

THE WORKFORCE DEVELOPMENT TRUST LIMITED

England & Wales · Charity number 1143246

Details

Other names	SKILLS FOR HEALTH LIMITED
Status	Registered
Legal form	Charitable company
Company number	07333911
Registered	2011-08-04
Register	View on the Charity Commission register

Contact

Address	The Workforce Development Trust Ltd Vertigo Cheese Lane Bristol BS2 0JJ
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Website	www.wdtrust.org.uk

Activities

Objects: To support the development and effective use of workforce skills to provide services for public benefit by, but not limited to: • Promoting and advancing workforce education, training and skills through the development of frameworks, capabilities, competences, knowledge and qualifications• Improving the design and implementation of workforce development practices and policies through research, analysis and the provision of insights and expertise • Providing integrated learning, accreditation and digital solutions that increase the effectiveness of workforce skills development, deployment and management• Undertaking and assisting in the identification, design and recognition of continuing professional development for individuals and teams

Activities: Promoting and advancing workforce education, training and skills; Improving the design and implementation of workforce development practices and policies; Providing integrated learning, accreditation and digital solutions; Undertaking and assisting in the identification, design and recognition of continuing professional development for individuals and teams

Classification

- **How:** Provides Services, Sponsors Or Undertakes Research
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Economic/community Development/employment
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£8,613,110	£10,646,280	£9,691,851	96
2024-09-30	£12,095,700	£10,271,445	£11,510,282	120
2023-09-30	£10,362,406	£10,321,380	£9,686,027	110
2022-09-30	£11,349,812	£10,645,019	£9,645,001	110
2021-09-30	£9,362,357	£9,135,137	£8,940,208	118
2020-09-30	£8,059,356	£10,040,381	£8,712,988	127

Trustees

Name	Role	Appointed
Natalie Campbell	Chair	2026-04-01
Daniel Langton		2019-05-30
Dr Rowena Hill		2020-04-08
Erika Bannerman		2020-04-08
JOHN ROGERS		
Jonathan Restell		2021-06-03
Keith Fraser		2020-04-08
Lisa Winward		2022-03-01
Mr Arvind Krishen MALHOTRA		2022-09-01
Niamh Li-Ban McKenna		2020-04-08

THE WORKFORCE DEVELOPMENT TRUST LIMITED

England & Wales - Charity number 1143246

Accounts

Registered number: 07333911
Charity number: 1143246 & SC045901

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2025



THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

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THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

Trustees	J Newman, Chair of Trustees J Rogers, Chief Executive C A Lucas, Finance Director A Malhotra, Non-Executive Director D Langton, Non-Executive Director E Bannerman, Non-Executive Director K A Fraser, Non-Executive Director N L McKenna, Non-Executive Director R Hill, Non-Executive Director L Winward, Non-Executive Director J Abboud, Non-Executive Director (resigned 30 September 2025) S L Munro, Non-Executive Director (resigned 31 January 2026) J G Restell, Non-Executive Director
Company registered number	07333911
Charity registered number	1143246 & SC045901
Registered office	Vertigo Cheese Lane Bristol BS2 0JJ
Chief executive officer	J Rogers
Independent auditors	Bishop Fleming Audit Limited Chartered Accountants Statutory Auditors 10 Temple Back Bristol BS1 6FL
Bankers	HSBC Bank PLC Cabot Circus Bristol BS1 3BA
Solicitors	TLT LLP 1 Redcliff Street Bristol BS1 6TP

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

FOREWORD
FOR THE YEAR ENDED 30 SEPTEMBER 2025

We are pleased to present our annual report together with the audited consolidated financial statements of the Workforce Development Trust Limited ("the Group") for the year ended 30 September 2025.

This year, the Group reported an income of £8,613,110, with a deficit of £1,818,431 for the year and reserves at the year end of £9,691,851. This financial health allows us to reinvest in enhancing our service offerings.

We welcomed I-Can Qualifications (ICQ) into the Group during the year. Not only will ICQ contribute to the Group's financial strength, but it will significantly grow the Group's reach and impact.

During the year, the Group has aided approximately 100,000 individuals to improve their skills and supported 1,034 organisations operating in our sectors. Highlights include:

- In the past year, we celebrated 10 years of running the NHS Trailblazers programme, transforming healthcare apprenticeships. Over that time, we developed and maintained 40 apprenticeship standards that support 25,000 apprentices to start their journey with the NHS each year and enable the NHS to invest over £220m of apprenticeship levy funding.
- Working with input from police forces across the UK, we launched a new Level 5 Diploma in Professional Policing Practice to accredit new recruits via the Police Constable Entry Programme aligned to national standards to provide formal recognition for the fourth entry route into policing.
- We partnered with Halton Borough Council to create an adult social care workforce strategy addressing a 40% rise in residents aged 65+ over the next decade. The plan supports 1,000+ care professionals with career paths, fair pay and stronger standards, building a skilled, stable workforce to improve care quality and outcomes for Halton's 128,577 residents.
- We partnered with the UK Government's Cabinet Office to consult on the civil contingencies suite of National Occupational Standards (NOS). Engaging over 30 sectors across all four nations, the revised NOS will set a benchmark for competence, shaping recruitment, training and performance management across public and private sectors, and strengthening the UK's resilience to future crises.
- We created a vacancy estimator tool for Network Rail's 6,000+ signallers - critical staff managing 30,000 daily train movements across 20,000 miles of track. By forecasting five-year recruitment needs for around 500 new signallers annually, the tool improves strategic hiring, cuts overtime reliance, and delivers cost savings. Most importantly, it strengthens operational resilience to keep the rail network safe and efficient. This work was recently recognised with a National Rail Staff Award nomination.
- We delivered the 4th annual Inspire Justice Awards - celebrating operational staff who keep our criminal justice system running - case administrators, catering managers, health and safety officers, peer support workers, prison employment leads and many more. Often overlooked, these professionals play a vital role in delivering safe, effective justice services. This unique awards programme covers the whole justice system, recognising impact, elevating voices, and highlighting the essential contribution made to public safety and rehabilitation.
- Recognising the 40% of the NHS and wider healthcare workforce who work behind the scenes, the Our Health Heroes Awards celebrate the vital contributions of everyone from porters, cleaners and receptionists to healthcare assistants and security staff. These individuals are essential to patient care and service delivery - ensuring services run safely, smoothly, and with compassion. Through this programme, we honour their impact and elevate the voices of those who often go unseen.
- We are working in partnership with the National Counter Terrorism Security Office (NaCTSO) to develop a Level 3, Ofqual-regulated qualification. With the working title of the Competent Person in the Workplace (CPiW), this qualification will be suitable for businesses looking for NaCTSO-endorsed, counter-terrorism specific protective security and preparedness training. The qualification is designed to help organisations

