee training and familiarise themselves with the charity and the context within which it operates. These are led by the Chief Executive of the charity and cover:

- The obligations of the Trustee Committee.
- The main documents which set out the operational framework for the charity.
- The current three year strategic plan and annual detailed business plan.
- The latest published accounts.

FUNDRAISING

The charity had no fundraising activities requiring disclosure under S162A of the Charities Act 2011.

PAY AND REMUNERATION

2024

PAY AND REMUNERATION OF CHARITY'S KEY LEADERSHIP PERSONNEL

The Trustee Committee chaired by the Chair of Trustees reviews and agrees the pay and remuneration of all staff each year including the Senior Leadership Team (SLT). The ratio of senior pay to lowest pay is 1:10 overall and 1:4 for office-based staff. The approach is:

- A full benchmarking exercise is completed as part of the strategic plan preparation which is then set for the duration of the plan.
- In other years, a percentage pay increase will be considered at the April Trustee meeting based on performance, general market conditions and scenario planning.
- New roles may be benchmarked using the report from the benchmarking exercise.
- All members of staff undertaking the same role will have the same benchmarked pay.

The benchmarking exercise is completed by the SLT using a third party.

TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31ST DECEMBER 2024

The trustees (who are also the directors of Advanced Life Support Group (ALSG) for the purposes of company law) are responsible for preparing the Report of the Trustees (incorporating Directors' Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

FINANCIAL STATEMENTS

2024

PREPARATION OF FINANCIAL STATEMENTS

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

ACCOUNTING RECORDS

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

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom covering the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

RELATED PARTIES

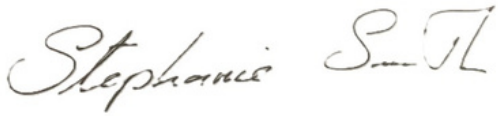
There have been no related party transactions in the reporting period that require disclosure.

AUDITORS

The auditors, Beever and Struthers will be proposed for reappointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the Board of Trustees on 10th July 2025 and signed on behalf by:



Stephanie Smith, Chair of Trustees

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ADVANCED LIFE SUPPORT GROUP

2024

OPINION

We have audited the financial statements of Advanced Life Support Group (the "charitable company") for the year ended 31 December 2024 which comprise the Statement of Financial Activities (incorporating an income and expenditure account), the Balance Sheet, the Cash Flow Statement and the notes to the financial statements, including a summary of significant accounting policies in note 2. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 December 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 requirements of the Companies Act 2006.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's 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.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ADVANCED LIFE SUPPORT GROUP

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 (who are also the directors of the charitable company for the purposes of company law) are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

OPINIONS ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

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

- the information given in the trustees' report which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ADVANCED LIFE SUPPORT GROUP 2024

RESPONSIBILITIES OF DIRECTORS

As explained more fully in the Trustees' Responsibilities Statement for the financial statements set out on pages 26-40, 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

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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud are detailed on the next page.



INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ADVANCED LIFE SUPPORT GROUP

EXTENT TO WHICH THE AUDIT WAS CONSIDERED CAPABLE OF DETECTING IRREGULARITIES, INCLUDING FRAUD

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations.
- we identified the laws and regulations applicable to the charitable company through discussions with trustees and other management, and from our knowledge and experience of the charity sector.
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the Companies Act 2006, the Charities Act 2011, taxation legislation, data protection, anti-bribery, employment, environmental and health and safety legislation.
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence.
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud.
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures on income and salaries to identify any unusual or unexpected relationships.
- tested journal entries to identify unusual transactions.
- assessed whether judgements and assumptions made in determining the accounting estimates set out in note 2 were indicative of potential bias.
- investigated the rationale behind significant or unusual transactions.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF ADVANCED LIFE SUPPORT GROUP

EXTENT TO WHICH THE AUDIT WAS CONSIDERED CAPABLE OF DETECTING IRREGULARITIES, INCLUDING FRAUD (CONT'D)

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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

USE OF OUR REPORT

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an 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 members as a body for our audit work, for this report, or for the opinions we have formed.

Beever and Struthers

15 July 2025

Mark Bradley FCA (Senior Statutory Auditor)
For and on behalf of
BEEVER AND STRUTHERS
Statutory Auditor
Suite 9b, The Beehive, Shadsworth Business Park, Lions Dr, Blackburn, BB1 2QS

Dated

ADVANCED LIFE SUPPORT GROUP

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND NET EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31st December 2024

	Notes	31.12.24 Unrestricted Total Funds £	31.12.23 Unrestricted Total Funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities	6		
Run, develop and quality assure courses		2,001,450	2,194,903
Investment	4	57,678	4,348
Other	5	5,383	5,729
Total income and endowments		2,064,511	2,204,980
EXPENDITURE ON			
Charitable activities	7		
Run, develop and quality assure courses		1,970,210	2,018,251
Total expenditure		1,970,210	2,018,251
NET INCOMING RESOURCES		94,301	186,729
RECONCILIATION OF FUNDS			
Total funds brought forward		1,185,018	998,289
TOTAL FUNDS CARRIED FORWARD		1,279,319	1,185,018

CONTINUING OPERATIONS
All income and expenditure has arisen from continuing activities

The notes on pages 27 to 38 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

BALANCE SHEET
AS AT 31st December 2024

	Notes	31.12.24 Unrestricted Total Funds	31.12.23 Unrestricted Total Funds
		£	£
FIXED ASSETS			
Tangible assets	14	419,957	428,476
CURRENT ASSETS			
Stocks	15	7,811	8,838
Debtors	16	223,067	380,806
Cash at bank and in hand		1,269,389	1,025,833
		1,500,267	1,415,477
CREDITORS			
Amounts falling due within one year	17	(640,905)	(658,935)
NET CURRENT ASSETS		859,362	756,542
TOTAL ASSETS LESS CURRENT LIABILITIES		1,279,319	1,185,018
NET ASSETS		1,279,319	1,185,018
FUNDS OF THE CHARITY	20		
Unrestricted funds		1,279,319	1,185,018
TOTAL CHARITY FUNDS		1,279,319	1,185,018

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The financial statements were approved by the Board of Trustees and authorised for issue on 10th July 2024 and were signed on its behalf by:

Stephanie Smith

Stephanie Smith – Chair of Trustees
Company number 04580873

The notes on pages 27 to 38 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31st December 2024

	Notes	31.12.24 £	31.12.23 £
Cash flow from operating activities:			
Cash generated from operations	23	196,270	87,603
Net cash provided by operating activities		196,270	87,603
Cash flows from investing activities:			
Purchase of tangible fixed assets		(10,392)	(15,793)
Interest received		57,678	4,348
Net cash used in investing activities		47,286	(11,445)
Change in cash and cash equivalents in the reporting period		243,556	76,158
Cash and cash equivalents at the beginning of the reporting period		1,025,833	949,675
Cash and cash equivalents at the end of the reporting period		1,269,389	1,025,833

The notes on pages 27 to 38 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2024

1. LEGAL FORM AND OTHER INFORMATION

Advanced Life Support Group is a private charitable company limited by guarantee, which was incorporated in England. In the event of the charity being wound up, members are required to contribute an amount not exceeding £10. The registered office is:

29-31 Ellesmere Street
Swinton
Manchester
M27 0LA

2. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.
The financial statements are presented in sterling and rounded to the nearest pound.

Preparation of the accounts on a going concern basis
The Trustees have prepared the accounts on a going concern basis, as the Charity now looks to have recovered from the COVID-19 pandemic. They believe that they have adequate reserves, after reviewing the reserve policy and increasing the policy to a 6 month foreseeable fixed expenditure and has the funds in place to deal with potential future risks to the charity.

Key estimates and judgements
Income
All income is recognised once the charity has entitlement to the funds, any performance conditions attached to the items(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably. The following specific policies apply to categories of income:

Income from grants, whether "capital" or "revenue" grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

Training Course Fees are included on a receivable basis. Course fees from some courses are invoiced in advance and, therefore, deferred and included in income in the relevant financial year when the course is held.

Royalties are included in income when notification of entitlement is received from the publisher. The Royalties received are shown net of amounts payable to overseas partners, which are due as a contribution for translating the publications.

Venue Hire is included in other income when an invoice is raised following the use of the venue.
Investment income relates to interest received from bank deposits and is included in income when receivable.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis, inclusive of VAT which cannot be recovered, and has been classified under headings that aggregate all cost related to the category.

Charitable activities
This includes costs of the charity incurred in the delivery of its activities and services.

Governance costs
The costs include external audit, legal advice for trustees and costs associated with constitutional and statutory requirements including the cost of trustee meetings and preparing statutory accounts. They also include the costs associated with the strategic management of the charity including employee attendance at meetings and administrative support to the trustees.

Allocation and apportionment of costs
Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include Finance, IT, HR, Health & Safety and Building, Marketing and governance costs which support the Charity's activities. Where costs cannot be directly attributed to particular headings, they have been allocated to support costs on a basis consistent with the use of resources (i.e. staff time spent, floor space etc).

Tangible fixed assets
Assets costing £100 or more, and with an expected useful life of more than one year, are capitalised at cost.

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

- Long leasehold property - over 50 years straight line
- Course equipment - over 3 years straight line
- Office equipment - over 5 years straight line
- Computer Equipment - over 3 years straight line

The Trustees have reviewed the residual value of the leasehold property as at 31 December 2024 and have the view that it is at least the "deemed cost" of £400,000, and therefore the depreciable amount is zero. In accordance with the Companies Act 2006 all tangible assets are to be depreciated. The Trustees do regular impairment reviews.

Stocks
Stocks are valued at the lower of cost or net realisable value, after making due allowance for obsolete items. Cost is determined using the First In, First Out (FIFO) methodology.

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

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

Hire purchase and leasing commitments
Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

Pension costs
The charity contributes to a group Personal Pension Plan, which is a defined contribution scheme, operated by Foster De Novo for all eligible employees. Contributions to the scheme are charged to the Statement of Financial Activities as and when they become payable.

Donated services
The Trustees have reviewed the guidance in Charities SORP (FRS 102) (effective 1 January 2019) in relation to volunteers. The guidance states that donated services must be recognised as income when the following criteria are met: there is entitlement to the donation, it is probable that the economic benefits from the donation will flow to the charity, and the measurement of the donation can be measured reliably.
The trustees have agreed that although the first two criteria are met, the fair value or value to the charity could not be measured reliably: that the cost to the charity of producing a value would be prohibitive and that the users of the accounts would not benefit by a better understanding if the valuation was included.

Debtors
Debtors are recognised at the settlement amount due.

Prepayments
Prepayments are valued at the amount prepaid.

Cash
Cash comprises bank deposits. For some accounts a notice period is required for funds withdrawn.

Creditors
Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

Financial instruments
The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

4. INVESTMENTS

	31.12.24	31.12.23
	£	£
Deposit account interest	57,678	4,348

5. OTHER

	31.12.23	31.12.22
	£	£
Other Income received	5,383	5,729
Government grants received	-	-
	5,383	5,729

6. INCOME FROM CHARITABLE ACTIVITIES

		31.12.24	31.12.23
	Activity	£	£
Course fees and course materials	Run, develop & quality assure courses	1,774,227	1,884,930
Royalties	Run, develop & quality assure courses	227,223	309,973
		2,001,450	2,194,903

7. CHARITABLE ACTIVITIES COSTS

	Direct costs (see note 8)	Support costs (see note 9)	Totals
	£	£	£
Run, develop & quality assure courses	1,831,218	138,992	1,970,210

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.12.24	31.12.23
	£	£
Staff costs *(Note 2023 includes contractor costs)*	971,380	955,528
Other operating leases	6,314	4,927
Rates and water	6,317	6,431
Insurance	12,357	11,222
Light and heat	14,675	12,099
Telephone	3,234	2,561
Postage and stationery	9,119	11,813
Bad debts	990	11,584
Course related costs including materials	628,923	644,781
Marketing and professional fees	40,714	63,255
Professional IT costs and support	48,306	40,380
Repairs and renewals	46,623	72,054
Staff training, travel and expenses	14,915	17,408
Depreciation	18,154	14,325
Interest payable and similar charges	9,197	10,653
	1,831,218	1,879,021

9. SUPPORT COSTS

	31.12.24	31.12.23
	£	£
Finance	599	702
Information technology	12,349	12,416
HR, Health & Safety & Building	12,349	12,416
Marketing	24,699	24,831
Governance costs	88,996	88,865
	138,992	139,230

Where costs cannot be directly attributed to each support cost they have been apportioned, based on staff time spent and floor space used, as appropriate.

10. NET INCOME

	31.12.24	31.12.23
	£	£
Depreciation - owned assets	18,911	14,921
Other operating leases	6,577	5,132

11. TRUSTEES' REMUNERATION AND BENEFITS

None of the Trustees received remuneration or other benefits for the year ended 31 December 2024, nor for the year ended 31 December 2023.

Trustees' expenses

During the year 3 Trustees were reimbursed travelling expenses for attendance at the conference and course days and this totalled £853 (2023 £919).

12. STAFF COSTS

	31.12.24	31.12.23
	£	£
Wages and salaries (including child care costs)	921,483	897,190
Social security costs	63,186	78,417
Other pension costs	94,642	86,091
	1,079,311	1,061,698

Allocated to:

	31.12.24	31.12.23
	£	£
Charitable activities	971,380	955,528
Governance	64,759	63,702
Support	43,172	42,468

Wages and salaries have been reduced by way of salary sacrifices as requested by a number of employees and alternative payment made as follows:

Additional pension contribution	33,879	29,632

The average number of total employees (headcount) during the year was as follows:

	31.12.24	31.12.23
Charitable Activities	24	22
Governance	1	1
Support	1	1
	26	24

The full time equivalent number of employees was 22 (2023 - 20).

12. STAFF COSTS continued

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

	31.12.24	31.12.23
£70,000 - £79,999	2	2
£80,000 - £89,999	1	1
	3	3

Key management personnel of the charity comprise the Trustees and Senior Leadership Team. Total key management personnel remuneration was £315,819 (2023 £300,946).

The higher paid members of staff also received pension contributions of £43,799 (2023 £41,760) of which £23,560 (2023 £22,463) is from salary sacrifice.

13. AUDITOR'S REMUNERATION

The audit fees (excluding VAT) charged during the year were £12,650 (2023 - £12,270).

Fees charged (excluding VAT) for other services during the year were £280 (2023 - £290).

14. TANGIBLE FIXED ASSETS

	Leasehold Land and Buildings	Course Equipment	Office Equipment	Computer Equipment	Totals
COST	£	£	£	£	£
At 1 January 2024	400,000	117,628	27,444	86,987	632,059
Additions	-	3,833	4,015	2,544	10,392
Disposals	-	-	-	-	-
At 31 December 2024	400,000	121,461	31,459	89,531	642,451
DEPRECIATION					
At 1 January 2024	-	99,829	25,703	78,051	203,583
Charge for year	-	11,329	695	6,887	18,911
Estimated on disposal	-	-	-	-	-
At 31 December 2024	-	111,158	26,398	84,938	222,494
NET BOOK VALUE					
At 31 December 2024	400,000	10,303	5,061	4,593	419,957
At 31 December 2023	400,000	17,799	1,741	8,936	428,476

The Original cost of the Leasehold land and buildings was £572,112. The Leasehold Property was valued at £400,000 on an open market basis in August 2012 by Robert Pinkus & Co, Chartered Surveyors, and at that stage the property was revalued downward to £400,000, and the impairment went to the SOFA. On transition to FRS102 this value was adopted by the Trustees as the "deemed cost".

15. STOCKS

	31.12.24	31.12.23
	£	£
Stock of course materials	7,811	8,838

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.24	31.12.23
	£	£
Trade debtors	67,714	93,436
Prepayment and accrued income	155,353	287,370
	223,067	380,806

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.24	31.12.23
	£	£
Trade creditors	114,345	140,634
Accruals and deferred income	494,863	489,308
Taxation and social security	22,695	21,459
Other creditors	9,002	7,534
	640,905	658,935

18. DEFERRED INCOME

	£
Balance as at 1 January 2024	330,016
Amount released to Income from Charitable activities	(305,105)
Amount deferred in year	266,220
Balance as at 31 December 2024	291,131

19. COMMITMENTS

Operating lease commitments

At 31st December 2024 the charity had total future minimum lease payments under non-cancellable operating leases as set out below:

	31.12.24	31.12.23
	£	£
Not later than one year	6,861	5,163
Later than one year and not later than five years	2,737	-

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2024 - continued

20. MOVEMENT IN FUNDS

	At 1.1.2024	Net movement in funds	At 31.12.2024
	£	£	£
Unrestricted funds			
General fund	1,185,018	94,301	1,279,319
TOTAL FUNDS	1,185,018	94,301	1,279,319
2023 Comparatives	998,289	186,729	1,185,018

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	2,064,511	1,970,210	94,301
TOTAL FUNDS	2,064,511	1,970,210	94,301
2023 Comparatives	2,204,980	2,018,251	186,729

21. PENSION COMMITMENTS

The group Personal Pension Plan is a defined contribution scheme, and is open to all employees. Employee contributions are not compulsory. The employer contribution is either 7% or 7.5%. Some employees have accepted a salary sacrifice in exchange for additional pension contribution.

The pension cost to the charity for the year was £94,642 including Term Assurance of £5,037 (2023 £86,091 including Term Assurance of £4,073).

At the year-end there were outstanding contributions payable to the scheme of £9,002 (2023 £7,534).

22. RELATED PARTY DISCLOSURES

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

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

	31.12.24	31.12.23
	£	£
Net income for the reporting period (as per the statement of financial activities)	94,301	186,729
Adjustments for:		
Depreciation charges	18,911	14,921
Interest received	(57,678)	(4,348)
Decrease/(increase) in stocks	1,027	6,937
Decrease in debtors	157,739	(150,543)
Increase/(decrease) in creditors	(18,030)	33,907
Net cash provided by operating activities	196,270	87,603

24. ANALYSIS OF CHANGES IN NET DEBT

	At start of year	Cashflows	At year end
	£	£	£
Cash	1,025,833	243,556	1,269,389
Cash equivalents	-	-	-
TOTAL	1,025,833	243,556	1,269,389

ADVANCED LIFE SUPPORT GROUP

England & Wales - Charity number 1095478

Accounts

Advanced Life Support Group

A charity dedicated to saving life by providing training

ANNUAL REPORT AND ACCOUNTS

for the year ended 31st December 2023

Registered Company Number: 4580873 (England and Wales)
Registered Charity Number: 1095478



CONTENTS

02	A note from ALSG's Chair and CEO
03	Purpose, vision and values
04	Meet the team
05	What we do
08	Highlights
09	Quality standards
10	Our people
11	ALSG and MTS Conference
13	Social responsibility
14	Looking forward
15	Financial review
16	Reference and administration details
17	Report of the trustees
19	Pay and renumeration of the Charity's key personnel
20	Financial statements
21	Independent auditor's report
26	Statement of financial activities
27	Balance sheet
28	Cash flow statement
29	Notes to the financial statements



A WORD FROM THE CHAIR AND CEO

ALSG continued to grow in 2023 and upheld our mission to improve patient outcomes and save lives through training. We've never lost sight of our mission and this year we made important steps to improve our online education offering, as well as our IT infrastructure and service. Our strategic aim is to create a more agile organisation for the future, of which the foundations are now in place.

2023 was a busy year for course developments with Advanced Paediatric Life Support (APLS) 7th edition launching in the same year it celebrated 30 years of ground-breaking, international training. This is an important milestone for APLS, and we thank each and everyone involved in making it happen.

We also brought our wonderful volunteers back together after a five-year hiatus, at the ALSG Conference in September. It was fantastic to see so many of our colleagues together in Manchester, learning and sharing with a host of speakers bringing a new dimension to ALSG education. The energy, optimism and engagement were clear to see, which made it an unforgettable event. Our best one yet!

An important priority for us in 2023 is that of diversity, equality and inclusion. Our aim is to ensure that the ALSG family reflects the broader community around us, where individuals know they are in a safe space, and where we ensure equality of opportunity for all. We have made a good start with investment in our course materials, as well as putting a group together to prepare our overseas colleagues for learning in the UK, but much work remains, and it will be at the forefront of our activity in 2024.

Our volunteer instructors, working group members and colleagues around the world have once again been vital to the success of ALSG in 2023 and we thank you all for your contribution. We really couldn't do any of this important work without your unwavering support.

There is a lot more on the horizon for ALSG, so watch this space.



PURPOSE, VISION AND VALUES

2023



EDUCATE	SUPPORT	INNOVATE	COLLABORATE	EXCEL
Educate clinicians to give them confidence knowledge and practical skills to save lives.	We listen, respond, provide and support.	We continually pioneer new approaches to improve medical education.	Mutual respect with our partners through shared values and trust.	We excel at providing standardised, quality-assured training needed to save lives.

VISION

For more than 30 years our vision has remained the same:

To save lives and improve patient outcomes.

We believe this is still core to everything we do and we demonstrate our commitment to our vision, through our continuous development of the clinical training and education ALSG provides.

MISSION

ALSG's mission is to improve patient outcomes and preserve life by providing training and education to doctors, nurses, consultants and other allied health professionals.

We pride ourselves on being a world leader, influencing and providing innovative lifesaving training for everyone who is responding to a medical emergency.

MEET THE TEAM

2023



ALSG is a charity and as such is governed by its Trustees, some of whom have worked with us for many years.

The Trustees each come with their specialist skills and knowledge and are from varied clinical and commercial specialties. The board guides the direction of the charity and advises on and sets the strategy. In addition, the Trustees provide guidance on financial decisions, along with using their experience and skills to support the Senior Leadership Team.





There are three members of the Senior Leadership Team (SLT), namely:

- Sinead Kay, Chief Executive Officer (CEO)
- Clare Duffy, Director of Operations
- Kate Denning, Director of Education and Development

Each SLT member has responsibility for specific functions and collectively manage the day-to-day running of the organisation.

The SLT work closely with the Trustees, meeting quarterly to oversee the strategic direction of the organisation, as well as managing risks and issues.

WHAT WE DO

2023

MEDICAL EDUCATION

We are a charity committed to saving lives and improving patient outcomes. At ALSG we provide education packages for clinicians in the pre-hospital, hospital, and community settings. Our blended learning packages have education at the heart and are developed by international working groups made up of clinical and educational specialists, underpinned by a chairperson.

Innovative and evolving medical education is core to ALSG and is a cyclical process. Each education package has a life cycle of four years when they go through a rigorous development programme to update the clinical content and educational processes inline with current best practice. During the life cycle of a course programme, interim updates are regularly made and provided to clinicians to ensure they are current.

OUR VOLUNTEERS

ALSG is lucky to have thousands of volunteers championing the organisation, from our working group members to faculty and trustees, all of whom give their time and expertise to support the organisation.

As a result of our many volunteers, ALSG is able to continue to deliver life saving education training right across the world and we are enormously grateful to each and everyone of them.



WHAT WE DO
(CONT'D)

COURSE DELIVERY

Each course follows a structured approach, meaning that no matter where in the world it is delivered, there is consistency and quality assurance.