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
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**FOREWORD (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

design and develop suitable counter terrorism protective security and preparedness plans and mitigations.

- With cyberattacks on UK sectors up 130% this year, we launched two qualifications to build a more cyber-aware workforce. The Level 4 Certificate in Internet Research and Investigation trains learners in ethical, secure online investigations, while the Level 2 Award for Industrial Cyber Security – Threat Awareness builds foundational skills to recognise and respond to industrial threats. Together they help organisations protect essential services and recover from digital disruption.
- We have also made great progress with our Carbon Reduction Plan, installing solar panels and LED lights at our Bristol office and introducing and implementing our Sustainable Travel Policy. These have led to a 38.8t CO2 (22%) decrease in our carbon emissions.
- We were proud to be named End-Point Assessment Organisation of the Year (SME) at the prestigious Federation of Awarding Bodies (FAB) Qualification and Assessment Excellence Awards 2025. This award celebrates the commitment of our team to delivering an exceptional experience at the final stage of an apprentice's journey. Their dedication ensures that every apprentice feels supported and valued as they achieve this important milestone.

Internally we have remained committed to fostering a unified culture across the Group, enabling us to deliver high quality services and support to all the sectors in which we operate. Recognising our strong financial position, the Trustees have committed to a five-year growth strategy from 2025/26 to increase the impact of the excellent work being delivered across the Group.

Looking ahead, I stand down as Chair of the Board at the end of March 2026, having served for nine years in this role. I am delighted that Natalie Campbell MBE has been appointed as my successor and I wish her every success.

I extend my sincere thanks to my fellow Trustees and the entire Workforce Development Trust team for their support over the past nine years. It has been a privilege to serve, and I am confident the organisation is well positioned to continue to make a positive impact on the lives of many people.

Jeremy Newman
Chair

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

The Trustees present their Annual Report together with the audited financial statements of the Company for the 1 October 2024 to 30 September 2025. The Annual Report serves the purposes of both a Trustees' Report and a Directors' Report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Objectives and activities

a. Policies and objectives

To support the development and effective use of workforce skills to provide services for public benefit by, but not limited to:

- Promoting and advancing workforce education, training and skills through the development of frameworks, capabilities, competences, knowledge and qualifications
- Improving the design and implementation of workforce development practices and policies through research, analysis and the provision of insights and expertise
- Providing integrated learning, accreditation and digital solutions that increase the effectiveness of workforce skills development, deployment and management
- Undertaking and assisting in the identification, design and recognition of continuing professional development for individuals and teams

As the UK wide Sector Skills Council for Health and Justice, licensed by the UK Government, the company holds a unique place in these sectors. It is our aim to contribute to the preservation and protection of good health in the United Kingdom by contributing to the strategic development and improvement of the health sector workforce and advancing the education, training and skills of that workforce for the public benefit.

The company will continue to undertake work of this sort to the benefit of the public for the foreseeable future.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

The company's overarching strategy continues to be to develop a self-sustaining business model via the provision of a range of products and services to the health and justice sectors that create a better skilled and flexible workforce.

c. Activities undertaken to achieve objectives

During the year ended 30 September 2025 the company has continued to pursue its strategic aims through activities that have included:

- Supported over 153,000 individuals to improve their skills.
- Developed and reviewed over 135 qualifications and frameworks.
- Supported more than 900 organisations to transform approaches to workforce development and implement effective learning strategies and solutions.
- Surveyed over 8,000 individuals to establish skills and workforce needs.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
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**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

Achievements and performance

a. Review of activities

All activities are geared towards our vision of organisations "Improving lives through Better skills and Better jobs delivering Better services."

Strategic and operational plans are approved by the Executive Team and our Board. Performance KPIs against objectives are systematically monitored and reviewed regularly at all levels. Specific projects are also evaluated and assessed for impact. Performance, financial management and planning are combined with robust risk management. The Board and Executive Team also periodically assess their own performance.

Once again during 2024/25 the organisation has substantially achieved its objectives as set out in the operational plan.

b. Factors relevant to achieve objectives

The Board continues to function effectively and currently meets five times per year with a number of strategic development activities factored in. It has established robust finance, contracting, personnel and IT systems and recognises the need to secure the future through a sustainable business model.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
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**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

Financial review

a. Going concern

At 30 September 2025, the Workforce Development Trust held cash reserves of £4.8m and reserves of £9.7m.