As a blended learning package, courses include a manual teaching the theory, pre-course e-modules to test the theory and a face-to-face course which provides candidates with the opportunity to practice skills in a safe and protected environment.

An important element of our education delivery is mentorship and reflection, both of which are integral to the face-to-face delivery of courses and something our instructors are coached to do effectively when they complete the GIC in their journey to becoming an instructor.

Many of our courses are assessed using continuous assessment which creates a learning environment where candidates can grow and develop in their clinical, team working, communication and leadership skills. All of which are skills an examination cannot quantify but are essential in a clinician's development.

WORKING WITH EMERGING ECONOMIES

One of ALSG's strategic aims is to support education and health equality in low-middle income countries. Alongside our partners, Maternal & Childhealth Advocacy International (MCAI), ALSG has developed the Strengthening Emergency Care (SEC) programme that aims to overcome healthcare barriers faced by women, children and young people when seeking appropriate and timely healthcare.

The SEC programme has several courses under its umbrella, which all aim to provide healthcare access and equality in these countries.

In 2023 our partners NICHE International took the Neonatal Care Course (NCC) to Cameroon and Uganda to fulfil this important part of our charitable aims.



niche INTERNATIONAL
NEWBORN, INFANT & CHILD HEALTH EDUCATION

WHAT WE DO

(CONT'D)

MANCHESTER TRIAGE SYSTEM (MTS)

This world-wide triage system is universally accepted as a global standard to prioritise patients, using a reductive system. The MTS was borne more than 25 years ago and is an integral part of the organisation and supports our mission to save lives.

MTS is a clinical risk management tool implemented across the world to enable the sage management of patient flow and is made up of several triage tools, all individually developed and deployed to specific disciplines with a shared aim of improving patient outcomes and saving lives.

The MTS Emergency Triage (ET) ensures that a consistent approach to patient assessment and prioritisation in the Emergency Department is maintained, allowing for robust audit and increased patient safety.

As the health service is faced with an ever-increasing number of patients presenting with a wide range of problems, the MTS Telephone Triage and Advice (TTA) tool provides clinicians with a framework used by telephone triage clinicians worldwide. TTA ensures patients receive the most appropriate priority and plan of care following a remote triage assessment.

The MTS is continuously evolving triage tools such as Telephone Triage (TTA) which proved popular during Covid, but such has been the success of the tool, that many countries with large remote conurbations, continue to utilise it.

The MTS has been specifically adapted for use within the Nursing and Residential Home setting by both nursing and care home staff - Nursing and Residential Triage (NaRT). NaRT aims to reduce hospital admissions by keeping elderly patients within the comfort of their safe environment.

The Pathfinder tool has been designed specifically for use by both registered and non-registered healthcare professionals in the pre-hospital setting.

MTS continues to be an important aspect of the work ALSG does as we aim to improve patient outcomes and save lives. It continues to evolve with International Reference Groups (IRG) responsible for the dissemination of triage within their country. Working groups consisting of end users and clinical experts from a range of disciplines ensure the tools are in line with current and best practice.

In 2023 updates were launched in ET and TTA, providing the most current evidence-based best practice.

Nursing and Residential Triage

Pathfinder

Emergency Triage

Telephone Triage and Advice

HIGHLIGHTS

2023



QUALITY STANDARDS

2023

ALSG has a portfolio of 16 education packages, all individually designed and developed to meet the needs of specific specialties and patient groups.

Each package is led by a working group chairperson and a group of international clinical volunteers with expertise in a particular specialty.

During the life cycle of a course, the working group will determine when an update is required which is based on clinical updates and guidelines, as well as educational changes. Undertaking a course development is no mean feat, there is a robust and rigorous update programme in which the ALSG team work through to ensure quality improvement and assurance.

Our most recent development was APLS 7e which launched at the end of the year and was put through many pilot courses, material testing and quality assurance testing before becoming a live course.

ALSG uses a structured and sequential approach to each of its training packages, providing knowledge and skills to candidates. This delivers quality and consistency regardless of where the course is, and this principle is applied to every course practiced across the world.



INSTRUCTORS

Like our course packages, there is a rigorous and robust quality assurance programme for candidates becoming instructors. ALSG has been recognised by the Academy of Medical Educators (AoME) and has been accredited by the organisation for the high quality of standards on the Generic Instructor Course (GIC).

SERVICE

In 2023 the focus was on improving the user experience on ALSG's website. A new 'centre hub' has been launched, providing coordinators with everything they need in one place, as well as the ability to interact with ALSG more easily. A similar hub is being developed for instructors and will be launched in 2024.

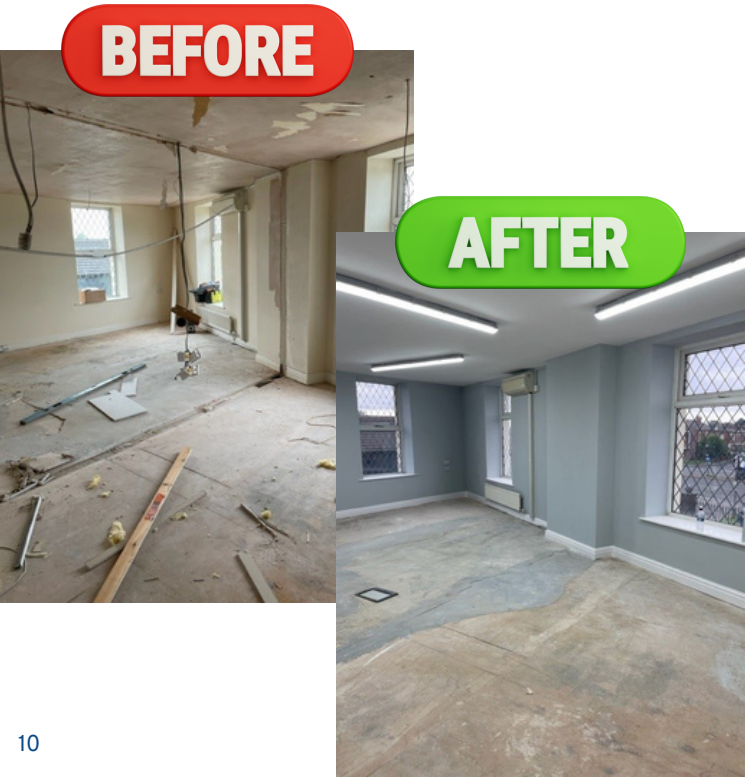
We have also introduced an online chat facility. Visitors to the website can have access to a live web chat which is not a 'bot', but a real person able to assist the user. This provides instant access to ALSG.

OUR PEOPLE

2023

Continuing to create an open and inclusive environment where our people can flourish and be the best they can be, remained central to our people strategy this year. Focusing on inclusion across all our people is critical given the diversity of our community. Along with our thousands of volunteers who support us around the globe, and our staff at headquarters in Manchester, we've stayed focused on working together to improve patient outcomes and saving lives.

Our people at head office are supported through collaborative, inclusive and compassionate leadership, and this year we invested in the office space, creating an integrated workspace with freedom for creativity and cross-functional team working.



Our board was strengthened this year with the recruitment of two new trustees, both of whom are current working group chairs and have worked with, and supported ALSG, for many years. Each of them brings a wealth of knowledge and experience in their specialties and we look forward to working with them for many years to come.



Supporting our instructors is an important part of our ethos and we were delighted to bring back our biennial conference after a five-year break. Our instructors got to experience some of the innovations in clinical education, as well as refreshers on some of the more traditional education techniques, both supporting the development of our people.



ALSG/MTS CONFERENCE 2023

2023

INNOVATION **SIMULATIONS** **DIVERSITY**

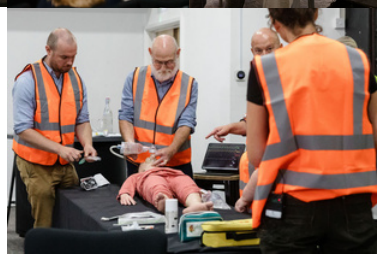
HEALTH EQUALITY **INTERNATIONAL** **MTS**

In 2023, ALSG hosted its biennial conference, themed 'Forward thinking, innovation and flexibility in education'. Over 200 delegates participated both in person and online, marking ALSG's inaugural hybrid event.

The conference covered a diverse range of topics, including the development of educational tools such as Virtual Reality (VR) and how Artificial Intelligence (AI) can enhance learning. Additionally, there was a session dedicated to explore more traditional methods of communication, strategies for refining listening styles to become better educators, and practical insights for enhancing everyday teaching practices.

The conference featured an international element with a presentation on 'HMIMMS and MIMMS in Estonia', to support those involved in conflict to deal with medical emergencies. Members of the Strengthening Emergency Care working group (SEC), gave an insight to the fantastic work they are doing in Cameroon, Uganda and Liberia, training instructors in the Neonatal Care Course. Not only did they teach but also learned from their hosts, acknowledging that the world has become our own training ground. Additionally, speakers presented from as distant locations as the US and Australia, and we welcomed delegates to Manchester from Japan, Australia and Europe.





The APLS and Managing Medical and Obstetric Emergencies and Trauma (mMOET) working groups showcased simulations from the recently updated courses.

Additionally, the Acute Psychiatric Emergencies (APEx) working group led a discussion on adapting the course for children and young people (CYP), and how ALSG are collaborating with colleagues from the Royal College of Paediatrics and Child Health (RCPCH) to facilitate this.

The Manchester Triage System (MTS) explored themes such as the Major Incident Triage Tool, improving the use of vital signs in MTS for children, improving ambulance turnaround times using MTS and much more.









ALSG/MTS CONFERENCE 2023

2023







2023 also celebrated 30 years of APLS! We celebrated this important milestone at the ALSG conference. As a ground-breaking paediatric training course running for 30 years, APLS continues to evolve and the launch of 7e was a perfect way to mark this achievement. Delegates were gifted with responsibly sourced coffee beakers, cake and there were celebratory banners to mark the occasion.



CELEBRATING 30 YEARS OF APLS

Following the conference, delegates provided overwhelmingly positive feedback. Many hailed it as the best one yet, citing particular workshops that enriched their professional roles. Mark your calendars for the next conference, tentatively scheduled for **24th September 2025**, this will be confirmed closer to the time.

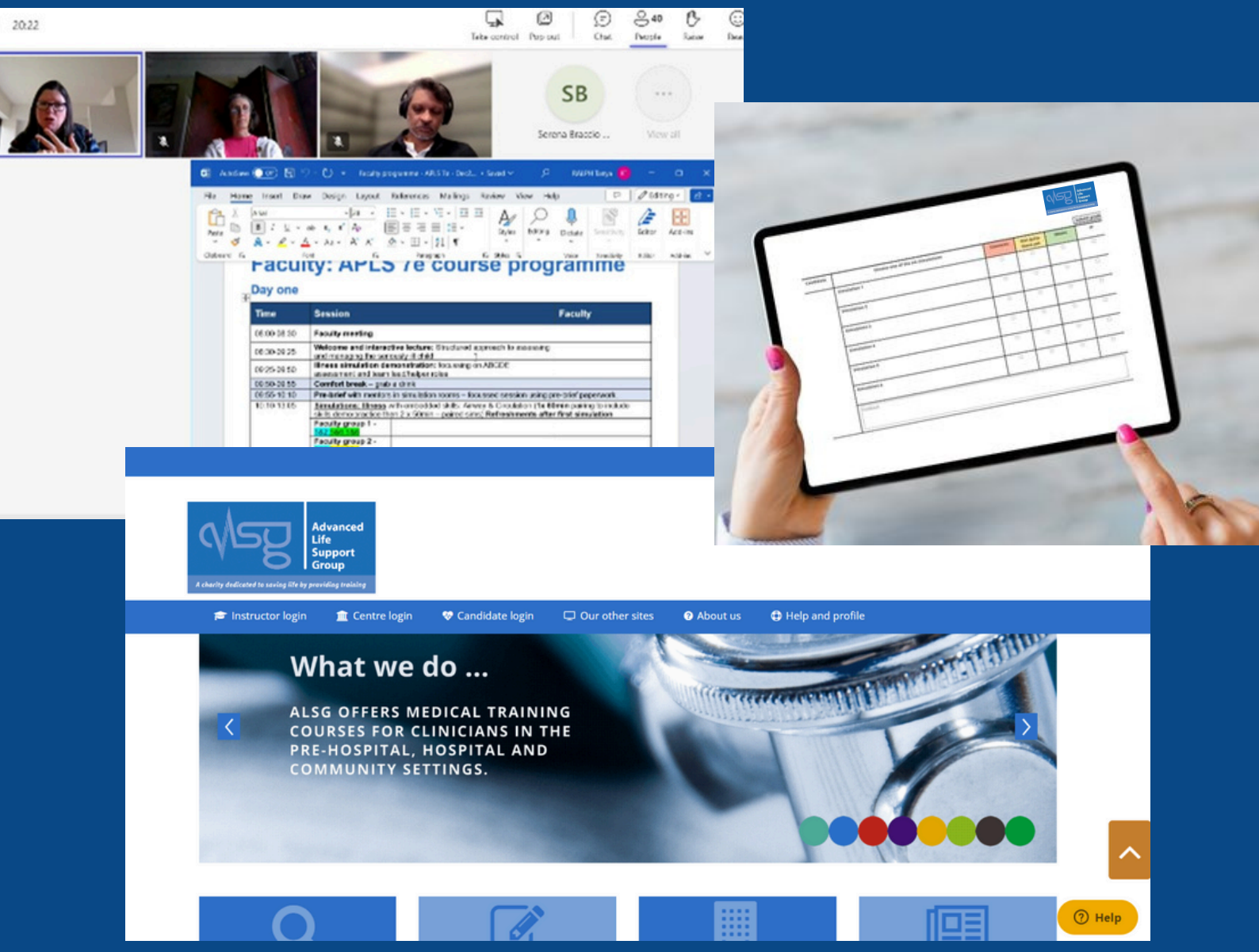
Thanks to our staff and everyone who worked so hard to deliver the conference. We also extend our gratitude to the insightful and brilliant speakers, as well as to all the attendees who joined us from various corners of the world, both virtually and in person.

SOCIAL RESPONSIBLITY

2023

ALSG continues to have sustainability at its core, ensuring we are achieving our social responsibility commitments and benefiting the community, our volunteers, staff, candidates, and our partners.

ALSG continues to make a positive environmental impact as we improve our online systems and processes, enabling digital engagement with our partners, and reducing reliance on paper-based systems. Through needs-assessed travel policies, we actively promote virtual meetings and local course delivery, thereby reducing our carbon footprint. A small step with an important environmental impact.



LOOKING FORWARD

2023

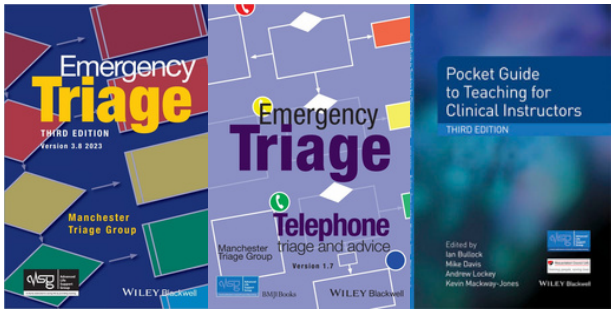
2024 is the final year of the current three-year strategic plan and there is lots to look forward to.

Working alongside our emergency medicine (EM), paediatric and Psychiatry colleagues, ALSG is actively developing a new course within the Acute Psychiatric Emergencies (APEx) family of courses – APEx for children and young people. The course was borne out of feedback from members of the associated royal colleges, as the numbers of children presenting in mental health crises is rising exponentially. Course pilots are scheduled for the end of 2024, so watch this space.

ALSG will commemorate the 30th anniversary of its Major Incident Management and Support (MIMMS) course in 2024. This milestone marks a significant achievement for a course that has revolutionised responses to major incidents in the pre-hospital setting.

We remain committed in supporting our overseas colleagues as APLS 7e continues to be rolled out across the world, with Japan, Switzerland, Netherlands, Australia, Sweden, Qatar, Slovenia, Trinidad and Greece, to name but a few, all transitioning to the latest edition.

Within Manchester Triage System (MTS), Emergency Triage will see the start of development to 4e, alongside the revision of Telephone Triage & Advice.



Work continues to progress our flagship instructor course - Generic Instructor Course (GIC) – with 4e being launched in 2024.

The first phase of the new Child Protection in Practice (CPiP) course will be launched with new and improved e-modules for qualifying candidates. Phase two is also underway with a view to launching at the end of 2024.



The future is looking bright as we plan for course developments, improving our digital engagement and opening additional channels of communication for our partners, volunteers, and candidates. We couldn't do any of this wonderful work without our dedicated volunteers, whom ALSG is hugely thankful to.

FINANCIAL REVIEW

2023

During the year the Charity's total income was £2,204,980 (2022 £1,802,490), and the overall performance recorded a surplus of £186,729 (2022 surplus £70,713). Support costs, expended as a percentage of income, decreased during the year to 6.31% (2022: 6.53%).

PRINCIPAL FUNDING SOURCES

There are three main sources of funding that all support training course provision, training course development and feedback and quality assurance activities:

- Course fee income from candidates attending courses in the Manchester training centre.
- Certification and online course fee income from courses running elsewhere for ALSG courses.
- Royalties donated from the sale of published materials.

PRINCIPAL RISKS AND MANAGEMENT

The trustees and senior leadership team have conducted a review of the major risks to which the charity is exposed. The principal risks are NHS funding and the impact on training budgets and instructor availability. A risk management policy and system has been prepared, which details the steps that have been taken to mitigate the risks. As a result of the COVID-19 pandemic an additional risk added "Government or other agencies put restrictions or requirements (e.g. with the NHS) in place that stop us (and others) delivering face-to-face training". We have identified the potential impact and planned and implemented steps to mitigate the risk. This remains a 'red' risk which means that it is under regular review by Trustees and the SLT.

RESERVES POLICY

The Trustees reviewed the reserves policy to and decided that they would require a 6 month foreseeable fixed expenditure (including purchase of fixed assets) and this prudent approach provides ALSG with a level of funds available to respond as situations change. They consider that the ideal level of reserves as at 31st December 2023 would be £600,000. At this level, the Trustees feel that they would be able to continue the current activities of the charity in the event of a significant fall in take up of courses. As at 31st December 2023, the 'free reserves' i.e. funds not already invested in fixed assets, amount to £756,542 which exceed the required level by £156,542.

INVESTMENT POLICY

ALSG is investing funds in a prudent way, ALSG continues to invest in cash deposits in the bank to maintain an amount in the current account sufficient to cover immediate needs. ALSG has a cash and investment policy, and this governs investment processes and decision-making.

REFERENCE AND ADMINISTRATION DETAILS

2023

CHARITY NAME AND REGISTERED NUMBERS

Advanced Life Support Group
Company No. 4580873
Charity No. 1095478

PRINCIPAL AND REGISTERED OFFICE

Advanced Life Support Group
29-31 Ellesmere Street,
Swinton
Manchester M27 0LA

TRUSTEES/DIRECTORS

Dr Alan Charters
Ms Sarah Dickie
Ms Kathy Doyle
Dr Martin Edwards
Dr Peter-Marc Fortune
Dr Anthony Gleeson (recruited 2023)
Dr Jessica Grundy
Mr Michael Longman
Prof Kevin Mackway-Jones
Ms Stephanie Smith (recruited 2023)

Dr Peter Driscoll (resigned 2023)
Dr Martin Samuels (resigned 2023)

SENIOR LEADERSHIP TEAM

Secretary and Chief Executive Officer:
Mrs Sinead Kay

Director of Operations:
Mrs Clare Duffy

Director of Education & Development:
Dr Kate Denning

Director of Finance:
Mr Nick Brooks

PROFESSIONAL ADVISORS

EXTERNAL AUDITOR

Beever and Struthers
Suite 9b, The Beehive
Shadsworth Business Park, Lions Drive
Blackburn, BB1 2QS

BANKERS

Royal Bank of Scotland PLC
Drummond House
1 Redheughs Avenue
Edinburgh EH12 9YH

REPORT OF THE TRUSTEES

2023



Top L-R: Kevin Mackway-Jones, Alan Charters, Kathy Doyle, Tony Gleeson, Michael Longman
Bottom L-R: Peter-Marc Fortune, Sarah Dickie, Martin Edwards, Jessica Grundy, Stephanie Smith

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is controlled by its governing document, its memorandum and articles of association, and constitutes a company, incorporated on the 4th November 2002, limited by guarantee, as defined by the Companies Act 2006. In the event of the company being wound up members are required to contribute an amount not exceeding £10. The company was registered as a charity on 20th January 2003.

Our Trustee Board meets four times each year. They are responsible for the strategic direction and policy of the charity. At present there are ten members, eight from clinical backgrounds and two from commercial specialties, each bringing a vast range of knowledge. The CEO supported by the Senior Leadership Team has day-to-day responsibility for the charity activities via a scheme of delegation. ALSG has 22 permanent employees. Volunteers contribute significantly to the charity; in some instances, as expert working group members developing and quality assuring the courses, and in others as instructors teaching on courses. The network of around 6,000 volunteers internationally is at the heart of what we do and work alongside us to achieve our aim of saving lives and improving patient outcomes by providing training.

REPORT OF THE TRUSTEES

2023

RECRUITMENT AND APPOINTMENT OF TRUSTEE BOARD

Under the requirements of the Memorandum and Articles of Association the members of the Trustee Board are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. A Trustee board review has taken place and it was identified a requirement to recruit two new Trustees. Recruitment and appointment for these new Trustees took place in 2023.

TRUSTEE INDUCTION AND TRAINING

All existing trustees are already familiar with the work of the charity through continued involvement in course development, course teaching and research.

New trustees are encouraged to complete online trustee training and familiarise themselves with the charity and the context within which it operates. These are led by the Chief Executive of the charity and cover:

- The obligations of the Trustee Committee.
- The main documents which set out the operational framework for the charity.
- The current three year strategic plan and annual detailed business plan.
- The latest published accounts.

FUNDRAISING

The charity had no fundraising activities requiring disclosure under S162A of the Charities Act 2011.

PAY AND RENUMERATION

2023

PAY AND RENUMERATION OF CHARITY'S KEY LEADERSHIP PERSONNEL

The Trustee Committee chaired by the Chair of Trustees reviews and agrees the pay and remuneration of all staff each year including the Senior Leadership Team (SLT). The ratio of senior pay to lowest pay is 1:11 overall and 1:4 for office-based staff. The approach is:

- A full benchmarking exercise is completed as part of the strategic plan preparation which is then set for the duration of the plan. Due to the pandemic, the previous strategic plan was extended by a year which meant the pay review was not conducted in 2021 as planned. A new strategic plan for 2023-2025 was drafted and a benchmarking exercise took place in year one.
- In other years, a percentage pay increase will be considered at the April Trustee meeting based on performance, general market conditions and scenario planning.
- All members of staff undertaking the same role will have the same benchmarked pay.
- New roles may be benchmarked using the report from the benchmarking exercise.

The benchmarking exercise is completed by the SLT using a third party.

TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31ST DECEMBER 2023

The trustees (who are also the directors of Advanced Life Support Group (ALSG) for the purposes of company law) are responsible for preparing the Report of the Trustees (incorporating Directors' Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

FINANCIAL STATEMENTS

2023

PREPARATION OF FINANCIAL STATEMENTS

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

ACCOUNTING RECORDS

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

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom covering the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

RELATED PARTIES

There have been no related party transactions in the reporting period that require disclosure.

AUDITORS

The auditors, Beever and Struthers will be proposed for reappointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the Board of Trustees on 11th July 2024 and signed on behalf by:



Kevin Mackway-Jones, Chair of Trustees

INDEPENDENT AUDITOR'S REPORT 2023 TO THE MEMBERS OF ALSG

OPINION

We have audited the financial statements of Advanced Life Support Group (the "charitable company") for the year ended 31 December 2023 which comprise the Statement of Financial Activities (incorporating an income and expenditure account), the Balance Sheet, the Cash Flow Statement and the notes to the financial statements, including a summary of significant accounting policies in note 2. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 December 2023 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 requirements of the Companies Act 2006.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's 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.

INDEPENDENT AUDITOR'S REPORT 2023 TO THE MEMBERS OF ALSG

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 (who are also the directors of the charitable company for the purposes of company law) are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

OPINIONS ON OTHER MATTERS PRESCRIBED BY THE COMPANIES ACT 2006

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

- the information given in the trustees' report which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

INDEPENDENT AUDITOR'S REPORT 2023 TO THE MEMBERS OF ALSG

RESPONSIBILITIES OF DIRECTORS

As explained more fully in the Trustees' Responsibilities Statement for the financial statements set out on pages 26-40, 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

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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud are detailed on the next page.

INDEPENDENT AUDITOR'S REPORT 2023 TO THE MEMBERS OF ALSG

EXTENT TO WHICH THE AUDIT WAS CONSIDERED CAPABLE OF DETECTING IRREGULARITIES, INCLUDING FRAUD

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations.
- we identified the laws and regulations applicable to the charitable company through discussions with trustees and other management, and from our knowledge and experience of the charity sector.
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the Companies Act 2006, the Charities Act 2011, taxation legislation, data protection, anti-bribery, employment, environmental and health and safety legislation.
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence.
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud.
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures on income and salaries to identify any unusual or unexpected relationships.
- tested journal entries to identify unusual transactions.
- assessed whether judgements and assumptions made in determining the accounting estimates set out in note 2 were indicative of potential bias.
- investigated the rationale behind significant or unusual transactions.

INDEPENDENT AUDITOR'S REPORT 2023 TO THE MEMBERS OF ALSG

EXTENT TO WHICH THE AUDIT WAS CONSIDERED CAPABLE OF DETECTING IRREGULARITIES, INCLUDING FRAUD (CONT'D)

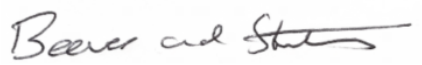
There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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

USE OF OUR REPORT

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an 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 members as a body for our audit work, for this report, or for the opinions we have formed.



30 July 2024

Mark Bradley FCA (Senior Statutory Auditor)
For and on behalf of
BEEVER AND STRUTHERS
Statutory Auditor
Suite 9b, The Beehive, Shadsworth Business Park, Lions Dr, Blackburn, BB1 2QS

Dated

ADVANCED LIFE SUPPORT GROUP

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND NET EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31st December 2023

	Notes	31.12.23 Unrestricted Total Funds £	31.12.22 Unrestricted Total Funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities	6		
Run, develop and quality assure courses		2,194,903	1,798,027
Investment	4	4,348	1,610
Other	5	5,729	2,853
Total income and endowments		2,204,980	1,802,490
EXPENDITURE ON			
Charitable activities	7		
Run, develop and quality assure courses		2,018,251	1,731,777
Total expenditure		2,018,251	1,731,777
NET INCOMING RESOURCES		186,729	70,713
RECONCILIATION OF FUNDS			
Total funds brought forward		998,289	927,576
TOTAL FUNDS CARRIED FORWARD		1,185,018	998,289

CONTINUING OPERATIONS
All income and expenditure has arisen from continuing activities

The notes on pages 26 to 40 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

BALANCE SHEET
AS AT 31st December 2023

	Notes	31.12.23 Unrestricted Total Funds	31.12.22 Unrestricted Total Funds
		£	£
FIXED ASSETS			
Tangible assets	14	428,476	427,604
CURRENT ASSETS			
Stocks	15	8,838	15,775
Debtors	16	380,806	230,263
Cash at bank and in hand		1,025,833	949,675
		1,415,477	1,195,713
CREDITORS			
Amounts falling due within one year	17	(658,935)	(625,028)
NET CURRENT ASSETS		756,542	570,685
TOTAL ASSETS LESS CURRENT LIABILITIES		1,185,018	998,289
NET ASSETS		1,185,018	998,289
FUNDS OF THE CHARITY	20		
Unrestricted funds		1,185,018	998,289
TOTAL CHARITY FUNDS		1,185,018	998,289

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The financial statements were approved by the Board of Trustees and authorised for issue on 11th July 2024 and were signed on its behalf by:



Kevin Mackway-Jones – Chair of Trustees
Company number 04580873

The notes on pages 26 to 40 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31st December 2023

	Notes	31.12.23 £	31.12.22 £
Cash flow from operating activities:			
Cash generated from operations	23	87,603	17,448
Net cash provided by operating activities		87,603	17,448
Cash flows from investing activities:			
Purchase of tangible fixed assets		(15,793)	(12,811)
Interest received		4,348	1,610
Net cash used in investing activities		(11,445)	(11,201)
Change in cash and cash equivalents in the reporting period		76,158	6,248
Cash and cash equivalents at the beginning of the reporting period		949,675	943,427
Cash and cash equivalents at the end of the reporting period		1,025,833	949,675

The notes on pages 26 to 40 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2023

1. LEGAL FORM AND OTHER INFORMATION

Advanced Life Support Group is a private charitable company limited by guarantee, which was incorporated in England. In the event of the charity being wound up, members are required to contribute an amount not exceeding £10. The registered office is:

29-31 Ellesmere Street
Swinton
Manchester
M27 0LA

2. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.
The financial statements are presented in sterling and rounded to the nearest pound.

Preparation of the accounts on a going concern basis
The Trustees have prepared the accounts on a going concern basis, as the Charity now looks to have recovered from the COVID-19 pandemic. They believe that they have adequate reserves, after reviewing the reserve policy and increasing the policy to a 6 month foreseeable fixed expenditure and has the funds in place to deal with potential future risks to the charity.

Key estimates and judgements
Income
All income is recognised once the charity has entitlement to the funds, any performance conditions attached to the items(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably. The following specific policies apply to categories of income:

Income from grants, whether "capital" or "revenue" grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

Training Course Fees are included on a receivable basis. Course fees from some courses are invoiced in advance and, therefore, deferred and included in income in the relevant financial year when the course is held.

Royalties are included in income when notification of entitlement is received from the publisher. The Royalties received are shown net of amounts payable to overseas partners, which are due as a contribution for translating the publications.

Venue Hire is included in other income when an invoice is raised following the use of the venue.
Investment income relates to interest received from bank deposits and is included in income when receivable.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis, inclusive of VAT which cannot be recovered, and has been classified under headings that aggregate all cost related to the category.

Charitable activities
This includes costs of the charity incurred in the delivery of its activities and services.

Governance costs
The costs include external audit, legal advice for trustees and costs associated with constitutional and statutory requirements including the cost of trustee meetings and preparing statutory accounts. They also include the costs associated with the strategic management of the charity including employee attendance at meetings and administrative support to the trustees.

Allocation and apportionment of costs
Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include Finance, IT, HR, Health & Safety and Building, Marketing and governance costs which support the Charity's activities. Where costs cannot be directly attributed to particular headings, they have been allocated to support costs on a basis consistent with the use of resources (i.e. staff time spent, floor space etc).

Tangible fixed assets
Assets costing £100 or more, and with an expected useful life of more than one year, are capitalised at cost.

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

- Long leasehold property - over 50 years straight line
- Course equipment - over 3 years straight line
- Office equipment - over 5 years straight line
- Computer Equipment - over 3 years straight line

The Trustees have reviewed the residual value of the leasehold property as at 31 December 2023 and have the view that it is at least the "deemed cost" of £400,000, and therefore the depreciable amount is zero. In accordance with the Companies Act 2006 all tangible assets are to be depreciated. The Trustees do regular impairment reviews.

Stocks
Stocks are valued at the lower of cost or net realisable value, after making due allowance for obsolete items. Cost is determined using the First In, First Out (FIFO) methodology.

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

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

Hire purchase and leasing commitments
Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

Pension costs
The charity contributes to a group Personal Pension Plan, which is a defined contribution scheme, operated by Foster De Novo for all eligible employees. Contributions to the scheme are charged to the Statement of Financial Activities as and when they become payable.

Donated services
The Trustees have reviewed the guidance in Charities SORP (FRS 102) (effective 1 January 2019) in relation to volunteers. The guidance states that donated services must be recognised as income when the following criteria are met: there is entitlement to the donation, it is probable that the economic benefits from the donation will flow to the charity, and the measurement of the donation can be measured reliably.
The trustees have agreed that although the first two criteria are met, the fair value or value to the charity could not be measured reliably: that the cost to the charity of producing a value would be prohibitive and that the users of the accounts would not benefit by a better understanding if the valuation was included.

Debtors
Debtors are recognised at the settlement amount due.

Prepayments
Prepayments are valued at the amount prepaid.

Cash
Cash comprises bank deposits. For some accounts a notice period is required for funds withdrawn.

Creditors
Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

Financial instruments
The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

4. INVESTMENTS

	31.12.23	31.12.22
	£	£
Deposit account interest	4,348	1,610

5. OTHER

	31.12.23	31.12.22
	£	£
Insurance Income received	5,729	-
Government grants received	-	2,853
	5,729	2,853

6. INCOME FROM CHARITABLE ACTIVITIES

		31.12.23	31.12.22
	Activity	£	£
Course fees and course materials	Run, develop & quality assure courses	1,884,930	1,546,548
Royalties	Run, develop & quality assure courses	309,973	251,479
		2,194,903	1,798,027

7. CHARITABLE ACTIVITIES COSTS

	Direct costs (see note 8)	Support costs (see note 9)	Totals
	£	£	£
Run, develop & quality assure courses	1,879,021	139,230	2,018,251

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.12.23	31.12.22
	£	£
Staff costs *(Note 2023 includes contractor costs)*	955,528	809,874
Other operating leases	4,927	7,059
Rates and water	6,431	6,133
Insurance	11,222	10,478
Light and heat	12,099	12,185
Telephone	2,561	2,357
Postage and stationery	11,813	10,093
Bad debts	11,584	6,214
Course related costs including materials	644,781	540,563
CAI CD costs	0	13,370
Marketing and professional fees	63,255	80,510
Professional IT costs and support	40,380	31,274
Repairs and renewals	72,054	52,257
Staff training, travel and expenses	17,408	7,584
Depreciation	14,325	12,355
Interest payable and similar charges	10,653	11,699
	1,879,021	1,614,005

9. SUPPORT COSTS

	31.12.23	31.12.22
	£	£
Finance	702	808
Information technology	12,416	10,363
HR, Health & Safety & Building	12,416	10,363
Marketing	24,831	20,725
Governance costs	88,865	75,513
	139,230	117,772

Where costs cannot be directly attributed to each support cost they have been apportioned, based on staff time spent and floor space used, as appropriate.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2023 - continued

10. NET (INCOME)/EXPENDITURE

	31.12.23	31.12.22
	£	£
Depreciation - owned assets	14,921	12,869
Other operating leases	5,132	5,062

11. TRUSTEES' REMUNERATION AND BENEFITS

None of the Trustees received remuneration or other benefits for the year ended 31 December 2023, nor for the year ended 31 December 2022.

Trustees' expenses

During the year 5 Trustees were reimbursed travelling expenses for attendance at the conference and course days and this totalled £919 (2022 £284).

12. STAFF COSTS

	31.12.23	31.12.22
	£	£
Wages and salaries (including child care costs)	897,190	741,739
Social security costs	78,417	77,481
Other pension costs	86,091	80,640
	1,061,698	899,860

Allocated to:

	31.12.23	31.12.22
	£	£
Charitable activities	955,528	809,874
Governance	63,702	53,992
Support	42,468	35,994

Wages and salaries have been reduced by way of salary sacrifices as requested by a number of employees and alternative payment made as follows:

Childcare costs	-	450
Additional pension contribution	29,632	26,605

The average number of total employees (headcount) during the year was as follows:

	31.12.23	31.12.22
Charitable Activities	22	20
Governance	1	1
Support	1	1
	24	22

The full time equivalent number of employees was 20 (2022 - 22).

12. STAFF COSTS continued

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

	31.12.23	31.12.22
£70,000 - £79,999	2	2
£80,000 - £89,999	1	1
	3	3

Key management personnel of the charity comprise the Trustees and Senior Leadership Team. Total key management personnel remuneration was £300,946 (2022 £260,760).

The higher paid members of staff also received pension contributions of £41,760 (2022 £38,605) of which £22,463 (2022 £20,241) is from salary sacrifice.

13. AUDITOR'S REMUNERATION

The audit fees (excluding VAT) charged during the year were £12,270 (2022 - £11,500).

Fees charged (excluding VAT) for other services during the year were £290 (2022 - £275).

14. TANGIBLE FIXED ASSETS

	Leasehold Land and Buildings	Course Equipment	Office Equipment	Computer Equipment	Totals
COST	£	£	£	£	£
At 1 January 2023	400,000	134,542	39,869	100,689	675,100
Additions	-	10,352	500	4,941	15,793
Disposals	-	(27,266)	(12,925)	(18,643)	(58,834)
At 31 December 2023	400,000	117,628	27,444	86,987	632,059
DEPRECIATION					
At 1 January 2023	-	124,065	37,762	85,669	247,496
Charge for year	-	3,030	866	11,025	14,921
Estimated on disposal	-	(27,266)	(12,925)	(18,643)	(58,834)
At 31 December 2023	-	99,829	25,703	78,051	203,583
NET BOOK VALUE					
At 31 December 2023	400,000	17,799	1,741	8,936	428,476
At 31 December 2022	400,000	10,477	2,107	15,020	427,604

The Original cost of the Leasehold land and buildings was £572,112. The Leasehold Property was valued at £400,000 on an open market basis in August 2012 by Robert Pinkus & Co, Chartered Surveyors, and at that stage the property was revalued downward to £400,000, and the impairment went to the SOFA. On transition to FRS102 this value was adopted by the Trustees as the "deemed cost".

15. STOCKS

	31.12.23	31.12.22
	£	£
Stock of course materials	8,838	15,775

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade debtors	93,436	82,392
Prepayment and accrued income	287,370	147,871
	380,806	230,263

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.23	31.12.22
	£	£
Trade creditors	140,634	83,218
Accruals and deferred income	489,308	513,499
Taxation and social security	21,459	21,228
Other creditors	7,534	7,083
	658,935	625,028

18. DEFERRED INCOME

	£
Balance as at 1 January 2023	392,526
Amount released to Income from Charitable activities	(366,615)
Amount deferred in year	304,105
Balance as at 31 December 2023	330,016

19. COMMITMENTS

Operating lease commitments

At 31st December 2023 the charity had total future minimum lease payments under non-cancellable operating leases as set out below:

	31.12.23	31.12.22
	£	£
Not later than one year	5,163	4,321

20. MOVEMENT IN FUNDS

	At 1.1.2023	Net movement in funds	At 31.12.2023
	£	£	£
Unrestricted funds			
General fund	998,289	186,729	1,185,018
TOTAL FUNDS	998,289	186,729	1,185,018
2022 Comparatives	927,576	70,713	998,289

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	2,204,980	2,018,251	186,729
TOTAL FUNDS	2,204,980	2,018,251	186,729
2022 Comparatives	1,802,490	1,731,777	70,713

21. PENSION COMMITMENTS

The group Personal Pension Plan is a defined contribution scheme, and is open to all employees. Employee contributions are not compulsory. The employer contribution is either 7% or 7.5%. Some employees have accepted a salary sacrifice in exchange for additional pension contribution.

The pension cost to the charity for the year was £86,091 including Term Assurance of £4,073 (2022 £80,640 including Term Assurance of £3,956).

At the year-end there were outstanding contributions payable to the scheme of £7,534 (2022 £7,082).

22. RELATED PARTY DISCLOSURES

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

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

	31.12.23	31.12.22
	£	£
Net income for the reporting period (as per the statement of financial activities)	186,729	70,713
Adjustments for:		
Depreciation charges	14,921	12,869
Interest received	(4,348)	(1,610)
Decrease/(increase) in stocks	6,937	(8,699)
Increase in debtors	(150,543)	(40,009)
Increase/(decrease) in creditors	33,907	(15,815)
Net cash provided by operating activities	87,603	17,449

24. ANALYSIS OF CHANGES IN NET DEBT

	At start of year	Cashflows	At year end
	£	£	£
Cash	949,675	76,158	1,025,833
Cash equivalents	-	-	-
TOTAL	949,675	76,158	1,025,833

ADVANCED LIFE SUPPORT GROUP

England & Wales - Charity number 1095478

Accounts

Advanced Life Support Group

A charity dedicated to saving life by providing training

Annual Report and Accounts

for the year ended 31st December 2022

Registered Company Number: 4580873 (England and Wales)

Registered Charity Number: 1095478



Contents

02
A note from ALSG's Chair and CEO

03
Purpose, vision and values

04-05
What we do

06
Successes

07
Case study

08
Education standards

09
Social responsibility and support

10
Looking ahead in 2023

11

12
Reference and administration details

13
Report of the trustees

14
Pay and renumeration of the Charity's key personnel

15
Preparation if Financial Statements

16-20
Independent auditor's report

21
Statement of financial activities

22
Balance sheet

23
Cash flow statement

24-35

A note from ALSG's Chair and CEO

2022 was a year of new beginnings and future planning. It was Sinead's first full year as CEO and along with the Senior Leadership Team and Trustees, a new three-year strategy has been devised and ratified which will continue to drive ALSG forward. During the year, we've re-engaged with our course centres, supporting them to get back up and running post-COVID. We've also made significant plans for our technology infrastructure, both in terms of resilience and interface.

Yet again our working groups and volunteers have worked incredibly hard, and we are delighted to have launched new editions of our Managing Medical and Obstetric Emergencies and Trauma course (mMOET) and Major Incident Medical Management at the scene course (MIMMS). We would like to thank everyone who contributed to these developments which has taken place over a number of years, and we are proud to see all this work result in two fantastic education packages.

A very special thanks goes out to all our volunteers who continue to support us, especially when their services have been under immense pressure, they have still found time to assist ALSG, either by teaching or contributing to the development of courses. Thank you! We acknowledge the difficult time our colleagues continue to face, and we have this at the forefront of our work going forward.

We are a small charity with big plans for the future and we hope 2023 builds on the foundation for fulfilling our ultimate ambition to save lives and improve patient outcomes.

Kevin Mackway-Jones
Chair of Trustees

Sinead Kay
CEO





Purpose, vision and values

For 30 years our vision has remained the same, to save lives and improve patient outcomes. We are proud to continue our vision through training and education.

> “2022 on the foundation for fulfilling our ultimate ambition to save lives and improve patient outcomes.”

Mission

ALSG’s mission is to preserve life by providing training and education to doctors, nurses and other members of the medical profession. To be a world leader influencing and providing innovative lifesaving training for everyone responding to medical emergencies.

Vision

ALSG is clear that its vision is to save lives and improve patient outcomes.



EDUCATE

Educate clinicians to give them confidence knowledge and practical skills to save lives.

SUPPORT

We listen, respond, provide and support.

INNOVATE

We continually pioneer new approaches to improve medical education.

COLLABORATE

Mutual respect with our partners through shared values and trust.

EXCEL

We excel at providing standardised, quality assured training needed to save lives.

What we do

Education

First and foremost, education is at the heart of everything we do. Our mission is to save lives and improve patient outcomes through training, this is supported by applying the latest and best education modalities available. Our foundation for education is best practice and is led by the Director of Education and Development.

ALSG has International Working Groups for each specialty training package which each has its own Chair. The working group model provides a solid foundation to innovate and create insightful and relevant training through a continuous cycle. Just in time updates are made throughout a development cycle in which members of the working groups manage.

Having international working groups means our education packages benefit from global expertise, and courses are then adapted to meet the needs of a specific country or service, such as the military. This creates consistency and best practice no matter where the medical education is being delivered.

Best practice and current clinical guidelines are the basis of our training packages and are driven by our specialist working group. All developments and changes to education packages are overseen by the Director of Education to ensure education is at the heart of everything we do, and learning is at its best.

Kate Denning
Director of Education & Development



Saving lives across the globe

At ALSG, we believe in the importance of supporting low to middle income economies across the globe in order to save lives and improve patient outcomes. This is done by working alongside voluntary organisations to deliver ALSG's lifesaving training, as well as training trainers to deliver training.

We work closely with Maternal and Childhealth Advocacy International (MCAI), as well as Newborn, Infant and Child Health Education (NICHE), who deliver these lifesaving courses to support low resource countries to become self-sufficient.

With the war in Ukraine taking hold, ALSG has supported healthcare workers by providing free training resources from our Advanced Paediatric Life Support course, specifically aimed at children with life threatening injuries.



Bursaries and funding

At ALSG we recognise the importance of continually developing our clinical volunteers and supporting research in areas strengthening our mission. We do this through a number of bursaries.

The Mike Davis Bursary provides the funding for one candidate each year to undertake the Generic Instructor Course, which teaches the principles of adult learning and supports our future volunteer instructors. Congratulations to our 2022 winner, Amy Slater who is an obstetrics and gynaecology senior trainee from Bristol and is aiming to become a mMOET instructor.

We also offer a research fund in a specific specialty area. The most recent was in the name of Martin Samuels as recognition of his contribution to the APLS course. The bursary currently supports research in Malawi, to explore the impact of maternal presence during paediatric resuscitation in a low socioeconomic context.

The Janet Marsden award supports research and development into the Manchester Triage System. Since its inception, there have been new discriminators added for mental health triage.

ALSG's investment in bursaries equates to nearly £16,000, demonstrating our commitment to research and development in the future of medical education.



What we do (cont'd)

Staff development

Our staff and their continuous development is central to ALSG, to ensuring each individual has a career path and complete job satisfaction. We believe in empowering and upskilling our staff with the tools and the confidence to perform at their best in their role.

Meeting monthly with the whole team, we share information and empower people to challenge the status quo, whilst creating a safe space for idea sharing and open discussions. All teams meet regularly to discuss progress and update their team members with day-to-day activity.

To support empowerment and development, regular Progress Plan Discussions are in place where staff have the opportunity to share their highs and lows with a team lead, as well as discuss opportunities for development both in their career and areas of interest. We aim to provide the foundations to help each person be the best they can be and create a self-determined and motivated environment for our people.

We're an inclusive, anti-racist and equal opportunity employer that values diversity. This means we respect and embrace differences in gender identity, race, ethnic origin, sexual expression and orientation, religion and faith, age, marital status, disability neurodiversity, social background, education and way of thinking. We're a place where you can be you.



Technology

ALSG believes in innovation and as we learnt throughout the pandemic when education was moved online, people are now consuming information quite differently from traditional methods. In 2022 we began supporting a team from The University of Manchester with a research project whereby tracheostomy training will be delivered using virtual reality (VR). This will be tested against the traditional delivery method and results on learning outcomes will be published in 2023.

We also laid the foundations for our website to be improved following feedback from our users and there is more to come in 2023. We recognise our website needs upgrading to support the changing needs of our users and the groundwork for this has begun.



Successes

Managing Medical and Obstetric Emergencies and Trauma (mMOET)

4th Edition mMOET, with a strategic focus on multidisciplinary teamwork and leadership, was launched.

mMOET has been repositioned to incorporate the Ockenden Review's findings and MBRRACE guidelines, and is aimed at consultants, anaesthetists and senior clinicians.

The repositioning of mMOET aims to improve mortality rates and patient outcomes. It provides candidates with insights into leading an emergency and being able to manage a trauma situation, utilising multidisciplinary teams.

Thank you to the fantastic team of volunteers involved in this project.

Working hard to support overseas development

ALSG is committed to supporting emerging countries. In 2022 NICHE International delivered the Neonatal Care Course (NCC), jointly developed by ALSG and MCAI (Maternal & Child Healthcare Advocacy International), in Cameroon.

Our support for training in low- and middle-income countries continues, as our charitable funding contributed to MCAI in their foetal monitoring programme in Liberia. Our funding was also used to supply 1000 handbooks for clinicians managing paediatric emergencies in Afghanistan.

Major Incident Medical Management and Support (MIMMS)

The MIMMS course presents the nature and management of a major incident, focusing on how to deliver the medical support needed to multiple casualties. The 4th edition course was piloted across two centres with positive feedback.

The new manual has completely revised chapters including hazardous materials/CBRNe. Along with six new e-modules, the programme has the latest command and control procedures, and incorporates the new NHS Major Incident Triage being introduced in the UK over the coming year.

As recommended in the Manchester Arena Inquest report, MIMMS fourth edition delivers the vital training required for all emergency services attending a major incident.

Building the foundations: culture, diversity, people development

ALSG aims to be a truly diverse and inclusive organisation. 2022 saw the start of this tangible progress with the introduction of new partnerships to support our ambition for inclusivity and diversity in ALSG courses, as well as local and environmental adaptations.

These partnerships will build our knowledge on how to successfully reflect the demographic range our clinicians see daily, and we will continue to build on this progress to achieve our vision.

Evolving roles and aligning courses

As the NHS evolves and identifies and devises new roles and strategies, ALSG continues to adapt to these changes. The emergence of new roles and responsibilities have been aligned in the criteria for attending ALSG courses and now incorporate knowledge and skills reflected in newer roles such as Advanced Clinical Practitioners. It will also be reflected in the instructor base as candidates progress to teach.

The Manchester Triage System (MTS)

The Manchester Triage System (MTS) continues to evolve and last year countries from around the world reported on developments. This included Remote TeleHealth being launched in various countries following the success of telephone triage during the Pandemic.

Several countries using MTS are performing secondary triage which has boosted capacity and are increasing their number of trainers to deliver triage.

MTS is now fully implemented in all public, military and private hospitals across Portugal, and Austria plans to establish MTS as the standard throughout the country during 2023.

Case study



Sarah Wilks

Course: APLS March 2022

> APLS helped me gain knowledge and confidence in managing the sick child in a variety of different scenarios.
>
> From the other team members, I learned that good communication is essential, as well as the importance of strong leadership and teamwork in stressful situations.

What is your current role?

I work as an Advanced Clinical Practitioner, alongside the doctors, assessing, diagnosing and treating patients – adults and children. This encompasses a broad spectrum of illness and injury, and I enjoy the variety.

Where do you work?

Emergency Department, Wythenshawe, Manchester.

How was the course useful to you as a nurse?

APLS helped me gain knowledge and confidence in managing the sick child in a variety of difference scenarios. The two-day course took me through such a host of scenarios which I found extremely useful.

What did you find specifically useful to your role?

I learned that good communication is essential, as well as the importance of strong leadership and teamwork in stressful situations.

Is APLS a training course nurses in paediatrics should undertake?

In paediatrics there is such a variety of emergencies, and I found the APLS course and its structured approach incredibly useful as following a specific process, nothing is overlooked, and it gave me the confidence to understand who to escalate the issue to.

Would you recommend the course to nursing colleagues?

Yes, definitely!



Education standards

Candidates who became fully trained instructors in 2022

367

Evolving medical education

Medical education is evolving rapidly and as evidence-based research is telling us that people consume information in different ways, ALSG is listening and testing other ways to deliver learning packages, whilst ensuring the best educational outcomes.

As a relatively new development in medical education, ALSG has been at the forefront of continuous assessment, a process whereby candidates don't face an exam at the end of their training but instead are continually assessed throughout the course. Strong mentoring, including immediate feedback, supports the candidates learning and successful assessment.

The evidence shows that continuous assessment enables greater learning as the candidate will have additional opportunities to demonstrate their knowledge, and skills and other essential areas such as leadership, multi-disciplinary teamwork, and communication.

Teaching excellence

Education is at the heart of everything we do, and our volunteer instructors are an important part of our ethos. ALSG sets out that faculty must attain 'teaching credits', to maintain their instructor status, ensuring the standard and relevance of teaching is maintained.

Faculty are required to recertify and go through periodic peer reviews, ensuring our instructors are delivering the highest standard of medical education.

Regular webinars are hosted by working groups to ensure instructors are up to date and understand any changes to a course or new development. This creates consistency across our instructor base and is a great way of building the ALSG community.

Not only are our instructors' quality assured, but our centres also go through a biennial external assessment. This is done independently by a course director not associated with the centre and strict criteria must be met for centres to continue providing ALSG courses.

No of candidates trained across the globe

14,784

Working together

The Academy of Medical Educators has recognised ALSG again in 2022, for meeting its quality standards. Thereby endorsing ALSG's teaching standards.

We aim to deliver education packages in line with the Royal Colleges' curricula. Working to align our courses to College standards, ensures our education delivers the needs of associated clinicians and health professionals.

The Royal College of Paediatrics and Child Health (RCPCH) continues to endorse our APLS courses.

In addition, ALSG and the RCPCH are joint partners in delivering Child Protection: Recognition and Response, a course aimed at the medical profession in not only identifying clinical disorders but recognising a sign or an indicator of abuse and how to escalate it.

Equality and diversity

We are a supportive organisation with an open-door policy for any staff, volunteers, or candidates. We believe in equal pay, diversity, inclusivity and respecting everyone's rights and preferences.

Social

Ukraine

swiss medi kids

During 2022, our partners in Switzerland 'Medi-Kids' made contact with clinicians working in Ukraine to understand their training needs during the conflict.

To support their needs, ALSG, through Medi-Kids, made available free online training resources specifically aimed at treating trauma in children with life threatening injuries in Ukraine.

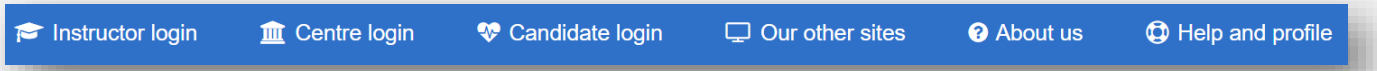
responsibility and support

MCAI Maternal & Childhealth Advocacy International



Universal support

During 2022 we've been listening to feedback and as a result have been making some changes to improve the online experience. Simple login buttons have been created on the home page, taking the user directly to their specific areas.



We are also working hard to support our centres by communicating more regularly and helping each centre with tailored requests for marketing, recruiting faculty and offering dedicated support to launch the latest edition of the courses they run.

The new online chat facility provides an alternative, instant, way of contacting ALSG is proving popular with users. We are hoping to open up the telephone lines again soon too.

We realise that after the pandemic, centres have a big hill to climb, and we are here to help support courses where possible.





No of active centres in the UK to 2022

Looking ahead in 2023

The ALSG team are very much looking forward to the year ahead and have great plans which we know all our centres, candidates and volunteers will benefit from. The Senior Leadership Team has developed the next three-year strategic plan and next year we will see some exciting developments with our technical infrastructure. Aiming for a robust operating platform to support new educational developments, the technical foundation of the organisation is the bedrock of the plans for 2023.

Due to the sudden and sad death of Her Majesty, the Queen, ALSG cancelled its conference but there is a new date to look forward to in 2023 – **Thursday, 14th September**. We hope to welcome our centres and volunteers to the Manchester Conference Centre, coming together for the first time in five years.

We will continue to support and work with low to middle income countries in their healthcare training needs as ALSG firmly believes in assisting emerging economies to save lives through medical education. We are able to support this work with a proportion of funds from global centres running ALSG courses.

Our working groups and development teams are busy working towards APLS 7th Edition as well as starting work on the next edition of the Generic Instructor Course (GIC) and our Acute Psychiatric Emergencies course (APEx).

In a new era at ALSG, our focus for the future is to ensure innovation and agility are central to our educational programmes, whilst adapting and supporting the ever-changing challenges faced in delivering clinical training. We aim to work collaboratively, with our volunteers, centres and candidates, to ensure we deliver blended education and create an agile organisation for the future to continue saving lives and improving patient outcomes through training.

We're looking forward to working with our volunteers, centres and candidates for what promises to be a busy and exciting year ahead.



Financial review

During the year the Charity's total income was £1,802,490 (2021 £1,537,267), and the overall performance recorded a surplus of £70,713 (2021 deficit -£22,277), resulting in a similar increase in reserves. Support costs, expended as a percentage of income, decreased during the year to 6.53% (2021: 7.87%).

Principal funding sources

There are three main sources of funding that all support training course provision, training course development and feedback and quality assurance activities:

1. Course fee income from candidates attending courses in the Manchester training centre.
2. Certification and on-line course fee income from courses running elsewhere for ALSG courses.
3. Royalties donated from the sale of published materials.

Principal risks and risk management

The trustees and senior leadership team have conducted a review of the major risks to which the charity is exposed. The principal risks are NHS funding and the impact on training budgets and instructor availability. A risk management policy and system has been prepared, which details the steps that have been taken to mitigate the risks. As a result of the COVID-19 pandemic an additional risk added "Government or other agencies put restrictions or requirements (e.g. with the NHS) in place that stop us (and others) delivering face-to-face training". We have identified the potential impact and planned and implemented steps to mitigate the risk. This remains a 'red' risk which means that it is under regular review by Trustees and the SLT.

Investment policy

Currently, ALSG is managing the ongoing consequences of the COVID-19 pandemic as this continues to restrict funds available for investment. Therefore, ALSG only invests in cash deposits in the bank to maintain an amount in the current account sufficient to cover immediate needs. ALSG has a cash and investment policy, and this governs investment processes and decision-making.

Reserves policy

The Trustees reviewed the reserves policy to take into account the impact of COVID-19 and the prudent approach of having funds available to respond as the situation changes. They consider that the ideal level of reserves as at 31st December 2022 would be £342,231. This is to cover approximately 4 months' foreseeable fixed expenditure (including purchase of fixed assets). At this level, the Trustees feel that they would be able to continue the current activities of the charity in the event of a significant fall in take up of courses. As at 31st December 2022, the 'free reserves' i.e. funds not already invested in fixed assets, amount to £570,685 which exceed the required level by £228,454. The Trustees are taking a cautious approach to the purchase of a new building in view of the extended recovery period from the impact of COVID. The excess reserves are being held for that purpose but may be required for recovery from the pandemic.

Reference and administration details

Charity name and registered numbers	Principal and registered office
Advanced Life Support Group Company No. 4580873 Charity No. 1095478	Advanced Life Support Group 29-31 Ellesmere Street, Swinton Manchester M27 0LA

Trustees/Directors

Dr Alan Charters
Ms Sarah Dickie
Ms Kathy Doyle
Mr Peter Driscoll
Dr Martin Edwards
Dr Peter-Marc Fortune
Prof Kevin Mackway-Jones
Dr Martin Samuels
Dr Jessica Grundy (recruited July 2023)
Michael Longman (recruited July 2023)

Mr Kim Hinshaw (resigned April 2022)
Dr Barbara Philips (resigned July 2022)
Dr Chris Vallis (resigned October 2022)

Senior Leadership Team

Secretary and Chief Executive Officer	Mrs Sinead Kay
Director of Operations	Mrs Clare Duffy
Director of Education & Development	Dr Kate Denning
Director of Finance	Mr Nick Brooks

Professional Advisors

External Auditor

Beever and Struthers
Suite 9b, The Beehive
Shadsworth Business Park, Lions Drive
Blackburn, BB1 2QS

Bankers

Royal Bank of Scotland PLC
Drummond House
1 Redheughs Avenue
Edinburgh EH12 9YH

Report of the trustees

Structure, governance and management

The charity is controlled by its governing document, its memorandum and articles of association, and constitutes a company, incorporated on the 4th November 2002, limited by guarantee, as defined by the Companies Act 2006. In the event of the company being wound up members are required to contribute an amount not exceeding £10. The company was registered as a charity on 20th January 2003.

Our Trustee Committee meets four times each year. They are responsible for the strategic direction and policy of the charity. At present there are nine members, eight from clinical backgrounds and one lay member, each bringing a vast range of knowledge. The CEO supported by the Senior Leadership Team has day-to-day responsibility for the charity activities via a scheme of delegation. ALSG has 22 permanent employees based in the Manchester offices. Volunteers contribute significantly to the charity; in some instances, as expert working group members developing and quality assuring the courses and in others as instructors teaching on courses. The network of around 6,000 volunteers internationally is at the heart of what we do and work alongside us to achieve our aim of saving lives and improving patient outcomes by providing training.

Recruitment and appointment of trustee committee

Under the requirements of the Memorandum and Articles of Association the members of the Trustee Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. A Trustee board review has taken place and it was identified a requirement to recruit two new Trustees. Recruitment for the new Trustees will take place in 2023.

Trustee induction and training

All existing trustees are already familiar with the work of the charity through continued involvement in course development, course teaching and research.

New trustees are encouraged to attend induction training to familiarise themselves with the charity and the context within which it operates. These are led by the Chief Executive of the charity and cover:

- The obligations of the Trustee Committee
- The main documents which set out the operational framework for the charity
- The current 5-year strategic plan and annual detailed business plan
- The latest published accounts

Fundraising

The charity had no fundraising activities requiring disclosure under S162A of the Charities Act 2011.

Pay and remuneration of charity's key leadership personnel

The Trustee Committee chaired by the Chair of Trustees reviews and agrees the pay and remuneration of all staff each year including the Senior Leadership Team (SLT). The ratio of senior pay to lowest pay is 1:5 overall and 1:4 for office-based staff. The approach is:

- A full benchmarking exercise is completed as part of the strategic plan preparation which is then set for the duration of the plan. Due to the pandemic, the previous strategic plan was extended by a year which meant the pay review was not conducted in 2021 as planned. A new strategic plan for 2023-2025 has been drafted and the next benchmarking exercise will take place in year one.
- In other years, a percentage pay increase will be considered at the April Trustee meeting based on performance, general market conditions and the scenario planning.
- All members of staff undertaking the same role will have the same benchmarked pay.
- New roles will be benchmarked using the report from the benchmarking exercise.

The benchmarking exercise is completed by the SLT using a third party.

Trustees' responsibilities for the year ended 31st December 2022

The trustees (who are also the directors of Advanced Life Support Group (ALSG) for the purposes of company law) are responsible for preparing the Report of the Trustees (incorporating Directors' Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Preparation of financial statements

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

Accounting records

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

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom covering the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Related parties

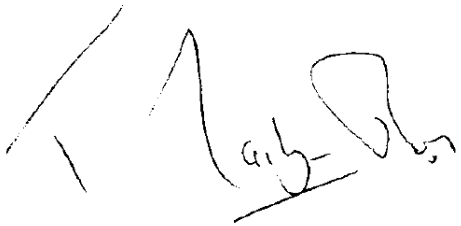
There have been no related party transactions in the reporting period that require disclosure.

Auditors

The auditors, Beever and Struthers will be proposed for reappointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the Board of Trustees on 6th July 2023 and signed on behalf by:



Kevin Mackway-Jones, Chair of Trustees

Independent auditor's report to the members of Advanced Life Support Group

Opinion

We have audited the financial statements of Advanced Life Support Group (the "charitable company") for the year ended 31 December 2022 which comprise the Statement of Financial Activities (incorporating an income and expenditure account), the Balance Sheet, the Cash Flow Statement and the notes to the financial statements, including a summary of significant accounting policies in note 2. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 December 2022 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 requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's 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.

Independent auditor's report to the members of Advanced Life Support Group (cont'd)

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 annual report, other than the financial statements and our auditor's report thereon. The trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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 auditor's report to the members of Advanced Life Support Group (cont'd)

Opinions on other matters prescribed by the companies act 2006

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

- the information given in the trustees' report which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of directors

As explained more fully in the Trustees' Responsibilities Statement for the financial statements set out on pages 14-15, 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

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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud are detailed below:



Extent to which the audit was considered capable of detecting irregularities, including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations.
- we identified the laws and regulations applicable to the charitable company through discussions with trustees and other management, and from our knowledge and experience of the charity sector.
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the Companies Act 2006, the Charities Act 2011, taxation legislation, data protection, anti-bribery, employment, environmental and health and safety legislation.
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence.
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud.
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures on income and salaries to identify any unusual or unexpected relationships.
- tested journal entries to identify unusual transactions.
- assessed whether judgements and assumptions made in determining the accounting estimates set out in note 2 were indicative of potential bias.
- investigated the rationale behind significant or unusual transactions.

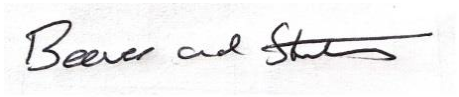
There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

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

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an 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 members as a body for our audit work, for this report, or for the opinions we have formed.



31 July 2023

Mark Bradley FCA (Partner)
For and on behalf of
BEEVER AND STRUTHERS
Statutory Auditor
Suite 9b, The Beehive, Shadsworth Business Park, Lions Dr, Blackburn, BB1 2QS

Dated

ADVANCED LIFE SUPPORT GROUP

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND NET EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31st December 2022

	Notes	31.12.22 Unrestricted Total Funds £	31.12.21 Unrestricted Total Funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3	-	-
Charitable activities	6		
Run, develop and quality assure courses		1,798,027	1,480,390
Investment	4	1,610	1,271
Other	5	2,853	55,606
Total income and endowments		1,802,490	1,537,267
EXPENDITURE ON			
Charitable activities	7		
Run, develop and quality assure courses		1,731,777	1,559,544
Total expenditure		1,731,777	1,559,544
NET INCOME/(EXPENDITURE)		70,713	(22,277)
RECONCILIATION OF FUNDS			
Total funds brought forward		927,576	949,853
TOTAL FUNDS CARRIED FORWARD		998,289	927,576

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities

The notes on pages 25 to 35 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

BALANCE SHEET
AS AT 31st December 2022

	Notes	31.12.22 Unrestricted Total Funds £	31.12.21 Unrestricted Total Funds £
FIXED ASSETS			
Tangible assets	14	427,604	427,663
CURRENT ASSETS			
Stocks	15	15,775	7,075
Debtors	16	230,263	190,254
Cash at bank and in hand		949,675	943,427
		1,195,713	1,140,756
CREDITORS			
Amounts falling due within one year	17	(625,028)	(640,843)
NET CURRENT ASSETS		570,685	499,913
TOTAL ASSETS LESS CURRENT LIABILITIES		998,289	927,576
NET ASSETS		998,289	927,576
FUNDS OF THE CHARITY	20		
Unrestricted funds		998,289	927,576
TOTAL CHARITY FUNDS		998,289	927,576

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The financial statements were approved by the Board of Trustees and authorised for issue on 7th July 2023 and were signed on its behalf by:



Kevin Mackway-Jones – Chair of Trustees
Company number 04580873

The notes on pages 24 to 35 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31st December 2022

	Notes	31.12.22 £	31.12.21 £
Cash flow from operating activities:			
Cash generated from operations	23	17,448	94,641
Net cash provided by operating activities		17,448	94,641
Cash flows from investing activities:			
Proceeds on sale of fixed assets		-	-
Purchase of tangible fixed assets		(12,810)	(25,357)
Interest received		1,610	1,271
Net cash used in investing activities		(11,200)	(24,086)
Change in cash and cash equivalents in the reporting period		6,248	70,555
Cash and cash equivalents at the beginning of the reporting period		943,427	872,872
Cash and cash equivalents at the end of the reporting period		949,675	943,427

The notes on pages 24 to 35 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2022

1. LEGAL FORM AND OTHER INFORMATION

Advanced Life Support Group is a private charitable company limited by guarantee, which was incorporated in England. In the event of the charity being wound up, members are required to contribute an amount not exceeding £10. The registered office is:

29-31 Ellesmere Street
Swinton
Manchester
M27 0LA

2. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain assets.
The financial statements are presented in sterling and rounded to the nearest pound.

Preparation of the accounts on a going concern basis
The Trustees have prepared the accounts on a going concern basis, having generated a surplus in 2022 whilst recovering from the impact of COVID-19, the reserves held at ALSG are adequate and available for additional infrastructure and building expenditure planned in 2023.

Key estimates and judgements
Income
All income is recognised once the charity has entitlement to the funds, any performance conditions attached to the items(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably. The following specific policies apply to categories of income:

Income from grants, whether "capital" or "revenue" grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

Training Course Fees are included on a receivable basis. Course fees from some courses are invoiced in advance and, therefore, deferred and included in income in the relevant financial year when the course is held.

Royalties are included in income when notification of entitlement is received from the publisher. The Royalties received are shown net of amounts payable to overseas partners, which are due as a contribution for translating the publications.

Venue Hire is included in other income when an invoice is raised following the use of the venue.
Investment income relates to interest received from bank deposits and is included in income when receivable.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis, inclusive of VAT which cannot be recovered, and has been classified under headings that aggregate all cost related to the category.

Charitable activities
This includes costs of the charity incurred in the delivery of its activities and services.

Governance costs
The costs include external audit, legal advice for trustees and costs associated with constitutional and statutory requirements including the cost of trustee meetings and preparing statutory accounts. They also include the costs associated with the strategic management of the charity including employee attendance at meetings and administrative support to the trustees.

Allocation and apportionment of costs
Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include Finance, IT, HR, Health & Safety and Building, Marketing and governance costs which support the Charity's activities. Where costs cannot be directly attributed to particular headings, they have been allocated to support costs on a basis consistent with the use of resources (i.e. staff time spent, floor space etc).

Tangible fixed assets
Assets costing £100 or more, and with an expected useful life of more than one year, are capitalised at cost.