The forecast for the current financial year (FY25/26) is for an operating surplus of £399k before investments made as part of the Group's growth strategy. The cashflow projections estimate that cash reserves will remain between £4.5m and £6.0m over the following twelve months, with further positive net cash inflows to follow thereafter.

There are investments planned as part of the Group's growth strategy that is currently in development. These proposals have been approved by the Group Board, though detailed implementation plans are under review. These plans will involve an investment out of reserves of between £1m.

On the basis of the level of existing reserves and forecast increases to those reserves over the next two years, we believe that The Workforce Development Trust Limited Group is and will continue to be a going concern for the foreseeable future.

b. Reserves policy

At 30 September 2025, the Workforce Development Trust holds cash reserves of £4.8m and free reserves of £9.7m. Of the balance sheet reserves, £4m is set aside to ensure orderly settlement of the company's contracted liabilities if required. A designated reserve of £0.3m is held for AfC redundancy costs.

Our reserves policy will enable the organisation to navigate difficult market conditions over the next 5 years, ensuring the organisation remains sustainable into the foreseeable future and is able to invest significantly for future growth. Over the next 3 years, we forecast investing £3m from reserves to drive growth.

c. Principal risks and uncertainties

The Workforce Development Trust recognises its obligation to identify and review its exposure to risk. It has agreed strategy and policy documents in place and its risk register is reviewed and monitored by the Governance and Audit Committee on a regular basis with regular reports through to the Board. The key risks identified in 2024/25 were:

- Failure to meet financial plan and achievement of group wide financial targets;
- Cyber-security;
- Delivery of key contracts;
- Competition and reputation; and
- Recruitment and retention of key people.

A series of measures to control, mitigate and minimise the effects of risk are in place, including developing and maintaining a diverse range of products and services and income sources in order to reduce the risk of over reliance on a single source of income and small number of products available for sale.

The company has taken out insurance policies to cover key risks in respect of:

- Employer liability;
- Directors and officers liability;
- Professional indemnity; and
- Combined liability.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
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**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

d. Financial review

Total Group incoming resources for the year amounted to £8,613,110 (2024: £9,793,442) and total expenditure £10,431,541 (2024: £7,969,187) resulting in a deficit of £1,818,431 (2024: surplus £1,824,255).

By far the largest proportion of expenditure related to staffing and overhead costs, which are predominantly fixed. We continue to support and flex our core staff through the use of associates and fixed term contracts in order to meet demand.

As at 30 September 2025 cumulative reserves amounted to £9,691,851 (2024: £11,510,282).

Structure, governance and management

a. Constitution

The Workforce Development Trust is a company Limited by Guarantee (number 07333911) and is a registered Charity in England (number 1143246) and Scotland (number SC045901). Its governing document is its Memorandum and Articles of Association which was last updated 9 June 2015 and members of the Board of Trustees are also directors of the company in conjunction with the executive directors.

The Workforce Development Trust has three wholly owned trading subsidiaries (2024: two wholly owned trading subsidiaries):

- SFJ Awards Limited (SFJA) - This subsidiary is an awarding body for the Justice Sector. It operates in the UK and overseas. Any profits made by SFJA will be donated back to the Workforce Development Trust under Gift Aid arrangements.
- People 1st International Limited. This subsidiary provides strategic services to the hospitality, retail, travel and aviation sectors from the predecessor body. It operates in the UK and overseas. Any profits made by the subsidiary will be donated back to the Workforce Development Trust under Gift Aid arrangements.
- I-Can Qualifications Limited. This subsidiary provides both accreditation as a UK regulated awarding association, and Apprenticeship End-Point Assessment services. It operates in the UK and overseas. Any profits made by the subsidiary will be donated back to the Workforce Development Trust under Gift Aid arrangements.

b. Methods of appointment or election of Trustees

The management of the Group and the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association. Often Trustees are recommended by existing Trustees but where necessary the Workforce Development Trust uses search and selection services and open advertising to publicise a Trustee agreed role description and person specification. Irrespective of the source all Trustees go through a rigorous and transparent appointment process prior to formal selection. The People Committee, a subcommittee of the Board, leads this process and makes the necessary recommendations to the full board.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
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**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

Structure, governance and management (CONTINUED)

c. Organisational structure and decision-making policies

The management of the company and the group is the responsibility of the Trustees (who are elected and co-opted under the terms of the Articles of Association) and the Executive Directors (registered as Directors at Companies House) identified below:

The management of the company and the group is the responsibility of the Trustees (who are elected and co-opted under the terms of the Articles of Association) and the Executive Directors (registered as Directors at Companies House) identified below:

- John Rogers Chief Executive
- Christos Lucas Finance Director
- Candace Miller Executive Director - retired 31 October 2024

The Executive Directors meet twice a month and have delegated powers to act on behalf of the Board in accordance with an agreed scheme of delegation.

The day to day management of SFJ Awards is the responsibility of:

- The Group Chief Executive
- Finance Director

The day to day management of People 1st International is the responsibility of:

- The Group Chief Executive
- Finance Director

The day to day management of People 1st International is the responsibility of:

- The Group Chief Executive
- Finance Director

The Board has an established sub structure, with agreed terms of reference, comprising:

- Finance and Performance Management Committee
- People Committee
- Governance and Audit Committee

The company has the following established operational committees:

- Executive Management Team
- Senior Management Team
- Performance Executive Committee
- Health and Safety Committee
- Information Security Management Systems Committee

d. Policies adopted for the induction and training of Trustees

The Trustees have continued to review governance arrangements during 2024/25.