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

- Long leasehold property - over 50 years straight line
- Course equipment - over 3 years straight line
- Office equipment - over 5 years straight line
- Computer Equipment - over 3 years straight line

The Trustees have reviewed the residual value of the leasehold property as at 31 December 2022 and have the view that it is at least the "deemed cost" of £400,000, and therefore the depreciable amount is zero. In accordance with the Companies Act 2006 all tangible assets are to be depreciated. The Trustees do regular impairment reviews.

Stocks
Stocks are valued at the lower of cost or net realisable value, after making due allowance for obsolete items. Cost is determined using the First In, First Out (FIFO) methodology.

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

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2022 - continued

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

Hire purchase and leasing commitments
Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

Pension costs
The charity contributes to a group Personal Pension Plan, which is a defined contribution scheme, operated by Foster De Novo for all eligible employees. Contributions to the scheme are charged to the Statement of Financial Activities as and when they become payable.

Donated services
The Trustees have reviewed the guidance in Charities SORP (FRS 102) (effective 1 January 2019) in relation to volunteers. The guidance states that donated services must be recognised as income when the following criteria are met: there is entitlement to the donation, it is probable that the economic benefits from the donation will flow to the charity, and the measurement of the donation can be measured reliably.
The trustees have agreed that although the first two criteria are met, the fair value or value to the charity could not be measured reliably: that the cost to the charity of producing a value would be prohibitive and that the users of the accounts would not benefit by a better understanding if the valuation was included.

Debtors
Debtors are recognised at the settlement amount due.

Prepayments
Prepayments are valued at the amount prepaid.

Cash
Cash comprises bank deposits. For some accounts a notice period is required for funds withdrawn.

Creditors
Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

Financial instruments
The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2022 - continued

3. DONATIONS AND LEGACIES

	31.12.22	31.12.21
	£	£
Donations	0	0

ALSG is indebted to the dedicated volunteers who engage as expert working group members and guide the development and quality assurance of the courses. The charity also acknowledges the significant amount of time, which is donated by thousands of volunteer instructors throughout the UK and overseas when teaching on courses. It is impossible to reflect the financial value of this in the accounts, but it is important to acknowledge that they are at the core of what we do and we could not exist without them.

4. INVESTMENTS

	31.12.22	31.12.21
	£	£
Deposit account interest	1,610	1,271

5. OTHER

	31.12.22	31.12.21
	£	£
Government grants received	2,853	55,606
	2,853	55,606

6. INCOME FROM CHARITABLE ACTIVITIES

		31.12.22	31.12.21
	Activity	£	£
Course fees and course materials	Run, develop & quality assure courses	1,546,548	1,282,909
Royalties	Run, develop & quality assure courses	251,479	197,482
		1,798,027	1,480,391

7. CHARITABLE ACTIVITIES COSTS

	Direct costs (see note 8)	Support costs (see note 9)	Totals
	£	£	£
Run, develop & quality assure courses	1,614,005	117,772	1,731,777

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.12.22	31.12.21
	£	£
Staff costs	809,874	890,780
Other operating leases	7,059	8,720
Rates and water	6,133	7,132
Insurance	10,478	10,246
Light and heat	12,185	6,116
Telephone	2,357	1,968
Postage and stationery	10,093	7,505
Bad debts	6,214	921
Course related costs including materials	540,563	373,734
CAI CD costs	13,370	14,942
Marketing and professional fees	80,510	28,702
Professional IT costs and support	31,274	31,753
Repairs and renewals	52,257	35,149
Staff training, travel and expenses	7,584	1,605
Depreciation	12,355	7,823
Interest payable and similar charges	11,699	11,538
	1,614,005	1,438,634

9. SUPPORT COSTS

	31.12.22	31.12.21
	£	£
Finance	808	10,860
Information technology	10,363	10,860
HR, Health & Safety & Building	10,363	10,860
Marketing	20,725	21,719
Governance costs	75,513	66,610
	117,772	120,909

Where costs cannot be directly attributed to each support cost they have been apportioned, based on staff time spent and floor space used, as appropriate.

10. NET (INCOME)/EXPENDITURE

	31.12.22	31.12.21
	£	£
Depreciation - owned assets	12,869	8,149
Other operating leases	5,062	5,830

11. TRUSTEES' REMUNERATION AND BENEFITS

None of the Trustees received remuneration or other benefits for the year ended 31 December 2022, nor for the year ended 31 December 2021.

Trustees' expenses

During the year 2 Trustees were reimbursed travelling expenses for attendance at Trustee meetings and this totalled £284 (2021, no Trustees were reimbursed £nil).

12. STAFF COSTS

	31.12.22	31.12.21
	£	£
Wages and salaries (including child care costs)	741,739	732,926
Redundancy costs	-	15,438
Social security costs	77,481	69,677
Other pension costs	80,640	171,714
	899,860	989,755

Allocated to:

	31.12.22	31.12.21
	£	£
Charitable activities	809,874	890,780
Governance	53,992	49,488
Support	35,994	49,488

Wages and salaries have been reduced by way of salary sacrifices as requested by a number of employees and alternative payment made as follows:

Childcare costs	450	375
Additional pension contribution	26,605	97,510

The average number of total employees (headcount) during the year was as follows:

	31.12.22	31.12.21
Charitable Activities	20	26
Governance	1	2
Support	1	2
	22	30

The full time equivalent number of employees was 23 (2021 - 23).

12. STAFF COSTS continued

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

	31.12.22	31.12.21
£70,000 - £79,999	3	1
£80,000 - £89,999	-	1
	3	2

Key management personnel of the charity comprise the Trustees and Senior Leadership Team. Total key management personnel remuneration was £289,042 (2021 £353,279).

The higher paid members of staff also received pension contributions of £38,605 of which £20,241 is from salary sacrifice.

13. AUDITOR'S REMUNERATION

The audit fees (excluding VAT) charged during the year were £11,500 (2021 - £10,000).

Fees charged (excluding VAT) for other services during the year were £275 (2021 - £250).

14. TANGIBLE FIXED ASSETS

	Leasehold Land and Buildings	Course Equipment	Office Equipment	Computer Equipment	Totals
COST	£	£	£	£	£
At 1 January 2022	400,000	124,498	38,091	99,701	662,290
Additions	-	10,044	1,778	988	12,810
At 31 December 2022	400,000	134,542	39,869	100,689	675,100
DEPRECIATION					
At 1 January 2022	-	122,446	36,935	75,246	234,627
Charge for year	-	1,619	827	10,423	12,869
Estimated on disposal	-	-	-	-	-
At 31 December 2022	-	124,065	37,762	85,669	247,496
NET BOOK VALUE					
At 31 December 2022	400,000	10,477	2,107	15,020	427,604
At 31 December 2021	400,000	2,051	1,157	24,455	427,663

The Original cost of the Leasehold land and buildings was £572,112. The Leasehold Property was valued at £400,000 on an open market basis in August 2012 by Robert Pinkus & Co, Chartered Surveyors, and at that stage the property was revalued downward to £400,000, and the impairment went to the SOFA. On transition to FRS102 this value was adopted by the Trustees as the "deemed cost".

15. STOCKS

	31.12.22	31.12.21
	£	£
Stock of course materials	15,775	7,075

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.22	31.12.21
	£	£
Trade debtors	82,392	53,235
Prepayment and accrued income	147,871	137,019
	230,263	190,254

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.22	31.12.21
	£	£
Trade creditors	83,218	64,243
Accruals and deferred income	513,499	544,404
Taxation and social security	21,228	18,375
Other creditors	7,083	13,821
	625,028	640,843

18. DEFERRED INCOME

	£
Balance as at 1 January 2022	403,344
Amount released to Income from Charitable activities	(379,355)
Amount deferred in year	368,537
Balance as at 31 December 2022	392,526

19. COMMITMENTS

Operating lease commitments

At 31st December 2022 the charity had total future minimum lease payments under non-cancellable operating leases as set out below:

	31.12.22	31.12.21
	£	£
Not later than one year	4,321	3,954

20. MOVEMENT IN FUNDS

	At 1.1.2022	Net movement in funds	At 31.12.2022
	£	£	£
Unrestricted funds			
General fund	927,576	70,713	998,289
TOTAL FUNDS	927,576	70,713	998,289

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	1,802,490	1,731,777	70,713
TOTAL FUNDS	1,802,490	1,731,777	70,713

21. PENSION COMMITMENTS

The group Personal Pension Plan is a defined contribution scheme, and is open to all employees. Employee contributions are not compulsory. The employer contribution is either 7% or 7.5%. Some employees have accepted a salary sacrifice in exchange for additional pension contribution.

The pension cost to the charity for the year was £80,640 including Term Assurance of £3,956 (2021 £171,714 including Term Assurance of £3,948).

At the year-end there were outstanding contributions payable to the scheme of £7,082 (2021 £13,821).

22. RELATED PARTY DISCLOSURES

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

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

	31.12.22	31.12.21
	£	£
Net Income/(expenditure) for the reporting period (as per the statement of financial activities)	70,713	(22,277)
Adjustments for:		
Depreciation charges	12,869	8,149
Interest received	(1,610)	(1,271)
(Increase)/decrease in stocks	(8,699)	361
(Increase) in debtors	(40,009)	(59,510)
(Decrease)/increase in creditors	(15,815)	169,189
Net cash provided by operating activities	17,449	94,641

24. ANALYSIS OF CHANGES IN NET DEBT

	At start of year	Cashflows	At year end
	£	£	£
Cash	852,758	96,917	949,675
Cash equivalents	90,669	(90,669)	-
TOTAL	943,427	6,248	949,675

ADVANCED LIFE SUPPORT GROUP

England & Wales - Charity number 1095478

Accounts

2021

Advanced Life Support Group

A charity dedicated to saving life by providing training



ADVANCED LIFE SUPPORT GROUP

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31st December 2021

Registered Company Number: 4580873 (England and Wales)
Registered Charity Number: 1095478

2021

Content

03
A word from the Chair

04
Purpose, vision and values

05
What we do

06
Highlights of 2021

07
Insights of a remotely enhanced course

08
Case studies

09
Conferences and partnerships

10
Quality and improvement in 2021

11
Social and environmental impact 2021

12
Looking forward

13
Financial summary

14
Reference and administration details

15
Report of the trustees

18
Independent auditor's report

22
Statement of financial activities

23
Balance sheet

24
Cash flow statement

25
Notes to the financial statements

A word from the Chair of Trustees



Welcome to our 2021 annual report and accounts

Once again COVID-19 has been a part of our working lives during 2021. This has meant ALSG has further improved its preparedness and response to the ongoing challenges the pandemic brings. As well as further developing our online training courses and updating course materials with the latest ILCOR guidelines, we have been preparing to reintroduce face-to-face courses as restrictions are lifted and colleagues are released for much needed training.

The pandemic will have a lasting effect for everyone, in particular our colleagues in the NHS and overseas. There have been some positives however, and it is critical at ALSG to reflect and learn from what has worked well. Providing candidates and faculty with the choice of attending a face-to-face course, or online, or a combination of both, continues as part of our offering to provide full flexibility. COVID did accelerate the new online delivery of our training and as the pandemic continued, we adapted to the challenging circumstances and further enhanced how we offer courses.

Due to the pandemic ALSG's numbers are lower than in previous years but ALSG continues to move forward. In 2021 we had 11,459 candidates complete ALSG courses and of these, 52 became full instructors. Since the charity began, a total of 256,791 have now been trained.

2021 saw the development of Child Protection: Recognition and Response (CPRR) which launched online as well as some significant enhancements to the course, including the introduction of continuous assessment both on the traditional face-to-face course and online. This is in addition to APLS, GIC and APEx which launched online the previous year.

ALSG has focused on building strong governance through its Trustees and it is my privilege to welcome Sarah Dickie and Martin Edwards to the Board of Trustees whom both bring decades of educational experience and I look forward to working closely with them.

It is also with a sad heart we said goodbye to Sue Wieteska, co-founder of ALSG and CEO for the past 30 years. Sue retired in December 2021 having dedicated her working career to ALSG, tirelessly developing new training courses across many specialties by working closely with Working Groups, course coordinators and the Board of Trustees. Sue's contribution to medical education can be evidenced by the 44 countries across the world that run ALSG training packages.

Sue has contributed enormously to the day-to-day functioning of ALSG, implementing strategies and processes and has been innovative in her approach to running the organisation. Her prescience, prudence and judgement has been exceptional, and I know I speak for my colleagues and the staff at ALSG when we say we will miss her cheerful yet insightful contributions, but we wish her all the best in her well-earned retirement.

I am pleased to welcome Sinead Kay, Interim CEO who has been with ALSG for the past seven years. Sinead joined ALSG in the Marketing department before being promoted to the Senior Leadership Team (SLT) three years ago and now takes over from Sue to continue ALSG's onward journey. Having worked closely with Sinead as part of the SLT, I am pleased and confident that she will continue to build the organisation's infrastructure as well as the development of ALSG's training packages which all aims to improve patient outcomes and save lives.

The transition has been seamless as Sue and Sinead have successfully endeavoured throughout 2021 to handover and transfer responsibilities in a timely manner. We wish you every success Sinead and I am very much looking forward to 2022 and all that it brings.

Kevin Mackway-Jones
Chair of Trustees

Objectives:
Purposes of the charity



The purpose of the charity as set out in the governing document is to "preserve life by providing training and education to the general public and in particular but not exclusively, to doctors, nurses and other members of the medical profession, in life saving techniques, in particular regarding advanced trauma, cardiac and paediatric life support treatment."



Vision

ALSG is clear that its vision is to save lives and improve patient outcomes.

Values

SUPPORT
We are loyal. We look after our candidates, staff, volunteers and partners. We listen, respond, provide and support.

EDUCATE
We educate clinicians to give them the confidence, knowledge and practical skills to save lives.

COLLABORATE
We are collaborative. We enjoy mutual respect with our partners through shared values and trust.

INNOVATE
We continually pioneer new approaches to improve medical education.

EXCEL
We excel at providing standardised, quality assured training needed to save lives.

What we do

ALSG is a not-for-profit organisation which aims to save lives and improve patient outcomes through structural educational training packages.

To remain current with new educational and clinical practices, each course has a Working Group affiliated specifically to the specialty of a course. Working groups are responsible for the management and development of the course by bringing together the latest clinical expertise to ensure courses are up to date and aligned to current guidelines.

Furthermore, the latest learning techniques and delivery of training packages are updated to offer the best teaching practices and to keep education at the heart.

As a result of the pandemic, ALSG accelerated its online delivery of courses, making it not only safer, but given that our candidates are in the main clinicians who are short of time and have struggled to get study time, having this alternative to accessing education was an important strategic step in ALSG's journey which has been well received. It has ensured clinical education has been able to continue throughout the pandemic using remote and digital training packages.

Since ALSG's inception, all courses follow a structured approach which means there is a step-by-step methodology, making every course germane no matter where it is delivered in the world as it follows a consistent format.

This also applies to our remotely enhanced digital training, regardless of which course a candidate undertakes, they will follow a structured teaching method. The quality of online courses has not been compromised and has been demonstrated by the Royal College of Paediatric and Child Health (RCPCH) fully endorsing both the online and face-to-face APLS course.

In addition, ALSG's Child Protection Response & Recognition (CPRR) course was developed with the RCPCH, the NSPCC as well as with ALSG and can be accessed via the RCPCH Child Protection Portal.

Course development is fundamental to ALSG's operational function and by offering a digital interface option for several of our courses, ALSG has implemented the right tools to respond and adapt positively to change and is well positioned going into 2022.

RCPCH Endorsed
Royal College of Paediatrics and Child Health

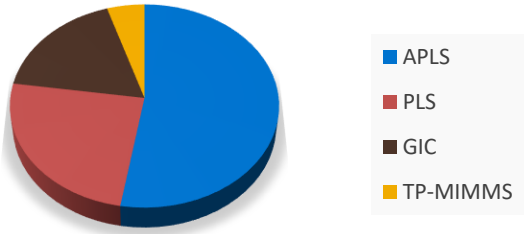
"CPRR training is about discerning the indicators in possible child abuse and neglect cases which investigates the hidden signs which aren't immediately obvious and provides a structured approach to managing this sensitive topic. The course provides the candidate with the knowledge and skills to recognise child abuse, as well as how and who to refer a case to, and looks at the importance of following-up which is essential, so the child is professionally cared for throughout the entire time."

Daniel Waeland. Director of Education & Training. RCPCH



Highlights of 2021

- In 2021 ALSG trained 11,459 candidates which brings the total number trained to 256,791 since inception
- Globally 317 instructors taught on our courses in 2021 as well as 52 candidates who became fully trained instructors, thereby ensuring our courses can continue to improve patient outcomes and save lives through training
- From 2019 to 2021 there were a total of 138 active centres running ALSG courses across the globe
- As ALSG continually evolves, four training packages have now become available in a digital format as they have been 'remotely enhanced' giving greater flexibility for online learning
- The RCPCH continued to endorse the APLS Remotely Enhanced course, as well as maintaining our endorsement for the original APLS course over two days of face-to-face training. Recognition of the standard and acknowledgement of best practice.
- Five nurses were offered free course places as part of the 2020 WHO's 'The Year of the Nurse and Midwife' campaign which due to the pandemic, ran into 2021 as we honoured our commitment to our winners
- Academy of Medical Educators (AoME) has recognised the General Instructor Course (GIC) and accredited it to their high standard quality mark
- The Mike Davis Bursary, which funds a training programme for the Generic Instructor Course, continues and in 2021 it was awarded to Lauren Frow.
- In 2021 the Manchester Triage System (MTS) introduced specific discriminators for mental health. An expert Delphi study was performed which identified 52 discriminator statements using the world-renowned MTS reductive method. It is intended for usage in emergency departments, ambulance services, out of hours and emergency care centres for patients displaying mental health crises. The new mental health discriminators embedded in the established triage tools are fully researched, providing an evidence-based approach in a flow chart to help identify and pinpoint the needs of individual patients.
- Snapshot of courses run in 2021





Insights from a remotely enhanced course

As technology infiltrates our lives more and more, ALSG has seen the benefit of making some of its training packages available online, especially during the pandemic which has facilitated continued learning for clinicians who otherwise wouldn't have been able to attend a face-to-face course. Clearly not all courses are appropriate for an online equivalent but the courses we have devised to this point, translate well and have been received positively.

Here are some insights from our instructors on teaching a remotely enhanced course.

Mike Davis, instructing on the Generic Instructor Course said …

"The revised version of the GIC provided the opportunity for centres to continue to offer the GIC by making good use of the technology by making reasonable adaptations to the programme and the candidate experience. The (Remotely Enhanced) experience will almost certainly feed into future developments of this and other related courses."

"Due to COVID-19, we ran a Remotely Enhanced APLS course with the first day of the course delivered virtually. The real benefit was the high quality of the teaching was not lost and in fact, it allowed candidates to feel more comfortable in their own homes for this part of the course."

Sarah Dormer shares her experiences of instructing remotely on APLS

In 2021, CPRR was the latest course to be digitally developed and Ruth Skelton, Chair of CPRR said …

"Child Protection is about recognising the signs of physical and emotional abuse, providing candidates with a structured step-by-step guidance as to the correct course of action in a variety of settings and scenarios. It has worked extremely well online as it facilitates easy discussions between groups as well as the added advantage of there being no travel time lost."

Case studies

Shadman Aziz – Pre-Obstetric Emergency Training (POET)

The POET course is really useful as it teaches a structured approach that you can apply to any obstetric emergency. I have had limited exposure to obstetric patients in the Emergency Department as they largely are taken straight away to the labour ward by the ambulance service or from triage. However, obstetric patients do present to the Emergency Department, often in extremis, therefore I felt that it was important for me to fill these knowledge gaps by attending the POET course.

I found learning about and applying the POET structured approach very useful as it uses an extension of the familiar ABCDE approach to help with any obstetric emergency. The course faculty were excellent and very knowledgeable; and the course was delivered in a very effective way. The scenarios were particularly useful as it allowed us to put that knowledge into practice.

I also found it really useful working alongside other clinicians from different specialties to see how they would approach the scenarios."



Shadman Aziz
Emergency Medicine Trainee, London

Sally Roberts – Advanced Paediatric Life Support (APLS)

"I found the course very useful as a nurse. On the ward you will be the person identifying early signs of a patient deteriorating and the first person there if an emergency occurs. The structured approach to the procedures really helped me keep calm and focused, and I enjoyed working within the multi-disciplinary team on the day. It gave me a chance to explore emergency situations I had not come across before and widen my knowledge so that when I encounter them in real life, I will be better equipped to deal with them.

I found it useful to learn about everyone else's roles within the situation and what their responsibilities would be in relation to my own. It helped me understand more what my role within the team would be, but also let me push myself further into roles beyond what I'd do in real life.

I have already recommended the course to several of my colleagues and expressed how much I enjoyed it to them, and they shouldn't see it as a scary course."



Sally Roberts
Senior Staff Nurse, Sheffield

Conferences and Partnerships



ALSG held it's bi-annual Manchester Triage Conference on 9th December and for the first time it was online. The conference covered a range of subjects from Infectious Diseases utilising the Manchester Triage System (MTS), Around the World: How MTS helped stream patients during the pandemic through case examples, as well as exploring latest international research.

Partnership ties continue to strengthen with the RCPCH, through the Royal College's endorsement of APLS delivered in a face-to-face format, as well as endorsing the APLS digital course.

In addition, Child Protection continues to be high on the agenda with the RCPCH and we continue to work closely to provide essential child protection training.

ALSG continues to work with the Resuscitation Council UK (RCUK) in the delivery of our Generic Instructor Course (GIC) across the UK and look forward to developing the next edition of the course in 2022.

The Academy of Medical Educators (AoME) accredited the GIC, and the two organisations continue to build a stronger working relationship. Such is the standard of the GIC, the AoME has devised a shortened path to their certification for all those who have undertaken and passed their GIC.

ALSG continues to support the work MCAI does in Liberia and actively work with the Charity to support the Strengthening Emergency Care (SEC) courses which we are planning to start running again in 2022.

Partnerships are not only collaborative but help identify new practices and is a mechanism to exchange information, as well as working towards a common purpose.



Quality and improvement in 2021



Development of the organisation

ALSG has continued its journey of evolving over its 30 years and delivers clinical education along the healthcare pathway. The organisation recognises the need to increase performance levels, and this is done by strengthening the culture, from staff to volunteers, the senior leadership team and the trustees to deliver organisational priorities. There has been succession planning, the upskilling of staff, as well as improving our technology. A recruitment drive has been implemented to ensure continuity and strategic guidance as ALSG prepares for up-and-coming retirements of Trustees. Given the need to be COVID safe, there has been a reconfiguration of the building to allow for larger teaching rooms to make the environment more conducive for faculty and candidates. As staff teams returned to the office, the importance of being with team members was evident, as staff were able to interact more easily and efficiently.

Development of research

ALSG is committed to advancing clinical practices and as an organisation, is committed to providing support for clinical research and offers a research fund in the name of working group chairs who have stepped down. In addition, there are annual bursary funds for course places to encourage the development of our future instructors. The Manchester Triage System hold a specific research fund for the advancement of triage through the Janet Marsden Bursary which has seen triage evolve to incorporate mental health discriminators as well as a triage tool specific to Care Homes.

Development of people

ALSG places significant emphasis on its staff and volunteers, without which it would not thrive and be the organisation is it today. Our volunteer instructors are supported through regular recertification and are invited to the ALSG bi-annual conference where they can access workshops and hands-on training on how to improve their educational and clinical skills.

As the organisation's Governing body, the board of Trustees meet quarterly to review the five-year strategy and ensure the organisation is aligned to its vision and values. The Trustees have access to training on their roles and responsibilities to fulfil their role and maximise their contribution in the strategic planning for the organisation.

ALSG holds regular staffing updates to brief employees on progress, as well as encourage self-development, ownership, and responsibility for each person's role, whilst implementing informal coaching and mentoring. ALSG believes a work life balance is important and continues to offer flexible working to accommodate each person's needs and offers staff the opportunity to purchase additional holidays, as well as providing pension, legal support and access to a personal coaching tool.

Development of technology

Since the pandemic, ALSG has focused on evaluating what technologies are available and will bring added value to our candidates and faculty. This work is continually evolving. With technology, there comes the need to work at pace, as candidates, volunteers and partners have a greater expectation of engagement with the organisation. To fulfil this expectation, ALSG has built a more robust infrastructure utilising instant messaging, ticketing system for enquiries, interactive help tools, online team meetings, SharePoint and Cloud storage which are faster and more robust, along with upgrading employees' laptops.



Social and environmental impact 2021

As an organisation, we strive to continually look at reducing our carbon footprint. ALSG's remotely enhanced courses reduces the requirement for travel, the use of paper on a course and the use of the office space which naturally has a positive effect on the environment. All employees work from home for most of their working week, thereby further reducing the carbon footprint.

ALSG courses are now 'paperless' which means courses are managed and assessed using iPads instead of paper. Course packs are also online, and all communication is done via email which further reduces the use of paper and printing on courses.

Many of the organisation's meetings are held online, with little taking place face-to-face and in 2021 the first online conference was held, again mitigating the environmental impact.



Saving lives and impro
patient outcomes

Looking forward

2022 will be an exciting yet busy year for ALSG as we see three updated courses coming out namely,

01 **APLS 7th EDITION**

02 **MIMMS 4TH EDITION**

03 **mMOET 4TH EDITION**

These courses come with updates to the Virtual Learning Environment (VLE) platform which prepares candidates in advance of undertaking their course, along with new course manuals published by Wiley's. Both underpin the entire course providing the theory and is a reference resource for our candidates throughout the course and after as a resource.

ALSG will be seeking to reinvigorate staff development with a view to supporting and helping each and everyone be the best they can be in their role. It has been a long time since we were able to focus on staff development (due to the pandemic) and so next year will see staff given the opportunity to develop in their careers and broaden their knowledge in a variety of other areas across the organisation.

In 2022, we will see a number of long-standing trustees stepping down and new recruits coming on board to continue the great work the team has done to support the strategic progress and governance of the organisation.

A further update to our internal systems is underway with the implementation of upgraded packages such as SAGE, and new technologies to allow for online chats with candidates, centres and faculty should they want to speak to someone directly.

We are actively engaging with our centres and instructors to support them returning to running courses and teaching. ALSG has a dedicated member of staff to champion this work and ensure returning to running courses is as seamless as possible. We aim to introduce a resource centre which will house a range of marketing materials to help promote courses, and for candidates the ability to see their training history as well as their certification and the date they need to recertify. Furthermore, it will allow faculty to keep a record of their teaching hours, and when they too need to recertify.

It will be a busy yet productive year for everyone at ALSG in 2022 and there is a robust business plan in place, a well thought out strategy for the continuous evolvement of ALSG, supported by processes and infrastructure. We are confident 2022 will be another good year for ALSG.



Financial summary

Financial review

During the year the Charity's total income was £1,537,267 (2020 £1,346,918), and the overall performance recorded a deficit of -£22,277 (2020 deficit -£151,193), resulting in a similar decrease in reserves. Support costs, expended as a percentage of income, decreased during the year to 7.87% (2020: 9.00%).

Principal funding sources

There are three main sources of funding that all support training course provision, training course development and feedback and quality assurance activities:

1. Course fee income from candidates attending courses in the Manchester training centre.
2. Certification and on-line course fee income from courses running elsewhere for ALSG courses.
3. Royalties donated from the sale of published materials.

Principal risks and risk management

The trustees and senior leadership team have conducted a review of the major risks to which the charity is exposed. The principal risks are NHS funding and the impact on training budgets and instructor availability. A risk management policy and system has been prepared, which details the steps that have been taken to mitigate the risks. In May 2020, the risks were reassessed as a result of COVID-19 and an additional risk added "Government or other agencies put restrictions or requirements (e.g. with the NHS) in place that stop us (and others) delivering face-to-face training". We identified the potential impact and planned and implemented steps to mitigate the risk. This remains a 'red' risk which means that it is under regular review by Trustees and the SLT.

Investment policy

Currently, ALSG is managing the uncertainty around COVID-19 as this is restricting funds available for investment. Therefore, ALSG only invests in cash deposits in the bank to maintain an amount in the current account sufficient to cover immediate needs. ALSG has a cash and investment policy and this governs investment processes and decision-making.

Reserves policy

The Trustees reviewed the reserves policy to take into account the impact of COVID-19 and the prudent approach of having funds available to respond as the situation changes. They consider that the ideal level of reserves as at 31st December 2021 would be £342,231. This is to cover approximately 4 months' foreseeable fixed expenditure (including purchase of fixed assets). At this level, the Trustees feel that they would be able to continue the current activities of the charity in the event of a significant fall in take up of courses. As at 31st December 2021, the 'free reserves' i.e. funds not already invested in fixed assets, amount to £499,913 which exceed the required level by £157,682. The Trustees are taking a cautious approach to the purchase of a new building in view of the extended recovery period from the impact of COVID. The excess reserves are being held for that purpose but may be required for recovery from the pandemic.

Reference and administration details

Charity name and registered numbers	Principal and registered office
Advanced Life Support Group Company No. 4580873 Charity No. 1095478	Advanced Life Support Group 29-31 Ellesmere Street, Swinton, Manchester M27 0LA

Trustees/Directors

Dr Alan Charters	Prof Kevin Mackway-Jones
Ms Kathy Doyle	Dr Barbara Phillips
Mr Peter Driscoll	Dr Martin Samuels
Dr Peter-Marc Fortune	Dr Chris Vallis
Mr Kim Hinshaw	

Senior Leadership Team

Secretary and Chief Executive Officer	Mrs Susan Wieteska (retired 31st December 2021)
Director of Operations	Mrs Clare Duffy
Director of Education	Dr Kate Denning
Director of Development	Mrs Sinead Kay
Director of Finance	Mrs Rachel Cohen (exited 3rd January 2022)

Professional Advisors

External Auditor	Bankers
Beever and Struthers Suite 9b The Beehive Shadsworth Business Park Lions Dr Blackburn BB1 2QS	Royal Bank of Scotland PLC Drummond House 1 Redheughs Avenue Edinburgh EH12 9YH

Report of the trustees

Structure, governance and management

The charity is controlled by its governing document, its memorandum and articles of association, and constitutes a company, incorporated on the 4th November 2002, limited by guarantee, as defined by the Companies Act 2006. In the event of the company being wound up members are required to contribute an amount not exceeding £10. The company was registered as a charity on 20th January 2003.

Our Trustee Committee meets four times each year. They are responsible for the strategic direction and policy of the charity. At present there are nine members, eight from clinical backgrounds and one lay member, each bringing a vast range of knowledge. The CEO supported by the Senior Leadership Team has day-to-day responsibility for the charity activities via a scheme of delegation. ALSG has 22 permanent employees based in the Manchester offices. Volunteers contribute significantly to the charity; in some instances, as expert working group members developing and quality assuring the courses and in others as instructors teaching on courses. The network of around 6,000 volunteers internationally is at the heart of what we do and work alongside us to achieve our aim of saving lives and improving patient outcomes by providing training.

Recruitment and appointment of trustee committee

Under the requirements of the Memorandum and Articles of Association the members of the Trustee Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. A Trustee board review was discussed in 2016 and is ongoing for 2021. This review identified a requirement to recruit a number of new Trustees, and as such two new Trustees were appointed in December 2021, with a start date of January 2022.

Trustee induction and training

All existing trustees are already familiar with the work of the charity through continued involvement in course development, course teaching and research.

New trustees are encouraged to attend induction training to familiarise themselves with the charity and the context within which it operates. These are led by the Chief Executive of the charity and cover:

- The obligations of the Trustee Committee
- The main documents which set out the operational framework for the charity
- The current 5 year strategic plan and annual detailed business plan
- The latest published accounts

Fundraising

The charity had no fundraising activities requiring disclosure under S162A of the Charities Act 2011.

Pay and remuneration of charity's key leadership personnel

The Trustee Committee chaired by the Chair of Trustees reviews and agrees the pay and remuneration of all staff each year including the Senior Leadership Team (SLT). The ratio of senior pay to lowest pay is 1:5 overall and 1:4 for office-based staff. The approach is:

- In year five of a strategic plan, a full benchmarking exercise is completed as part of the strategic plan preparation. This then sets the benchmark for the next five years. Due to the pandemic, the current strategic plan was extended by a year which meant the pay review was not conducted in 2021 as planned. Scenario-planning is also undertaken to review the conditions within which we pay different percentage rises each year.
- In other years, a percentage pay increase will be considered at the April Trustee meeting based on performance, general market conditions and the scenario planning (see above).
- All members of staff undertaking the same role will have the same benchmarked pay.
- New roles will be benchmarked using the report from the year five benchmarking exercise.

Trustees' responsibilities for the year ended 31st December 2021

The trustees (who are also the directors of Advanced Life Support Group (ALSG) for the purposes of company law) are responsible for preparing the Report of the Trustees (incorporating Directors' Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Preparation of financial statements

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

Accounting records

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

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom covering the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Related parties

There have been no related party transactions in the reporting period that require disclosure.

Auditors

The auditors, Beever and Struthers will be proposed for reappointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the Board of Trustees on 7th July 2022 and signed on behalf by:



Kevin Mackway-Jones, Chair of Trustees



Independent auditor's report to the members of Advanced Life Support Group

Opinion

We have audited the financial statements of Advanced Life Support Group (the "charitable company") for the year ended 31 December 2021 which comprise the Statement of Financial Activities (incorporating an income and expenditure account), the Balance Sheet, the Cash Flow Statement and the notes to the financial statements, including a summary of significant accounting policies in note 2. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 December 2021 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 requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's 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 annual report, other than the financial statements and our auditor's report thereon. The trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

Opinions on other matters prescribed by the companies act 2006

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

- the information given in the trustees' report which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.



Responsibilities of directors

As explained more fully in the Trustees' Responsibilities Statement for the financial statements set out on pages 16-17, 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

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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud are detailed below:

Extent to which the audit was considered capable of detecting irregularities, including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations.
- we identified the laws and regulations applicable to the charitable company through discussions with trustees and other management, and from our knowledge and experience of the charity sector.
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the Companies Act 2006, the Charities Act 2011, taxation legislation, data protection, anti-bribery, employment, environmental and health and safety legislation.
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence.

- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud.
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures on income and salaries to identify any unusual or unexpected relationships.
- tested journal entries to identify unusual transactions.
- assessed whether judgements and assumptions made in determining the accounting estimates set out in note 2 were indicative of potential bias.
- investigated the rationale behind significant or unusual transactions.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's web-site at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an 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 members as a body for our audit work, for this report, or for the opinions we have formed.

Beever and Struthers

30 August 2022

Mark Bradley FCA (Partner)
For and on behalf of
BEEVER AND STRUTHERS
Statutory Auditor
Suite 9b, The Beehive, Shadsworth Business Park, Lions Dr, Blackburn, BB1 2QS

Dated

Saving lives and improving patient outcomes

ADVANCED LIFE SUPPORT GROUP

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND NET EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31st December 2021

	Notes	31.12.21 Unrestricted Total Funds £	31.12.20 Unrestricted Total Funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3	-	-
Charitable activities	6		
Run, develop and quality assure courses		1,480,390	1,133,033
Investment	4	1,271	2,969
Other	5	55,606	210,916
Total income and endowments		1,537,267	1,346,918
EXPENDITURE ON			
Charitable activities	7		
Run, develop and quality assure courses		1,559,544	1,498,111
Total expenditure		1,559,544	1,498,111
NET EXPENDITURE		(22,277)	(151,193)
RECONCILIATION OF FUNDS			
Total funds brought forward		949,853	1,101,046
TOTAL FUNDS CARRIED FORWARD		927,576	949,853

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities

The notes on pages 25 to 37 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

BALANCE SHEET
AS AT 31st December 2021

	Notes	31.12.21 Unrestricted Total Funds £	31.12.20 Unrestricted Total Funds £
FIXED ASSETS			
Tangible assets	14	427,663	410,457
CURRENT ASSETS			
Stocks	15	7,075	7,433
Debtors	16	190,254	130,744
Cash at bank and in hand		943,427	872,872
		1,140,756	1,011,049
CREDITORS			
Amounts falling due within one year	17	(640,843)	(471,653)
NET CURRENT ASSETS		499,913	539,396
TOTAL ASSETS LESS CURRENT LIABILITIES		927,576	949,853
NET ASSETS		927,576	949,853
FUNDS OF THE CHARITY	20		
Unrestricted funds		927,576	949,853
TOTAL CHARITY FUNDS		927,576	949,853

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The financial statements were approved by the Board of Trustees and authorised for issue on 7th July 2022 and were signed on its behalf by:



Kevin Mackway-Jones – Chair of Trustees
Company number 04580873

The notes on pages 25 to 37 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31st December 2021

	Notes	31.12.21 £	31.12.20 £
Cash flow from operating activities:			
Cash generated from operations	23	94,641	78,319
Net cash provided by operating activities		94,641	78,319
Cash flows from investing activities:			
Proceeds on sale of fixed assets		-	-
Purchase of tangible fixed assets		(25,357)	(4,918)
Interest received		1,271	2,969
Net cash used in investing activities		(24,086)	(1,949)
Change in cash and cash equivalents in the reporting period		70,555	76,370
Cash and cash equivalents at the beginning of the reporting period		872,872	796,502
Cash and cash equivalents at the end of the reporting period		943,427	872,872

The notes on pages 25 to 37 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2021

1. LEGAL FORM AND OTHER INFORMATION

Advanced Life Support Group is a private charitable company limited by guarantee, which was incorporated in England. In the event of the charity being wound up, members are required to contribute an amount not exceeding £10. The registered office is:

29-31 Ellesmere Street
Swinton
Manchester
M27 0LA

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

Preparation of the accounts on a going concern basis

The Trustees have prepared the accounts on a going concern basis, as although the Charity looks to be recovering from the COVID-19 pandemic, plans for infrastructure and building expenditure in 2022 is expected to impact the Charity. However, they believe that they have adequate reserves and funds to deal with the additional expenditure whilst considering fluctuations in income due to potential future regional and national lockdowns.

Key estimates and judgements

Income

All income is recognised once the charity has entitlement to the funds, any performance conditions attached to the items(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably. The following specific policies apply to categories of income:

Income from grants, whether "capital" or "revenue" grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Training Course Fees are included on a receivable basis. Course fees from some courses are invoiced in advance and, therefore, deferred and included in income in the relevant financial year when the course is held.

Royalties are included in income when notification of entitlement is received from the publisher. The Royalties received are shown net of amounts payable to overseas partners, which are due as a contribution for translating the publications.

Venue Hire is included in other income when an invoice is raised following the use of the venue.
Investment income relates to interest received from bank deposits and is included in income when receivable.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis, inclusive of VAT which cannot be recovered, and has been classified under headings that aggregate all cost related to the category.

Charitable activities
This includes costs of the charity incurred in the delivery of its activities and services.

Governance costs
The costs include external audit, legal advice for trustees and costs associated with constitutional and statutory requirements including the cost of trustee meetings and preparing statutory accounts. They also include the costs associated with the strategic management of the charity including employee attendance at meetings and administrative support to the trustees.

Allocation and apportionment of costs
Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include Finance, IT, HR, Health & Safety and Building, Marketing and governance costs which support the Charity's activities. Where costs cannot be directly attributed to particular headings, they have been allocated to support costs on a basis consistent with the use of resources (i.e. staff time spent, floor space etc).

Tangible fixed assets
Assets costing £100 or more, and with an expected useful life of more than one year, are capitalised at cost.

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

- Long leasehold property - over 50 years straight line
- Course equipment - over 3 years straight line
- Office equipment - over 5 years straight line
- Computer Equipment - over 3 years straight line

The Trustees have reviewed the residual value of the leasehold property as at 31 December 2021 and have the view that it is at least the "deemed cost" of £400,000, and therefore the depreciable amount is zero. In accordance with the Companies Act 2006 all tangible assets are to be depreciated. The Trustees do regular impairment reviews.

Stocks
Stocks are valued at the lower of cost or net realisable value, after making due allowance for obsolete items. Cost is determined using the First In, First Out (FIFO) methodology.

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

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

Hire purchase and leasing commitments
Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs
The charity contributes to a group Personal Pension Plan, which is a defined contribution scheme, operated by Foster De Novo for all eligible employees. Contributions to the scheme are charged to the Statement of Financial Activities as and when they become payable.

Donated services
The Trustees have reviewed the guidance in Charities SORP (FRS 102) (effective 1 January 2019) in relation to volunteers. The guidance states that donated services must be recognised as income when the following criteria are met: there is entitlement to the donation, it is probable that the economic benefits from the donation will flow to the charity, and the measurement of the donation can be measured reliably.
The trustees have agreed that although the first two criteria are met, the fair value or value to the charity could not be measured reliably: that the cost to the charity of producing a value would be prohibitive and that the users of the accounts would not benefit by a better understanding if the valuation was included.

Debtors
Debtors are recognised at the settlement amount due.

Prepayments
Prepayments are valued at the amount prepaid.

Cash
Cash comprises bank deposits. For some accounts a notice period is required for funds withdrawn.

Creditors
Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

Financial instruments
The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

3. DONATIONS AND LEGACIES

	31.12.21	31.12.20
	£	£
Donations	-	0

ALSG is indebted to the dedicated volunteers who engage as expert working group members and guide the development and quality assurance of the courses. The charity also acknowledges the significant amount of time, which is donated by thousands of volunteer instructors throughout the UK and overseas when teaching on courses. It is impossible to reflect the financial value of this in the accounts, but it is important to acknowledge that they are at the core of what we do and we could not exist without them.

4. INVESTMENTS

	31.12.21	31.12.20
	£	£
Deposit account interest	1,271	2,969

5. OTHER

	31.12.21	31.12.20
	£	£
Venue hire	0	200
Government grants received	55,606	210,716
	55,606	210,916

6. INCOME FROM CHARITABLE ACTIVITIES

		31.12.21	31.12.20
	Activity	£	£
Course fees and course materials	Run, develop & quality assure courses	1,282,909	979,934
Royalties	Run, develop & quality assure courses	197,482	153,099
		1,480,391	1,133,033

7. CHARITABLE ACTIVITIES COSTS

	Direct costs (see note 8)	Support costs (see note 9)	Totals
	£	£	£
Run, develop & quality assure courses	1,438,634	120,909	1,559,543

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.12.21	31.12.20
	£	£
Staff costs	890,780	895,274
Other operating leases	8,720	5,974
Rates and water	7,132	6,847
Insurance	10,246	8,477
Light and heat	6,116	8,579
Telephone	1,968	2,090
Postage and stationery	7,505	8,198
Bad debts	921	12,186
Course related costs including materials	373,734	288,684
CAI CD costs	14,942	43,832
Marketing and professional fees	28,702	32,296
Grant expenditure	-	5,000
Professional IT costs and support	31,753	31,458
Repairs and renewals	35,149	13,496
Staff training, travel and expenses	1,605	2,182
Depreciation	7,823	4,918
Profit on sale of fixed assets	-	-
Interest payable and similar charges	11,538	7,342
	1,438,634	1,376,833

9. SUPPORT COSTS

	31.12.21	31.12.20
	£	£
Finance	10,860	10,898
Information technology	10,860	10,898
HR, Health & Safety & Building	10,860	10,898
Marketing	21,719	21,796
Governance costs	66,610	66,788
	120,909	121,278

Where costs cannot be directly attributed to each support cost they have been apportioned, based on staff time spent and floor space used, as appropriate.

10. NET EXPENDITURE

	31.12.21	31.12.20
	£	£
Depreciation - owned assets	8,149	5,122
Other operating leases	5,830	5,127

11. TRUSTEES' REMUNERATION AND BENEFITS

None of the Trustees received remuneration or other benefits for the year ended 31 December 2021, nor for the year ended 31 December 2020.

Trustees' expenses

During the year no Trustees were reimbursed travelling expenses for attendance at Trustee meetings and this totalled £nil (2020, no Trustees were reimbursed £nil).

12. STAFF COSTS

	31.12.21	31.12.20
	£	£
Wages and salaries (including child care costs)	732,926	813,984
Redundancy costs	15,438	8,941
Social security costs	69,677	73,112
Other pension costs	171,714	98,711
	989,755	994,748

Allocated to:

	31.12.21	31.12.20
	£	£
Charitable activities	890,780	895,274
Governance	49,488	49,737
Support	49,488	49,737

Wages and salaries have been reduced by way of salary sacrifices as requested by a number of employees and alternative payment made as follows:

Childcare costs	375	743
Additional pension contribution	97,510	35,149

The average number of total employees (headcount) during the year was as follows:

	31.12.21	31.12.20
Charitable Activities	26	31
Governance	2	2
Support	2	2
	30	35

The full time equivalent number of employees was 23 (2020 - 28).

12. STAFF COSTS continued

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

	31.12.21	31.12.20
£70,000 - £79,999	1	1
£80,000 - £89,999	1	1
	2	2

Key management personnel of the charity comprise the Trustees and Senior Leadership Team. Total key
management personnel remuneration was £330,156 (2020 £328,491).

The higher paid members of staff also received pension contributions of £95,106 of which £77,791 is from salary sacrifice.

During the year there were termination payments of £43,823 (2020: £nil). There was £43,823 (2020: £nil) outstanding at the year end.

13. AUDITOR'S REMUNERATION

The audit fees (excluding VAT) charged during the year were £10,000 (2020 - £10,000).

Fees charged (excluding VAT) for other services during the year were £250 (2020 - £250).