The Trustees continue to work within the requirements of adopted policies and procedures for the training and induction of Trustees.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
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**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

Structure, governance and management (CONTINUED)

e. Pay policy for senior staff

The remuneration of senior staff is determined by the Board of Trustees on the advice of the People Committee on an annual basis.

f. Related party relationships

The SfJA, I-Can Qualifications Limited, and People 1st International Limited provide a range of services to the sectors and are all wholly owned subsidiaries of the Workforce Development Trust.

Plans for future periods

Future Developments

Developments during 2025/26 will include:

- Significant investment in new products and services to increase our footprint across the sectors in which the Group operates

The Workforce Development Trust faces a number of key opportunities and challenges which will be addressed during the 2025/26 operational year.

Specifically, our prime objectives in 2025/26 will be to:

- Develop and start to implement our growth strategy in line with our Vision
- Continue to leverage the products, services and brands that we operate across the wider WDT footprint
- Achieve the planned financial results for FY2025/26

Members' liability

The Members of the Company guarantee to contribute an amount not exceeding £1 to the assets of the Company in the event of winding up.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable group's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable group's auditors are aware of that information.

Approved on behalf of the members of the board of Trustees and signed by:



J Newman

Chair of Trustees

Date: 19/03/2026

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

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

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the Company and of their incoming resources and application of resources, including their income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Group and the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED

OPINION

We have audited the financial statements of The Workforce Development Trust Limited (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 30 September 2025 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Company Balance Sheet, the Consolidated Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Group's and of the parent charitable company's affairs as at 30 September 2025 and of the Group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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 Group's or the parent 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.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

OTHER INFORMATION

The other information comprises the information included in the Annual Report other than the financial statements and our Auditors' Report thereon. The Trustees are responsible for the other information contained within the Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

OPINION 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 for the financial year for which the financial statements are prepared is consistent with the financial statements.
- 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 our 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 Trustees' Report.

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

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company 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.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' Responsibilities Statement, 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 Group's and the parent 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 Group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We have considered the nature of the industry and sector, control environment, and business performance;
- We have considered the results of enquiries with management and Directors about their own identification and assessment of the risk of irregularities;
- For any matters identified we have obtained and reviewed documentation of the Companies' policies and procedures relating to:
 - identifying, evaluating, and complying with laws and regulations whether they were aware of any instances of non-compliance;
 - detecting and responding to the risk of fraud and whether they have knowledge of actual, suspected or alleged fraud; and
 - the internal controls established to mitigate the risks of fraud or non-compliance with laws and regulations.
- We have considered the matters discussed among the audit engagement team including the internal tax specialists regarding how and where fraud might occur in the financial statements and potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the highest area of risk to be in relation to revenue recognition, with a particular risk in relation to year end cut off.

In common with all audits under ISAs (UK) we are required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the Company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Companies Act and UK tax legislation.

In addition, we considered the provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the companies' ability to operate or avoid a material penalty. These included data protection regulations, health and safety regulations and employment legislation.

Our procedures to respond to risks identified included the following:

- Reviewing the financial statements disclosures and testing to supporting documentation to access compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Performing analytical procedures to identify unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

- Reviewing board meeting minutes and reviewing correspondence with HMRC;
- Enquiring of management in relation to actual and potential claims or litigations;
- Performing detailed transactional testing in relation to the revenue recognition of revenue, with a particular focus around year end cut off; and
- In addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in accounting estimates are indicative of potential bias; evaluating the business rationale of significant transactions that are unusual or outside the normal course of business.

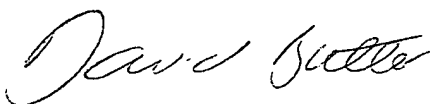
We also communicated identified laws and regulations and potential fraud risks to all members of the engagement team and remained alert to possible indicators of fraud or non-compliance with laws and regulations throughout the audit.

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

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 Auditors' 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 Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



David Butler FCA DChA (Senior Statutory Auditor)
for and on behalf of
Bishop Fleming Audit Limited
Chartered Accountants
Statutory Auditors
10 Temple Back
Bristol
BS1 6FL

Date: 30 March 2026

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND
EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income from:					
Donations and legacies	4	-	-	-	5,165
Charitable activities	5	3,333,171	-	3,333,171	5,058,315
Other trading activities	6	5,082,917	-	5,082,917	4,442,758
Investments	7	197,022	-	197,022	287,204
Total income		8,613,110	-	8,613,110	9,793,442
Expenditure on:					
Raising funds		4,660,666	-	4,660,666	1,151,018
Charitable activities		5,985,614	-	5,985,614	6,818,169
Total expenditure		10,646,280	-	10,646,280	7,969,187
Net expenditure before taxation		(2,033,170)	-	(2,033,170)	1,824,255
Taxation	12	214,739	-	214,739	-
Net expenditure after taxation		(1,818,431)	-	(1,818,431)	1,824,255
Transfers between funds	20	5,165	(5,165)	-	-
Net movement in funds		(1,813,266)	(5,165)	(1,818,431)	1,824,255
Reconciliation of funds:					
Total funds brought forward		11,505,117	5,165	11,510,282	9,686,027
Net movement in funds		(1,813,266)	(5,165)	(1,818,431)	1,824,255
Total funds carried forward		9,691,851	-	9,691,851	11,510,282

The notes on pages 19 to 43 form part of these financial statements.