14. TANGIBLE FIXED ASSETS

	Leasehold Land and Buildings	Course Equipment	Office Equipment	Computer Equipment	Totals
COST	£	£	£	£	£
At 1 January 2021	400,000	124,225	38,091	74,618	636,934
Additions	-	273	-	25,083	25,356
Disposals	-	-	-	-	-
At 31 December 2021	400,000	124,498	38,091	99,701	662,290
DEPRECIATION					
At 1 January 2021	-	120,997	35,869	69,611	226,477
Charge for year	-	1,450	1,065	5,635	8,150
Estimated on disposal	-	-	-	-	-
At 31 December 2021	-	122,447	36,934	75,246	234,627
NET BOOK VALUE					
At 31 December 2021	400,000	2,051	1,157	24,455	427,663
At 31 December 2020	400,000	3,228	2,222	5,007	410,457

The Original cost of the Leasehold land and buildings was £572,112. The Leasehold Property was valued at £400,000 on an open market basis in August 2012 by Robert Pinkus & Co, Chartered Surveyors, and at that stage the property was revalued downward to £400,000, and the impairment went to the SOFA. On transition to FRS102 this value was adopted by the Trustees as the "deemed cost".

15. STOCKS

	31.12.21	31.12.20
	£	£
Stock of course materials	7,075	7,433

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Trade debtors	53,235	26,283
Prepayments and accrued income	137,019	104,461
	190,254	130,744

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Trade creditors	64,243	37,723
Accruals and deferred income	544,404	406,338
Taxation and social security	18,375	19,470
Other creditors	13,821	8,122
	640,843	471,653

18. DEFERRED INCOME

Deferred income comprises course fees invoiced in advance and special project fees received in advance

	£
Balance as at 1 January 2021	307,013
Amount released to Income from Charitable activities	(285,637)
Amount deferred in year	381,968
Balance as at 31 December 2021	403,344

19. COMMITMENTS

Operating lease commitments

At 31st December 2021 the charity had total future minimum lease payments under non-cancellable operating leases as set out below:

	31.12.21	31.12.20
	£	£
Not later than one year	3,954	3,385

20. MOVEMENT IN FUNDS

	At 1.1.2021	Net movement in funds	At 31.12.2021
	£	£	£
Unrestricted funds			
General fund	949,853	(22,277)	927,576
TOTAL FUNDS	949,853	(22,277)	927,576

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	1,537,267	1,559,544	(22,277)
TOTAL FUNDS	1,537,267	1,559,544	(22,277)

21. PENSION COMMITMENTS

The group Personal Pension Plan is a defined contribution scheme and is open to all employees. Employee contributions are not compulsory. The employer contribution is either 7% or 7.5%. Some employees have accepted a salary sacrifice in exchange for additional pension contribution.

The pension cost to the charity for the year was £171,714 including Term Assurance of £3,948 (2020 £98,711 including Term Assurance of £3,572).

At the year-end there were outstanding contributions payable to the scheme of £13,821 (2020 £8,022).

22. RELATED PARTY DISCLOSURES

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

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

	31.12.21	31.12.20
	£	£
Net (expenditure) for the reporting period (as per the statement of financial activities)	(22,277)	(151,193)
Adjustments for:		
Depreciation charges	8,149	5,122
Interest received	(1,271)	(2,969)
Loss on sale of fixed assets	-	242
Decrease in stocks	361	3,831
(Increase)/decrease in debtors	(59,510)	213,952
Increase in creditors	169,189	9,333
Net cash provided by operating activities	94,641	78,319

24. ANALYSIS OF CHANGES IN NET DEBT

	At start of year	Cashflows	At year end
	£	£	£
Cash	612,363	240,396	852,758
Cash equivalents	260,509	(169,840)	90,669
TOTAL	872,872	70,555	943,427

ADVANCED LIFE SUPPORT GROUP

England & Wales - Charity number 1095478

Accounts

2020

Advanced Life Support Group

A charity dedicated to saving life by providing training



ADVANCED LIFE SUPPORT GROUP

ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31st December 2020

Registered Company Number: 4580873 (England and Wales)
Registered Charity Number: 1095478

2020

Content

03
A word from the Chairman and CEO

04
Purpose, vision and values

05
What we do

06
Highlights of 2020

07
Highlights of a remotely enhanced course

08
Case study

09
Conferences and partnerships

10
Quality and improvement in 2020

12
Social and environmental impact 2020

13
Looking forward

15
Financial summary

16
Reference and administration details

18
Report of the trustees

20
Independent auditor's report

24
Statement of financial activities

25
Balance sheet

26
Cash flow statement

27
Notes to the financial statements

A word from the Chairman & CEO



Welcome to our 2020 annual report and accounts

Welcome – a different year from the one we had envisaged but still progress has been made.

Our vision is to improve patient outcomes and save lives by offering training on structured, standardised courses, which include the latest advances in clinical practices, new procedures and techniques.

At Advanced Life Support Group (ALSG) during 2020, we have made significant changes to our training and the delivery methods of our courses.

This in part has been due to COVID-19, which accelerated our plans to evolve our training programmes to ensure training could be delivered safely, and sustainably going forward. So whilst the pandemic has affected each one of us, we have adapted to the challenging circumstances we found ourselves in and made significant progress in how we can offer our courses. As such, we have made substantial in-roads in our development as an organisation during 2020.

We have launched three Remotely Enhanced courses which has involved a considerable amount of work to develop online learning materials whilst reducing the face-to-face course time. Like the traditional APLS delivery method, the RCPCH has endorsed the Remotely Enhanced APLS course, thereby confirming that learning is still very much at the heart of the course.

It could not have been achieved without the continued and endless commitment from our Trustees, staff and our volunteers from across the globe who have all helped to evolve our course delivery so that it is safe to deliver this essential training.

In 2020, ALSG made many of its online course modules and e-books available free to support and update colleagues returning to work during the pandemic. This was ALSG's contribution to managing COVID-19 by offering uninhibited access. A total of 2,350 people made use of ALSG's e-books and 2,273 accessed ALSG's course e-modules.

Despite the pandemic, ALSG continued its life saving training and during 2020 ALSG has trained 7,342 candidates, worked with 1,068 instructors and 282 instructor candidates and given the circumstances we operated in during 2020, we are both extremely proud of what has been achieved.

We would like to pay tribute to Jenny Antrobus who retired in June 2020 after 28 years with ALSG and was a member of the Senior Leadership Team. Throughout the years, Jenny has made enormous contributions to the growth and development of the Charity and we all wish her many happy years ahead.

We are enormously proud of what we have achieved as an organisation in 2020, by continuing to deliver the highest standard of training in a safe environment whilst maintaining education at the heart of the learning, which in turn, improves patient outcomes and saves lives.

Sue Wieteska
CEO

Kevin Mackway-Jones
Chair of Trustees

Objectives:
Purposes of the charity



The purpose of the charity as set out in the governing document is to "preserve life by providing training and education to the general public and in particular but not exclusively, to doctors, nurses and other members of the medical profession, in life saving techniques, in particular regarding advanced trauma, cardiac and paediatric life support treatment."



Vision

ALSG is clear that its vision is to save lives and improve patient outcomes.

Values

SUPPORT
We are loyal. We look after our candidates, staff, volunteers and partners. We listen, respond, provide and support.

EDUCATE
We educate clinicians to give them the confidence, knowledge and practical skills to save lives.

COLLABORATE
We are collaborative. We enjoy mutual respect with our partners through shared values and trust.

INNOVATE
We continually pioneer new approaches to improve medical education.

EXCEL
We excel at providing standardised, quality assured training needed to save lives.

As an organisation with saving lives and improving patient outcomes at its core and with medicine and clinical practices constantly evolving, ALSG is progressive in its training programmes in both the advancement of its content, as well as the mechanism for delivering the courses.



What we do

Each course is governed and managed by a Working Group which meet regularly and is made up of highly skilled professionals specialising in specific sectors. The role of the working group is to review and update training packages to ensure they are in line with current guidelines and best practice, whilst keeping learning at the heart. Underpinning each course is a standardised structured approach to a variety of life threatening situations.

By operating a structured approach to each individual course, no matter where in the world, this ensures consistency and quality assurance. Course development is a fundamental element of what we do, as ALSG is committed to delivering the highest quality of training and believes each course must be fit for purpose and deliver against learning outcomes.

ALSG has been examining its delivery method for some time, recognising there is huge potential in the digital era, as well as acknowledging clinicians have enormous time pressures. COVID-19 has expedited the implementation and accelerated the launch of the online/remote delivery of courses.

During 2020 ALSG has adapted courses so that the same high standard of training can be delivered remotely, and reducing face-to-face training down to one day to ensure everyone is safe and socially distanced. In addition our CPRR has been moved completely online and is delivered remotely in one day. Existing online teaching platforms were used, Zoom and Microsoft Teams, creating video content of course materials and adapting teaching methods to ensure education remains at the heart of ALSG's training.

"The charity has adapted what we do to support our frontline colleagues by providing free resources and continuing to offer essential training in innovative ways."

Sue Wieteska, ALSG CEO



Highlights of 2020

- A large number of courses sadly had to be cancelled due to the pandemic but we made every effort to accommodate our candidates by being as flexible as possible with frontline workers who were much needed in their workplaces. In 2020 ALSG trained 7,342 candidates which brings us to 248,342 in total.

- Even in the circumstances, our volunteers continued to support the delivery of this essential training with 1,068 instructors teaching on our courses as well as 282 instructor candidates working towards becoming fully trained instructors. We want to thank our volunteers for the enormous commitment they continue to show us.

- Across the globe, 114 centres including ALSG Manchester ran ALSG courses during 2020, demonstrating the commitment and dedication to education being at the heart of our work.

- Three courses were adapted and now have a remotely enhanced provision, namely APLS, GIC and APEx, with further courses underway so as to offer our candidates a flexible option to suit their needs.

- During 2020, the RCPCH endorsed the APLS Remotely Enhanced course as well as maintaining our endorsement for the original APLS course over two days of face-to-face training. This recognised that learning is fundamentally at the heart of ALSG activity.

- In 2020, ALSG made many of its online modules and e-books available for free in order to assist key frontline workers from every field returning to work during the pandemic. This was to contribute to the effort of managing COVID-19 by offering uninhibited access. A total of 2,350 people made use of ALSG's e-books (worth £81,843).

- ALSG made a research award in 2019, the Martin Samuels Paediatric Research Award which was awarded to Dr Joe Langton who is based in Malawi and her work continued throughout 2020. Dr Langton is undertaking a programme of education in mothers of babies in a life threatening condition and the necessity for medical intervention, as well as training others to promulgate the teachings further.

- The Generic Instructor Course (GIC) Mike Davis Bursary was awarded to Sarah Harley who has successfully undertaken her training to become an ALSG instructor. Sarah has completed her additional instructor training and is now a member of the APLS family.

- The World Health Organisation announced 2020 was the Year of the Nurse & Midwife in recognition of the 250th birthday of Florence Nightingale and in honour, ALSG offered five free course places. However, due the pandemic, this was put on hold but ALSG will be announcing the winners during 2021.



Highlights of a remotely enhanced course

- We have adapted teaching methods to offer an alternative training model which is utilising existing digital technology and delivering training packages online which reduces the time spent face-to-face as well as limiting the need to travel.
- This new model draws on many specialists from an extensive range of specialties and each Remotely Enhanced course is tailored and adapted to ensure the highest standard of training is delivered.
- ALSG has added to its teaching materials, employing videos of a range of skills demonstrations using the first two stages of the four-stage approach to learning and podcasts which form part of the remotely enhanced run courses.
- In addition, new case-based discussions have been introduced to prepare the candidates for how their learning and practice works in the workplace. Breakout rooms are used for small group discussions led by the candidates to improve candidates' learning.
- Low stakes quizzing is used to test the candidate's learning throughout the remote delivery, creating an engaging and dynamic interaction between candidates and faculty.
- The Remotely Enhanced courses use 'continuous assessment' as the measure which gives candidates regular real-time feedback as well as the opportunity to learn, review and implement a positive outcome.

Stephanie Smith, Emergency Paediatric Consultant in Nottingham Children's Hospital and Chair of the APLS working group explains the benefits further, saying:

"As a working group we have worked hard during 2020 to deliver sustainable online education as we recognise it is imperative to evolve and move with the times.

By offering Remotely Enhanced training packages, we provide greater flexibility, reduce the need to travel and provide a mechanism for undertaking courses whilst at home or even from individual work places. This is alongside keeping education and learning at the centre of the course.

Whilst I have led the group for the APLS course, so many others from around the world have contributed and advised on the content and I am extremely grateful for their expertise. As ALSG continues its journey, it clearly recognises the need to advance and progress its training and this change to offer Remotely Enhanced courses is a major step in moving forward."

Case study

Sarah Harley, winner of the Mike Davis Bursary Award – Generic Instructor Course (GIC)

"I really enjoyed doing the GIC course and would recommend it to anyone thinking about developing their teaching skills. I was initially very nervous because I had never done any formal teaching before but the faculty were very reassuring.

I quickly settled into the pattern of teaching and found that I was able to remember what I had learnt. It was great to be able to practice teaching in a safe and secure environment.

It was a good opportunity to get to know health professionals from other areas and specialities and we were able to share our experiences of teaching and practices along the way.

I have found scenario based learning to be the most helpful teaching method to develop my own confidence for facing emergency situations and as a result wanted to be involved in facilitating and encouraging others in this and that's why I undertook the GIC course.

In day to day clinical practice there is often limited time available for education so I considered the GIC as a way of me making education a priority by setting aside time specifically focused to do this. I have already been able to apply some of the teaching methods I learnt and I'm confident to undertake other opportunities to teach in the future."



Sarah Harley
Nurse at Nottingham

The GIC is a half-day remotely enhanced experience and one day face-to-face. In the remote session the educator leads the adult learning plenary, incorporating breakout rooms for unfacilitated discussions amongst the candidates whilst modelling and creating effective use of the online space for teaching and learning.

During the remotely enhanced element of the course, the candidates then practise their presentation in small groups with an instructor supporting and assessing them. We focus not only on general presentation skills, but on the specific, and sometimes more subtle skills needed for remote teaching.

This is then followed by a face-to-face session for a day and candidates stay within the same space with two instructors. Due to being together for only one day, we have reduced the number of practices but increased the length of each practice.

Each candidate is expected to practise one element a second time and demonstrate knowledge and respond to the feedback. We have introduced an educator plenary where candidates are asked to reflect on and verbalise their learning.

Conferences and Partnerships



As an organisation, ALSG believes it is important to hold conferences in order to not only allow for networking opportunities but to update delegates on information, procedures and the latest developments arising within the clinical and care pathways. The ALSG conference is our way of thanking our instructors by supporting them to improve their teaching and provide relevant CPD. However, due to the pandemic we made the decision not to hold or attend conferences in 2020.

We are resuming our conferences and we kick off with an online Triage conference later on in 2021. We are hoping further conferences and events will take place either in a physical format or online in 2022.

ALSG firmly believes in collaborating with partners who share the same vision and we continue to work closely with the RCPCH, which it has done for a number of years. Collaborations with the Royal Colleges and the special interest groups are an important part of the course development process, to ensure our training meets the curriculum needs of their members as well as ensuring best practice and current guidelines are implemented.

ALSG continues to work with the Resuscitation Council UK (RCUK) in the delivery of our Generic Instructor Course (GIC) across the UK, not only in the Remotely Enhanced development, but in also moving the administration online with the e-progress logs.

Our strategic partnership with Maternal & Childhealth Advocacy International (MCAI) continued with funding being provided for their important support to Developing Nations during the pandemic and in the Strengthening Emergency Care programme more generally.

The Division of Medical Education, School of Medical Sciences, Faculty of Biology, Medicine and Health at Manchester University continued to provide support to ensure that our courses have impact on outcomes, although due to the pandemic no active development of this work was possible during 2020.



Quality and improvement in 2020



Development of the organisation

Now in its 30th year, ALSG continues to evolve and grow as an organisation. It has become increasingly difficult for our volunteers and candidates to access their study leave, added to a pandemic, 2020 presented a whole other challenge. As such, ALSG has been working to minimise the necessary requirement to physically attend a training course and has created three Remotely Enhanced courses during 2020.

The courses and their delivery have been exceptionally well received by candidates and instructors whilst losing nothing of the quality or content of the training packages and keeping education very much at the heart of the learning. ALSG is devising further Remotely Enhanced courses, building on our experience from this year's developments and successful roll-outs.

ALSG has also moved to a paperless courses system which means paper is not being moved between instructors or candidates and therefore helping to reduce transmission of the COVID-19 virus, along with reducing the environmental impact of producing paper-based progress logs and in-course assessment tracking. The paperless system is available to all centres running ALSG courses.

Feedback from instructors and candidates is reviewed on a regular basis, to ensure the training packages are relevant and current, as well as being fit for purpose. Candidates have told us how much better prepared they feel when coming to the face-to-face day, which embeds their learning more deeply.

Faculty feedback from an APLS instructor:

"ALSG have continued to put the needs of the patients and candidates first resulting in a course [APLS] that continues to deliver first rate education. I felt that the COVID measures in place were innovative and comprehensive which meant they had minimal impact on our ability to focus on teaching."

Development of research

Our commitment to research has been curtailed due to the pandemic however, in 2019 ALSG awarded the Martin Samuels' Bursary to Dr Joe Langton who is based in Malawi. Her submission was chosen as it is trying to understand misperceptions about resuscitation in babies by young mothers and explains how it can save lives, as well as recruiting and educating other clinicians to ensure it advances knowledge and mitigates any concerns among young mums. Dr Langton's work has continued during 2020.

Development of people

2020 has been a steep learning curve for our people as we have had to quickly adapt to new technologies and teaching methods. In order to craft and adapt our courses to be delivered Remotely Enhanced, our people have undertaken detailed training to incorporate the new delivery methods and support our volunteers in their learning.

Our volunteers have also been through a learning curve as the new remotely enhanced courses are delivered in a totally new way and as such, teaching is delivered differently. To support this, the GIC has been enhanced with modules on how to teach online through presentations and managing small group discussions. A group of 'super moderators' have been put together to support other course coordinators in running this new method for the first time creating an environment of support.

Our succession planning continues as we see senior members of the team retire. In 2020 we said a fond and grateful farewell to Jenny Antrobus, who was with ALSG for 28 years. Despite COVID we joined together virtually to celebrate Jenny's tireless commitment to the organisation and wish her well in her retirement.

As we prepare for our CEO to retire in 2021, succession planning has been underway and following a rigorous process, Sinead Kay has been appointed the interim CEO from January 2022.

Development of technology

A new system has been introduced called Zendesk. This online communications platform allows us to improve our service to candidates, centres and instructors by responding more quickly to queries. By proactively monitoring these, it can inform adaptations to our systems and enable us to update FAQs. These constantly reviewed and improved FAQs can provide 24/7 support to our users, so that they can get help on a just-in-time basis.



Like most organisations in 2020, ALSG has had to invest significant time, resources and funding in developing our technology infrastructure. This has not only seen Zoom and Teams playing a major part of our everyday function and the platforms for our remote course delivery, but in order to support this, we have moved to Cloud based systems rather than static servers giving ALSG greater capacity as it grows.

ALSG has successfully migrated onto SharePoint and as employees, we communicate mostly via MS Teams using Office 365, as well as engaging with the wider ALSG community on this platform. We host many online meetings for our volunteers on the Zoom platform, which allows us to communicate more easily with large numbers of people.

Social and environmental impact 2020

ALSG has a social and environmental responsibility policy which is regularly reviewed to ensure as an organisation, we are undertaking and fulfilling all our commitments.

Forming part of this plan was to utilise digital and technology platforms more effectively, not just to minimise the face-to-face requirements of a course, but to reduce the environmental impact. As ALSG transforms and redevelops more courses to Remotely Enhanced training packages, it continues to reduce its carbon footprint.

With Remotely Enhanced courses, this too has radically reduced the use of paper and we continue to work towards an entirely paperless environment.

In previous years the Charity has delivered free life-saving training within our community which involved working with schools, colleges and other organisations to teach CPR however, due to the pandemic, this has had to cease during 2020 and currently there are no plans to reinstate this programme while restrictions are in place.

At ALSG we remain committed to delivering our social and environmental policy as well as scrutinising our operational functions and look to reduce our carbon footprint.



Looking forward

01 **PROTECT OUR VALUES AND ETHOS**

02 **SUSTAIN THE ORGANISATION**

03 **ENSURE A SAFE AND EFFECTIVE HANDOVER TO THE NEXT GENERATION**

Future plans

Whilst 2020 has been a very different year than we envisaged, ALSG has made significant changes in its delivery and operational training packages whilst still working towards the conclusion of our five year strategic plan, running from 2017 – 2021, and fulfilling our vision, values and our objectives.

During the year and due to COVID-19, the Trustees and Senior Leadership Team decided to extend the five year strategic plan to the end of 2022 as it was felt there is enough longevity in the plan with adaptations to accommodate the COVID-19 world. It was also felt prudent to understand the post-COVID recovery plan before a new five-year strategic plan is formulated.

Therefore, our aims remain to consolidate and embed lean and effective systems and processes, to ensure efficiencies at every level. Our succession planning continues as we recognise the forthcoming retirement of our CEO and other members of the organisation.

Looking ahead, we will continue to develop by responding to the data we receive throughout the year, as well as continuing to review our grass-roots talent, taking opportunities to develop our people, identifying transferable skills in individuals and utilising these in other areas of the organisation.

Our Major Incident courses are next in line for development as we look to review how these are delivered and explore the Remotely Enhanced format. The Trustees and senior leaders acknowledge that being able to respond to changing work environments is a crucial element in our approach and therefore as ALSG continue to advance other courses to be Remotely Enhanced, our existing formats will continue to be supported and developed giving our candidates, centres and instructors a choice of format allowing them to choose the best type of training format to fulfil their individual needs.

Kevin Mackway-Jones, Chair of Trustees explains ALSG's future plans further, saying:

"In our discussion as Trustees with the senior leadership team, we were mindful of the five year plan coming to its conclusion in 2021 but with the pandemic, there were elements which we couldn't fulfil or complete. Therefore it was decided to extend our strategy into the following year, as reviewing not only our aims, vision and objectives but also our specific goals, these were still applicable and relevant."



“ The Charity has always recognised the need to progress, not simply in ensuring courses are up-to-date and current but in its method of delivery as more and more of everyone’s lives move online. That has meant that ALSG has had to adapt, something which has been planned for some time but with the advent of COVID-19, accelerated the roll-out of several courses having a large portion (or the entirety) of its teaching, available online.

Looking forward, naturally we are designing other courses so as to offer true flexibility and keep abreast of online demand as we recognise the time constraints on clinicians. ”

Conferences

ALSG is pleased to announce our first virtual online Manchester Triage Conference on 9th December 2021. We will have speakers on a range of subjects, not least how COVID-19 has impacted or changed how teaching is delivered, as well as supporting our volunteers in this new world of education. As a virtual experience, this will allow for greater participation from around the world.

COVID-19 impact

Clearly a world-wide pandemic has enormous implications for ALSG and as a charity, it has been a challenging and at times, a tough year in 2020. However, with the endless support of our Trustees and our incredible volunteers who tirelessly work with us, along with our dedicated staff, we have succeeded, we have progressed and have taken a significant step-change in the delivery of our training.

On many occasions we have had to move candidates to a different course date, as Government restrictions and policies came into effect, but ALSG has navigated successfully through 2020 and has implemented a new refund/ carry-over policy, ensuring no-one was left out of pocket or without their essential training.