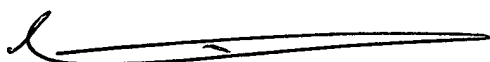
THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:07333911

CONSOLIDATED BALANCE SHEET
AS AT 30 SEPTEMBER 2025

	Note	2025 £	2024 £
Fixed assets			
Intangible assets	13	2,633,556	158,025
Tangible assets	14	1,806,201	1,772,216
Investment property	15	484,716	484,716
Investments	16	-	437,500
		<u>4,924,473</u>	<u>2,852,457</u>
Current assets			
Debtors	17	2,646,675	2,676,307
Cash at bank and in hand		4,781,119	7,558,013
		<u>7,427,794</u>	<u>10,234,320</u>
Current liabilities			
Creditors: amounts falling due within one year	18	(2,660,416)	(1,576,495)
Net current assets		<u>4,767,378</u>	<u>8,657,825</u>
Total net assets		<u><u>9,691,851</u></u>	<u><u>11,510,282</u></u>
Charity funds			
Restricted funds	20	-	5,165
Designated funds	20	300,469	300,469
General funds	20	9,391,382	11,204,648
Total unrestricted funds	20	<u>9,691,851</u>	<u>11,505,117</u>
Total funds		<u><u>9,691,851</u></u>	<u><u>11,510,282</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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



J Newman
Chair of Trustees
Date: 19/03/2026

The notes on pages 19 to 43 form part of these financial statements.

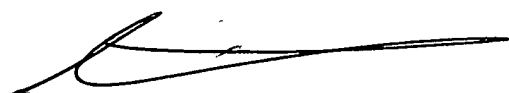
THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:07333911

COMPANY STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 30 SEPTEMBER 2025

	Note	2025 £	2024 £
Fixed assets			
Intangible assets	13	37,463	147,982
Tangible assets	14	1,740,018	1,764,766
Investment property	15	484,716	484,716
Investments	16	4,840,006	437,502
		<u>7,102,203</u>	<u>2,834,966</u>
Current assets			
Debtors	17	4,117,675	3,927,938
Cash at bank and in hand		4,668,981	7,487,044
		<u>8,786,656</u>	<u>11,414,982</u>
Current liabilities			
Creditors: amounts falling due within one year	18	(3,543,914)	(1,372,369)
Net current assets		<u>5,242,742</u>	<u>10,042,613</u>
Total assets less current liabilities		<u>12,344,945</u>	<u>12,877,579</u>
Total net assets		<u>12,344,945</u>	<u>12,877,579</u>
Charity funds			
Restricted funds	20	-	5,165
Designated funds	20	300,469	300,469
General funds	20	12,044,476	12,571,945
	20	<u>12,344,945</u>	<u>12,872,414</u>
Total funds		<u>12,344,945</u>	<u>12,877,579</u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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



J Newman
Chair of Trustees
Date: 19/03/2026

The notes on pages 19 to 43 form part of these financial statements.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

	2025 £	2024 £
Cash flows from operating activities		
Net cash used in operating activities	804,522	(725,092)
Cash flows from investing activities		
Interest received	197,022	287,204
Proceeds from the sale of operations	-	839,732
Purchase of intangible assets	(26,594)	(120,631)
Purchase of tangible fixed assets	(70,296)	(74,079)
Acquisition of subsidiary	(3,681,548)	-
Net cash (used in)/provided by investing activities	(3,581,416)	932,226
Change in cash and cash equivalents in the year	(2,776,894)	207,134
Cash and cash equivalents at the beginning of the year	7,558,013	7,350,879
Cash and cash equivalents at the end of the year	4,781,119	7,558,013

The notes on pages 19 to 43 form part of these financial statements

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

1. GENERAL INFORMATION

The Workforce Development Trust Limited is a charitable company incorporated in England and Wales. The registered office is Vertigo, Cheese Lane, Bristol, BS2 0JJ.

2. ACCOUNTING POLICIES

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Workforce Development Trust Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the Company and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Company has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of Financial Activities in these financial statements.

2.2 COMPANY STATUS

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

2.3 GOING CONCERN

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The Trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

The Trustees have assessed the current trading conditions and the financial forecasts, and have considered alternative scenarios. Under all scenarios reviewed the Group has sufficient reserves to enable it to continue as a going concern. For this reason it continues to adopt the going concern basis in preparing the financial statements.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

2. ACCOUNTING POLICIES (continued)

2.4 INCOME

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Grants received are recognised in the Statement of Financial Activities as voluntary income and classified as restricted or unrestricted depending on the terms attached to them.

Income on long term contracts is recognised in the Statement of Financial Activities to reflect the proportion of work carried out up to the year end.

Where incoming resources are received in advance they are deferred to the period to which they relate. An analysis of the movement on deferred income is included in note 19.

Grants are included in the Consolidated Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.5 EXPENDITURE

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

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

2.6 BASIS OF CONSOLIDATION

The financial statements consolidate the accounts of the Workforce Development Trust Limited and all of its subsidiary undertakings ('subsidiaries').

The company has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its own Income and expenditure account.

The income and expenditure account for the year dealt with in the accounts of the company was £532,633 deficit (2024: £1,824,255 surplus).

2.7 INTEREST RECEIVABLE

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

2. ACCOUNTING POLICIES (continued)

2.8 TAXATION

The Company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.9 FOREIGN CURRENCIES

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at rates of exchange ruling at the reporting date.

Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction.

Exchange gains and losses are recognised in the Consolidated Statement of Financial Activities.

2.10 INTANGIBLE ASSETS

Development costs are capitalised within intangible assets where they can be identified with a specific product or project anticipated to produce future benefits, and are amortised on the straight line basis over the anticipated life of the benefits arising from the completed product or project.

Deferred research and development costs are reviewed annually, and where future benefits are deemed to have ceased or to be in doubt, the balance of any related research and development is written off to the Statement of Financial Activities.

Goodwill represents the difference between the amounts paid in on the cost of a business combination and the acquirer's interest in the fair value of the Group's share of its identifiable assets and liabilities of the acquiree at the date of acquisition. Subsequent to initial recognition, goodwill is measured at cost less accumulated amortisation and accumulated impairment losses. Goodwill is amortised on a straight line basis over a period of 10 years.

2.11 TANGIBLE FIXED ASSETS AND DEPRECIATION

A capitalised fixed asset is property, such as land buildings and/or equipment with a cost or value equal to or greater than £5,000 at the date of acquisition and which has an expected useful life in excess of one year. Capitalised fixed assets are acquired for the use in normal operations and are not under normal circumstances acquired for resale. All fixed assets are entered into the financial ledger for inventory and financial reporting purposes.

Assets costing less than £5,000 are accounted for in the financial year of purchase and are therefore not capitalised.

Costs to keep as fixed asset in its normal operating condition that do not extend the original useful life of the asset will not be capitalised. These costs are expenses as repairs and maintenance during the year in which they are incurred.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

2. ACCOUNTING POLICIES (continued)

2.11 TANGIBLE FIXED ASSETS AND DEPRECIATION (CONTINUED)

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	- straight line over 50 years
Short-term leasehold improvement works	- straight line over 5 years, or life of lease if shorter
Fixtures and fittings	- straight line over 5 years
Office equipment	- straight line over 4-5 years

2.12 INVESTMENTS

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Consolidated Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

Investments held as fixed assets are shown at cost less provision for impairment.

2.13 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.14 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.15 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated Statement of Financial Activities as a finance cost.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

2. ACCOUNTING POLICIES (continued)

2.16 FINANCIAL INSTRUMENTS

The Group 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.17 OPERATING LEASES

Rentals paid under operating leases are charged to the Consolidated Statement of Financial Activities on a straight line basis over the lease term.

2.18 PENSIONS

The Group operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Group to the fund in respect of the year.

The company operates a defined benefits pension scheme. The scheme is a multi-employer scheme where it is not possible, in the normal course of events, to identify on a consistent and reasonable basis, the share of underlying assets and liabilities belonging to individual participating employers. Therefore, as required by FRS102, the company accounts for this scheme as if it was a defined contribution scheme. The amount charged to the Statement of Financial Activities represents contributions payable to the scheme in respect of the accounting period.

2.19 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025**

3. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means the actual outcomes could differ from those estimates.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

Accrued and deferred income from long term contracts:

Long term contract balances are valued based on the stage of completion of the contract at the year end by reference to the costs incurred to year end and the total expected costs of the contract.

Where a contract is expected to be loss making, the balance is written down to the expected recoverable amount at the year end.

Operating lease commitments:

The company has entered into commercial property leases as a lessee for the use of property and equipment. The classification of such leases as operating or finance lease requires the company to determine, based on an evaluation of the terms and conditions of the arrangements, whether it retains or acquires the significant risks and rewards of ownership of these assets and accordingly whether the lease requires an asset and liability to be recognised in the Statement of Financial Position.

Critical areas of judgment:

Goodwill:

Goodwill is carried at cost less accumulated amortisation and impairment which requires estimation as to the economic life of goodwill. The trustees are required to test goodwill for impairment annually. This requires the use of certain estimates and assumptions including estimates of future cash flows and determination of discount rates.

Investments in subsidiaries:

Investments are carried at cost less any impairments. This requires estimation of the carrying value of the investments as to whether an impairment has occurred at the balance sheet date.

Carrying value of unlisted investment:

Unlisted investments in the share capital of an unconnected company are stated at cost less provision for impairment. The carrying value is assessed for impairment for each reporting date with reference to the publicly available information relating to the financial performance, outlook and going concern status of the investee.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

4. INCOME FROM DONATIONS AND LEGACIES

	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Grants	-	-	5,165

5. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Education and training	3,333,171	3,333,171	5,058,315
TOTAL 2024	5,058,315	5,058,315	

6. INCOME FROM OTHER TRADING ACTIVITIES

Income from fundraising events

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Completion	1,903,990	1,903,990	1,943,829
Consultancy	543,701	543,701	995,575
Registrations	1,088,163	1,088,163	1,189,353
Other	1,547,063	1,547,063	314,001
	5,082,917	5,082,917	4,442,758
TOTAL 2024	4,442,758	4,442,758	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

7. INVESTMENT INCOME

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Investment income	192,552	192,552	287,204
Interest receivable	4,470	4,470	-
TOTAL 2025	<u>197,022</u>	<u>197,022</u>	<u>287,204</u>
TOTAL 2024	<u>287,204</u>	<u>287,204</u>	

8. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2025 £	Support costs 2025 £	Total funds 2025 £	Total funds 2024 £
Education and training	<u>3,735,674</u>	<u>2,249,940</u>	<u>5,985,614</u>	<u>6,818,169</u>
TOTAL 2024	<u>4,594,721</u>	<u>2,223,448</u>	<u>6,818,169</u>	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

8. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF DIRECT COSTS

	Education and Training 2025 £	Total funds 2025 £	Total funds 2024 £
Staff costs	3,106,994	3,106,994	3,275,583
Depreciation	146,410	146,410	173,972
Consultancy	273,686	273,686	912,988
Bad debt provision	19,045	19,045	12,665
Travel and subsistence	82,171	82,171	88,507
Subscriptions	23,305	23,305	36,938
Apprenticeships	83,701	83,701	95,740
VAT adjustments	339	339	(1,346)
Difference on foreign exchange	23	23	(326)
	<u>3,735,674</u>	<u>3,735,674</u>	<u>4,594,721</u>
TOTAL 2024	<u>4,594,721</u>	<u>4,594,721</u>	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

8. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF SUPPORT COSTS

	Education and Training 2025 £	Total funds 2025 £	Total funds 2024 £
Staff costs	940,612	940,612	931,551
Insurance	73,465	73,465	75,919
Bank charges	6,779	6,779	9,380
Office costs	18,525	18,525	28,007
Staff recruitment	51,384	51,384	60,283
Agency and other staff costs	112,147	112,147	116,507
Professional fees	63,848	63,848	11,787
Premises costs	146,553	146,553	132,984
Computer costs	589,318	589,318	642,824
Travel and subsistence	37,544	37,544	23,545
Advertising and promotion	172,393	172,393	166,422
Governance costs	37,372	37,372	24,239
	<u>2,249,940</u>	<u>2,249,940</u>	<u>2,223,448</u>
TOTAL 2024	<u>2,223,448</u>	<u>2,223,448</u>	

9. NET INCOMING RESOURCES/(RESOURCES EXPENDED)

This is stated after charging:

	2025 £	2024 £
Depreciation of tangible fixed assets	104,182	94,529
Amortisation of intangible fixed assets	208,947	100,655
Auditors remuneration	31,150	26,020
Operating lease rentals	-	20,750

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

10. STAFF COSTS

	Group 2025 £	Group 2024 £	Company 2025 £	Company 2024 £
Wages and salaries	5,208,902	5,268,527	3,459,503	3,601,459
Social security costs	607,619	577,681	403,916	404,422
Contribution to defined contribution pension schemes	277,907	322,366	186,587	220,754
	6,094,428	6,168,574	4,050,006	4,226,635

The average number of persons employed by the Company during the year was as follows:

	Group 2025 No.	Group 2024 No.
Operational Staff	96	103

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

	Group 2025 No.	Group 2024 No.
In the band £60,001 - £70,000	6	8
In the band £70,001 - £80,000	4	5
In the band £80,001 - £90,000	2	2
In the band £90,001 - £100,000	1	1
In the band £100,001 - £110,000	2	2
In the band £110,001 - £120,000	1	1
In the band £180,001 - £190,000	1	-

Total termination payments amounted to £340,843 in the year (2024: £101,500).

The key management personnel comprise the Trustees and the Senior Management Team. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services was £712,118 (2024: £635,581).

11. TRUSTEES' REMUNERATION AND EXPENSES

In line with the provision in the governing document of the charity; the post of Chair is a remunerated position; and the Chief Executive only receives remuneration in respect of services provided undertaking the role of Chief Executive, finance and learning services and consultancy, and not in respect of services as a Trustee. Other Trustees have received payments from the charity in respect of their roles as Trustees, these Trustees will receive remuneration until their current term of office comes to an end. The value of Trustees remuneration, including employers pension costs, for the year was as follows; J Newman (Chair) £27,177 (2024: £29,673) and J Rogers (Chief Executive) £183,372 (2024: £222,312).

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

12. TAXATION

	2025 £	2024 £
CORPORATION TAX		
Current tax on net expenditure for the year	(214,739)	-
TAXATION ON NET EXPENDITURE	<u>(214,739)</u>	<u>-</u>

The tax assessed for the year is higher than (2024 - lower than) the standard rate of corporation tax in the UK of 25% (2024 - 25%). The differences are explained below:

	2025 £	2024 £
Net expenditure before tax	<u>(2,033,170)</u>	<u>1,824,255</u>
Net expenditure multiplied by the standard rate of corporation tax in the UK of 25% (2024 - 25%).	(508,293)	456,064
EFFECTS OF:		
Expenses not deductible for tax purposes	-	80
Income not taxable	378,515	(449,611)
Adjustments to tax charge in respect of prior periods	(214,739)	-
Movement in deferred tax not recognised	129,778	(6,533)
TOTAL TAX CHARGE FOR THE YEAR	<u>(214,739)</u>	<u>-</u>

There are no factors considered likely to affect future tax charges.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

13. INTANGIBLE ASSETS

GROUP

	Develop- ment £	Goodwill £	Total £
COST			
At 1 October 2024	777,154	423,691	1,200,845
Additions	4,556	2,732,730	2,737,286
Transfers	-	(52,808)	(52,808)
At 30 September 2025	781,710	3,103,613	3,885,323
AMORTISATION			
At 1 October 2024	681,980	360,840	1,042,820
Charge for the year	62,267	146,680	208,947
At 30 September 2025	744,247	507,520	1,251,767
NET BOOK VALUE			
At 30 September 2025	37,463	2,596,093	2,633,556
At 30 September 2024	95,174	62,851	158,025

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

13. INTANGIBLE ASSETS (CONTINUED)

COMPANY

	Develop- ment £	Goodwill £	Total £
COST			
At 1 October 2024	759,394	52,808	812,202
Additions	4,556	-	4,556
Transfers	-	(52,808)	(52,808)
At 30 September 2025	763,950	-	763,950
AMORTISATION			
At 1 October 2024	664,220	-	664,220
Charge for the year	62,267	-	62,267
At 30 September 2025	726,487	-	726,487
NET BOOK VALUE			
At 30 September 2025	37,463	-	37,463
At 30 September 2024	95,174	52,808	147,982

The transfer of goodwill to investments related to the legal costs incurred during the acquisition of I-Can Qualifications Limited.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