COVID-19 had a significant and negative impact on our expected activity and, therefore, income for the year. However, an early decision to furlough the majority of the staff team, the support from government grants and the opportunities to continue some training with the Remotely Enhanced model, helped us to mitigate some of the impact. We are expecting a similar picture in 2021, however, as more and more of the nation is vaccinated, ALSG is hopeful to successfully move forward in 2021/2022 and post-COVID.

Many of our courses have supported the emergency response and the lessons learned during COVID will, where necessary, be integrated into our courses moving forward.

In the following pages, our financial statement is laid out in full:



Financial summary

Financial review

During the year the Charity's total income was £1,346,918 (2019 £2,002,646), and the overall performance recorded a deficit of -£151,193 (2019 surplus £116,113), resulting in a similar decrease in reserves. Support costs, expended as a percentage of income, increased slightly during the year to 9.00% (2019: 6.17%).

Principal funding sources

There are three main sources of funding that all support training course provision, training course development and feedback and quality assurance activities:

1. Course fee income from candidates attending courses in the Manchester training centre.
2. Certification and on-line course fee income from courses running elsewhere for ALSG courses.
3. Royalties donated from the sale of published materials.

Principal risks and risk management

The trustees and senior management team have conducted a review of the major risks to which the charity is exposed. The principal risks are NHS funding and the impact on training budgets and instructor availability. A risk management policy and system has been prepared, which details the steps that have been taken to mitigate the risks. In May 2020, the risks were reassessed as a result of COVID-19 and an additional risk added "Government or other agencies put restrictions or requirements (e.g. with the NHS) in place that stop us (and others) delivering face-to-face training". We identified the potential impact and planned and implemented steps to mitigate the risk. This remains a 'red' risk which means that it is under regular review by Trustees and the SLT.

Investment policy

Currently, ALSG is working towards succession planning for key roles, a potential building purchase and managing the uncertainty around COVID-19 and this is restricting funds available for investment. Therefore, ALSG only invests in cash deposits in the bank to maintain an amount in the current account sufficient to cover immediate needs. ALSG has a cash and investment policy and this governs investment processes and decision-making.

Reserves policy

The Trustees reviewed the reserves policy to take into account the impact of COVID-19 and the prudent approach of having funds available to respond as the situation changes. They consider that the ideal level of reserves as at 31st December 2020 would be £343,678. This is to cover approximately 4 months' foreseeable fixed expenditure (including purchase of fixed assets). At this level, the Trustees feel that they would be able to continue the current activities of the charity in the event of a significant fall in take up of courses. As at 31st December 2020, the 'free reserves' i.e. funds not already invested in fixed assets, amount to £539,396 which exceed the required level by £195,718. The Trustees are taking a cautious approach to the purchase of a new building in view of the extended recovery period from the impact of COVID. The excess reserves are being held for that purpose but may be required for recovery from the pandemic.

Reference and administration details

Charity name and registered numbers	Principal and registered office
Advanced Life Support Group Company No. 4580873 Charity No. 1095478	Advanced Life Support Group 29-31 Ellesmere Street, Swinton, Manchester M27 0LA

Trustees/Directors

Dr Alan Charters	Prof Kevin Mackway-Jones
Ms Kathy Doyle	Dr Barbara Phillips
Mr Peter Driscoll	Dr Martin Samuels
Dr Peter-Marc Fortune	Dr Chris Vallis
Mr Kim Hinshaw	

Senior Leadership Team

Secretary and Chief Executive Officer	Mrs Susan Wieteska
Director of Operations	Mrs Clare Duffy
Director of Education	Dr Kate Denning
Director of Development	Mrs Sinead Kay (appointed 01/01/2020)
Director of Finance	Mrs Rachel Cohen
Director of Implementation	Mrs Jennifer Antrobus (retired 31/05/2020)

Professional Advisors

External Auditor	Bankers
Beever and Struthers St George's House 215/219 Chester Road Manchester M15 4JE	Royal Bank of Scotland PLC Drummond House 1 Redheughs Avenue Edinburgh EH12 9YH

Report of the trustees

Structure, governance and management

The charity is controlled by its governing document, its memorandum and articles of association, and constitutes a company, incorporated on the 4th November 2002, limited by guarantee, as defined by the Companies Act 2006. In the event of the company being wound up members are required to contribute an amount not exceeding £10. The company was registered as a charity on 20th January 2003.

Our Trustee Committee meets four times each year. They are responsible for the strategic direction and policy of the charity. At present there are nine members, eight from clinical backgrounds and one lay member, each bringing a vast range of knowledge. The CEO supported by the Senior Leadership Team has day-to-day responsibility for the charity activities via a scheme of delegation. ALSG has 35 full and part-time employees based in the Manchester offices. Volunteers contribute significantly to the charity; in some instances as expert working group members developing and quality assuring the courses and in others as instructors teaching on courses. The network of around 6,000 volunteers internationally are at the heart of what we do and work alongside us to achieve our aim of saving lives by providing training.

Recruitment and appointment of trustee committee

Under the requirements of the Memorandum and Articles of Association the members of the Trustee Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting. A Trustee board review was discussed in 2016 and is ongoing for 2020. This review has identified a requirement to recruit a number of new Trustees, and a bespoke recruitment strategy will be developed to allow the charity to appoint the most appropriate Trustees.

Trustee induction and training

All existing trustees are already familiar with the work of the charity through continued involvement in course development, course teaching and research.

New trustees are encouraged to attend induction training to familiarise themselves with the charity and the context within which it operates. These are led by the Chief Executive of the charity and cover:

- The obligations of the Trustee Committee
- The main documents which set out the operational framework for the charity
- The current 5 year strategic plan and annual detailed business plan
- The latest published accounts

In addition, in January 2019 a course on the ‘Duties of a Trustee’ was run by the Directory of Social Change for the Senior Management Team which a number of Trustees attended.

Pay and remuneration of charity's key leadership personnel

The Trustee Committee chaired by the Chair of Trustees reviews and agrees the pay and remuneration of all staff each year including the Senior Leadership Team (SLT). The ratio of senior pay to lowest pay is 1:5 overall and 1:4 for office-based staff. The approach is:

- In year five of a strategic plan, a full benchmarking exercise is completed as part of the strategic plan preparation. This then sets the benchmark for the next five years. Also at this point scenario-planning is undertaken to review the conditions within which we pay different percentage rises each year.
- In other years, a percentage pay increase will be considered at the April Trustee meeting based on performance, general market conditions and the scenario planning (see above).
- All members of staff undertaking the same role will have the same benchmarked pay.
- New roles will be benchmarked using the report from the year five benchmarking exercise.

The benchmarking in year 5 is completed by the SLT using the XpertHR Voluntary Sector survey.

Trustees' responsibilities for the year ended 31st December 2020

The trustees (who are also the directors of Advanced Life Support Group (ALSG) for the purposes of company law) are responsible for preparing the Report of the Trustees (incorporating Directors' Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Preparation of financial statements

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

Accounting records

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

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom covering the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Related parties

There have been no related party transactions in the reporting period that require disclosure.

Auditors

The auditors, Beever and Struthers will be proposed for reappointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the Board of Trustees on 1st July 2021 and signed on behalf by:



Kevin Mackway-Jones, Chair of Trustees



Independent auditor's report to the members of Advanced Life Support Group

Opinion

We have audited the financial statements of Advanced Life Support Group (the "charitable company") for the year ended 31 December 2020 which comprise the Statement of Financial Activities (incorporating an income and expenditure account), the Balance Sheet, the Cash Flow Statement and the notes to the financial statements, including a summary of significant accounting policies in note 2. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 December 2020 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 requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's 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 annual report, other than the financial statements and our auditor's report thereon. The trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

Opinions on other matters prescribed by the companies act 2006

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

- the information given in the trustees' report which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.



Responsibilities of directors

As explained more fully in the Trustees' Responsibilities Statement for the financial statements set out on pages 18-19, 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

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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud are detailed below:

Extent to which the audit was considered capable of detecting irregularities, including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations.
- we identified the laws and regulations applicable to the charitable company through discussions with trustees and other management, and from our knowledge and experience of the charity sector.
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the Companies Act 2006, the Charities Act 2011, taxation legislation, data protection, anti-bribery, employment, environmental and health and safety legislation.
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence.

- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud.
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures on income and salaries to identify any unusual or unexpected relationships.
- tested journal entries to identify unusual transactions.
- assessed whether judgements and assumptions made in determining the accounting estimates set out in note 2 were indicative of potential bias.
- investigated the rationale behind significant or unusual transactions.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's web-site at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an 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 members as a body for our audit work, for this report, or for the opinions we have formed.

Beever and Struthers

15 July 2021

Sue Hutchinson FCCA (Senior Statutory Auditor)
For and on behalf of
BEEVER AND STRUTHERS
Statutory Auditor
St George's House, 215/219 Chester Road, Manchester M15 4JE

Dated

Saving lives and improving patient outcomes

ADVANCED LIFE SUPPORT GROUP

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31st December 2020

	Notes	31.12.20 Unrestricted Total Funds £	31.12.19 Unrestricted Total Funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3	-	10
Charitable activities	6		
Run, develop and quality assure courses		1,133,033	1,991,879
Investment	4	2,969	3,432
Other	5	210,916	7,325
Total income and endowments		1,346,918	2,002,646
EXPENDITURE ON			
Charitable activities	7		
Run, develop and quality assure courses		1,498,111	1,886,533
Total expenditure		1,498,111	1,886,533
NET (EXPENDITURE)/INCOME		(151,193)	116,113
RECONCILIATION OF FUNDS			
Total funds brought forward		1,101,046	984,933
TOTAL FUNDS CARRIED FORWARD		949,853	1,101,046

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities

The notes on pages 27 to 39 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

BALANCE SHEET
AS AT 31st December 2020

	Notes	31.12.20 Unrestricted Total Funds	31.12.19 Unrestricted Total Funds
		£	£
FIXED ASSETS			
Tangible assets	14	410,457	410,903
CURRENT ASSETS			
Stocks	15	7,433	11,264
Debtors	16	130,744	344,696
Cash at bank and in hand		872,872	796,502
		1,011,049	1,152,462
CREDITORS			
Amounts falling due within one year	17	(471,653)	(462,319)
NET CURRENT ASSETS		539,396	690,143
TOTAL ASSETS LESS CURRENT LIABILITIES		949,853	1,101,046
NET ASSETS		949,853	1,101,046
FUNDS OF THE CHARITY	20		
Unrestricted funds		949,853	1,101,046
TOTAL CHARITY FUNDS		949,853	1,101,046

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The financial statements were approved by the Board of Trustees and authorised for issue on 1st July 2021 and were signed on its behalf by:



Kevin Mackway-Jones – Chair of Trustees
Company number 04580873

The notes on pages 27 to 39 form part of these financial statements

ADVANCED LIFE SUPPORT GROUP

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31st December 2020

	Notes	31.12.20 £	31.12.19 £
Cash flow from operating activities:			
Cash generated from operations	23	78,319	133,123
Net cash provided by operating activities		78,319	133,123
Cash flows from investing activities:			
Proceeds on sale of fixed assets		-	31
Purchase of tangible fixed assets		(4,918)	(7,286)
Interest received		2,969	3,432
Net cash used in investing activities		(1,949)	(3,823)
Change in cash and cash equivalents in the reporting period		76,370	129,300
Cash and cash equivalents at the beginning of the reporting period		796,502	667,202
Cash and cash equivalents at the end of the reporting period		872,872	796,502

The notes on pages 27 to 39 form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st December 2020

1. LEGAL FORM AND OTHER INFORMATION

Advanced Life Support Group is a private charitable company limited by guarantee, which was incorporated in England. In the event of the charity being wound up, members are required to contribute an amount not exceeding £10. The registered office is:-

29-31 Ellesmere Street
Swinton
Manchester
M27 0LA

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

Preparation of the accounts on a going concern basis

The Trustees have prepared the accounts on a going concern basis, as although there are uncertainties in and around COVID-19 and the impact on the Charity, they believe that they are mitigating the risks as far as possible and have adequate reserves and funds to deal with fluctuations in income due to further regional and national lockdowns.

Key estimates and judgements

Income

All income is recognised once the charity has entitlement to the funds, any performance conditions attached to the items(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably. The following specific policies apply to categories of income:-

Income from grants, whether "capital" or "revenue" grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Training Course Fees are included on a receivable basis. Course fees from some courses are invoiced in advance and, therefore, deferred and included in income in the relevant financial year when the course is held.

Royalties are included in income when notification of entitlement is received from the publisher. The Royalties received are shown net of amounts payable to overseas partners, which are due as a contribution for translating the publications.

Venue Hire is included in other income when an invoice is raised following the use of the venue.
Investment income relates to interest received from bank deposits and is included in income when receivable.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis, inclusive of VAT which cannot be recovered, and has been classified under headings that aggregate all cost related to the category.

Charitable activities
This includes costs of the charity incurred in the delivery of its activities and services.

Governance costs
The costs include external audit, legal advice for trustees and costs associated with constitutional and statutory requirements including the cost of trustee meetings and preparing statutory accounts. They also include the costs associated with the strategic management of the charity including employee attendance at meetings and administrative support to the trustees.

Allocation and apportionment of costs
Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include finance, IT, HR, Health & Safety and Building, Marketing and governance costs which support the Charity's activities. Where costs cannot be directly attributed to particular headings they have been allocated to support costs on a basis consistent with the use of resources (i.e. staff time spent, floor space etc).

Tangible fixed assets
Assets costing £100 or more, and with an expected useful life of more than one year, are capitalised at cost.

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

- Long leasehold property - over 50 years straight line
- Course equipment - over 3 years straight line
- Office equipment - over 5 years straight line
- Computer Equipment - over 3 years straight line

The Trustees have reviewed the residual value of the leasehold property as at 31 December 2020 and have the view that it is at least the "deemed cost" of £400,000, and therefore the depreciable amount is zero. In accordance with the Companies Act 2006 all tangible assets are to be depreciated. The Trustees do regular impairment reviews.

Stocks
Stocks are valued at the lower of cost or net realisable value, after making due allowance for obsolete items. Cost is determined using the First In, First Out (FIFO) methodology.

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

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

Hire purchase and leasing commitments
Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs
The charity contributes to a group Personal Pension Plan, which is a defined contribution scheme, operated by Foster De Novo for all eligible employees. Contributions to the scheme are charged to the Statement of Financial Activities as and when they become payable.

Donated services
The Trustees have reviewed the guidance in Charities SORP (FRS 102) (effective 1 January 2019) in relation to volunteers. The guidance states that donated services must be recognised as income when the following criteria are met: there is entitlement to the donation, it is probable that the economic benefits from the donation will flow to the charity, and the measurement of the donation can be measured reliably.
The trustees have agreed that although the first two criteria are met, the fair value or value to the charity could not be measured reliably: that the cost to the charity of producing a value would be prohibitive and that the users of the accounts would not benefit by a better understanding if the valuation was included.

Debtors
Debtors are recognised at the settlement amount due.

Prepayments
Prepayments are valued at the amount prepaid.

Cash
Cash comprises bank deposits. For some accounts a notice period is required for funds withdrawn.

Creditors
Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

Financial instruments
The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

3. DONATIONS AND LEGACIES

	31.12.20	31.12.19
	£	£
Donations	-	10

ALSG is indebted to the dedicated volunteers who engage as expert working group members and guide the development and quality assurance of the courses. The charity also acknowledges the significant amount of time, which is donated by thousands of volunteer instructors throughout the UK and overseas when teaching on courses. It is impossible to reflect the financial value of this in the accounts, but it is important to acknowledge that they are at the core of what we do and we could not exist without them.

4. INVESTMENTS

	31.12.20	31.12.19
	£	£
Deposit account interest	2,969	3,432

5. OTHER

	31.12.20	31.12.19
	£	£
Venue hire	200	7,325
Government grants received	210,716	-
	210,916	7,325

6. INCOME FROM CHARITABLE ACTIVITIES

		31.12.20	31.12.19
	Activity	£	£
Course fees and course materials	Run, develop & quality assure courses	979,934	1,777,308
Royalties	Run, develop & quality assure courses	153,099	214,571
		1,133,033	1,991,879

7. CHARITABLE ACTIVITIES COSTS

	Direct costs (see note 8)	Support costs (see note 9)	Totals
	£	£	£
Run, develop & quality assure courses	1,376,833	121,278	1,498,111

8. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.12.20	31.12.19
	£	£
Staff costs	895,274	980,719
Other operating leases	5,974	11,484
Rates and water	6,847	6,688
Insurance	8,477	7,979
Light and heat	8,579	10,320
Telephone	2,090	2,543
Postage and stationery	8,198	18,488
Bad debts	12,186	7,081
Course related costs including materials	288,684	537,149
CAI CD costs	43,832	89,049
Marketing and professional fees	32,296	23,911
Grant expenditure	5,000	-
Professional IT costs and support	31,458	27,815
Repairs and renewals	13,496	11,125
Staff training, travel and expenses	2,182	12,410
Depreciation	4,918	5,147
Profit on sale of fixed assets	-	(31)
Interest payable and similar charges	7,342	11,048
	1,376,833	1,762,925

9. SUPPORT COSTS

	31.12.20	31.12.19
	£	£
Finance	10,898	9,881
Information technology	10,898	12,678
HR, Health & Safety & Building	10,898	9,881
Marketing	21,796	21,166
Governance costs	66,788	70,002
	121,278	123,608

Where costs cannot be directly attributed to each support cost they have been apportioned, based on staff time spent and floor space used, as appropriate.

10. NET (EXPENDITURE)/INCOME

	31.12.20	31.12.19
	£	£
Depreciation - owned assets	5,122	5,337
Other operating leases	5,127	4,517

11. TRUSTEES' REMUNERATION AND BENEFITS

None of the Trustees received remuneration or other benefits for the year ended 31 December 2020, nor for the year ended 31 December 2019.

Trustees' expenses

During the year no Trustees were reimbursed travelling expenses for attendance at Trustee meetings and this totalled £nil (2019, four Trustees were reimbursed £512).

12. STAFF COSTS

	31.12.20	31.12.19
	£	£
Wages and salaries (including child care costs)	813,984	892,920
Redundancy costs	8,941	-
Social security costs	73,112	79,137
Other pension costs	98,711	111,850
	994,748	1,083,907

Allocated to:

	31.12.20	31.12.19
	£	£
Charitable activities	895,274	980,666
Governance	49,737	53,770
Support	49,737	49,471

Wages and salaries have been reduced by way of salary sacrifices as requested by a number of employees and alternative payment made as follows:

Childcare costs	743	6,005
Additional pension contribution	35,149	43,340

The average number of total employees (headcount) during the year was as follows:

	31.12.20	31.12.19
Charitable Activities	31	31
Governance	2	2
Support	2	1
	35	34

The full time equivalent number of employees was 28 (2019 - 27).

12. STAFF COSTS continued

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

	31.12.20	31.12.19
£70,000 - £79,999	1	1
£80,000 - £89,999	1	1
	2	2

Key management personnel of the charity comprise the Trustees and Senior Leadership Team. Total key management personnel remuneration was £328,491 (2019 £263,310).

The higher paid member of staff also received pension contributions of £26,294 of which £13,420 is from salary sacrifice.

13. AUDITOR'S REMUNERATION

The audit fees (excluding VAT) charged during the year were £10,000 (2019 - £9,250).

Fees charged (excluding VAT) for other services during the year were £250 (2019 - £250).

14. TANGIBLE FIXED ASSETS

	Leasehold Land and Buildings	Course Equipment	Office Equipment	Computer Equipment	Totals
COST	£	£	£	£	£
At 1 January 2020	400,000	124,225	38,172	69,874	632,271
Additions	-	-	174	4,744	4,918
Disposals	-	-	(255)	-	(255)
At 31 December 2020	400,000	124,225	38,091	74,618	636,934
DEPRECIATION					
At 1 January 2020	-	118,479	34,721	68,168	221,368
Charge for year	-	2,518	1,161	1,443	5,122
Estimated on disposal	-	-	(13)	-	(13)
At 31 December 2020	-	120,997	35,869	69,611	226,477
NET BOOK VALUE					
At 31 December 2020	400,000	3,228	2,222	5,007	410,457
At 31 December 2019	400,000	5,746	3,451	1,706	410,903

The Original cost of the Leasehold land and buildings was £572,112. The Leasehold Property was valued at £400,000 on an open market basis in August 2012 by Robert Pinkus & Co, Chartered Surveyors, and at that stage the property was revalued downward to £400,000, and the impairment went to the SOFA. On transition to FRS102 this value was adopted by the Trustees as the "deemed cost".

15. STOCKS

	31.12.20	31.12.19
	£	£
Stock of course materials	7,433	11,264

Saving lives and improving patient outcomes

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Trade debtors	26,283	47,758
Prepayments and accrued income	104,461	296,938
	130,744	344,696

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Trade creditors	37,723	51,379
Accruals and deferred income	406,338	380,807
Taxation and social security	19,470	20,877
Other creditors	8,122	9,256
	471,653	462,319

18. DEFERRED INCOME

Deferred income comprises course fees invoiced in advance and special project fees received in advance

	£
Balance as at 1 January 2020	269,841
Amount released to Income from Charitable activities	(250,358)
Amount deferred in year	287,530
Balance as at 31 December 2020	307,013

19. COMMITMENTS

Operating lease commitments

At 31st December 2020 the charity had total future minimum lease payments under non-cancellable operating leases as set out below:

	31.12.20	31.12.19
	£	£
Not later than one year	3,385	3,206

20. MOVEMENT IN FUNDS

	At 1.1.2020	Net movement in funds	At 31.12.2020
	£	£	£
Unrestricted funds			
General fund	1,101,046	(151,193)	949,853
TOTAL FUNDS	1,101,046	(151,193)	949,853

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	1,346,918	1,498,111	(151,193)
TOTAL FUNDS	1,346,918	1,498,111	(151,193)

21. PENSION COMMITMENTS

The group Personal Pension Plan is a defined contribution scheme, and is open to all employees. Employee contributions are not compulsory. The employer contribution is either 7% or 7.5%. Some employees have accepted a salary sacrifice in exchange for additional pension contribution.

The pension cost to the charity for the year was £98,711 including Term Assurance of £3,572 (2019 £111,850 including Term Assurance of £4,689).

At the year-end there were outstanding contributions payable to the scheme of £8,022 (2019 £9,599).

22. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.

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

	31.12.20	31.12.19
	£	£
Net (expenditure)/income for the reporting period (as per the statement of financial activities)	(151,193)	116,113
Adjustments for:		
Depreciation charges	5,122	5,337
Interest received	(2,969)	(3,432)
Loss/(profit) on sale of fixed assets	242	(31)
Decrease/(increase) in stocks	3,831	(6,337)
Decrease/(increase) in debtors	213,952	(112,652)
Increase in creditors	9,334	134,125
Net cash provided by operating activities	78,319	133,123

24. ANALYSIS OF CHANGES IN NET DEBT

	At start of year	Cashflows	At year end
	£	£	
Cash	537,420	74,943	612,363
Cash equivalents	259,082	1,427	260,509
TOTAL	796,502	76,370	872,872