14. TANGIBLE FIXED ASSETS

GROUP

	Freehold property £	Short-term leasehold property £	Fixtures and fittings £	Office equipment £	Total £
COST OR VALUATION					
At 1 October 2024	1,680,244	120,057	180,726	526,587	2,507,614
Additions	-	-	10,648	127,519	138,167
At 30 September 2025	1,680,244	120,057	191,374	654,106	2,645,781
DEPRECIATION					
At 1 October 2024	59,856	120,057	92,942	462,543	735,398
Charge for the year	19,762	-	34,083	50,337	104,182
At 30 September 2025	79,618	120,057	127,025	512,880	839,580
NET BOOK VALUE					
At 30 September 2025	1,600,626	-	64,349	141,226	1,806,201
At 30 September 2024	1,620,388	-	87,784	64,044	1,772,216

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

14. TANGIBLE FIXED ASSETS (CONTINUED)

COMPANY

	Freehold property £	Short-term leasehold property £	Fixtures and fittings £	Office equipment £	Total £
COST OR VALUATION					
At 1 October 2024	1,680,244	120,057	180,726	526,587	2,507,614
Additions	-	-	-	59,648	59,648
At 30 September 2025	1,680,244	120,057	180,726	586,235	2,567,262
DEPRECIATION					
At 1 October 2024	59,856	120,057	92,942	462,543	735,398
Charge for the year	19,762	-	27,997	44,087	91,846
At 30 September 2025	79,618	120,057	120,939	506,630	827,244
NET BOOK VALUE					
At 30 September 2025	1,600,626	-	59,787	79,605	1,740,018
At 30 September 2024	1,620,388	-	87,784	64,044	1,772,216

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

15. INVESTMENT PROPERTY

GROUP AND COMPANY

	Freehold investment property £
VALUATION	
At 1 October 2024	484,716
At 30 September 2025	484,716

16. FIXED ASSET INVESTMENTS

	Unlisted investments £
At 1 October 2024	437,500
Amounts written off	(437,500)
NET BOOK VALUE	
AT 30 SEPTEMBER 2025	-
AT 30 SEPTEMBER 2024	437,500

	Shares in group undertakings £	Unlisted investments £	Total £
COMPANY			
COST OR VALUATION			
At 1 October 2024	2	437,500	437,502
Additions	4,787,196	-	4,787,196
Amounts written off	-	(437,500)	(437,500)
Transfers intra group	52,808	-	52,808
AT 30 SEPTEMBER 2025	4,840,006	-	4,840,006
NET BOOK VALUE			
AT 30 SEPTEMBER 2025	4,840,006	-	4,840,006
AT 30 SEPTEMBER 2024	2	437,500	437,502

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

16. FIXED ASSET INVESTMENTS (CONTINUED)

The transfer of goodwill to investments related to the legal costs incurred during the acquisition of I-Can Qualifications Limited. On 31 March 2025, the Trust acquired 100% shareholding in I-Can Qualifications Limited.

17. DEBTORS

	Group 2025 £	Group 2024 £	Company 2025 £	Company 2024 £
DUE WITHIN ONE YEAR				
Trade debtors	1,208,204	998,958	402,657	327,811
Amounts owed by group undertakings	-	-	2,356,886	2,033,376
Other debtors	901,561	1,053,502	901,417	1,052,557
Prepayments and accrued income	536,910	623,847	456,715	514,194
	2,646,675	2,676,307	4,117,675	3,927,938

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group 2025 £	Group 2024 £	Company 2025 £	Company 2024 £
Trade creditors	244,209	223,549	142,002	110,810
Amounts owed to group undertakings	-	-	1,143,707	297
Other taxation and social security	268,765	266,898	234,169	266,898
Other creditors	1,249,689	97,961	1,249,689	97,961
Accruals and deferred income	897,753	988,087	774,347	896,403
	2,660,416	1,576,495	3,543,914	1,372,369

	Group 2025 £	Group 2024 £	Company 2025 £	Company 2024 £
Deferred income at 1 October 2024	676,579	1,315,492	636,351	1,183,212
Resources deferred during the year	-	676,579	-	636,351
Amounts released from previous periods	-	(1,315,492)	-	(1,183,212)
	676,579	676,579	636,351	636,351

At the balance sheet date the group was holding funds received in advance for projects spanning the year end. Income has been included in the SOFA to represent the stage of completion of these projects and the excess has been deferred as appropriate.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

19. BUSINESS COMBINATIONS

On 31/03/2025, the Company acquired 100% controlling interest of the issued share capital of I-Can Qualifications Limited for total consideration of £4,840,004.

The useful life of goodwill recognised in the business combination is 10 years.

The amounts recognised in respect of the identifiable assets and liabilities acquired are set out in the table below:

	Book value £	Fair value £
FIXED ASSETS		
Tangible	45,833	45,833
	<u>45,833</u>	<u>45,833</u>
CURRENT ASSETS		
Debtors	397,298	397,298
Cash at bank and in hand	2,339,721	2,339,721
	<u>2,782,852</u>	<u>2,782,852</u>
TOTAL ASSETS		
CREDITORS		
Due within one year	(675,578)	(675,578)
	<u>2,107,274</u>	<u>2,107,274</u>
TOTAL IDENTIFIABLE NET ASSETS		
Goodwill		2,732,730
TOTAL PURCHASE CONSIDERATION		<u><u>4,840,004</u></u>

The results of I-Can Qualifications Limited since acquisition are as follows:

	Current period since acquisition £
Revenue	1,208,363
Profit for the period since acquisition	<u><u>583,678</u></u>

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

20. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 October 2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2025 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Future staff liabilities	300,469	-	-	-	300,469
GENERAL FUNDS					
General Funds - all funds	11,204,648	8,613,110	(10,431,541)	5,165	9,391,382
TOTAL UNRESTRICTED FUNDS	11,505,117	8,613,110	(10,431,541)	5,165	9,691,851
RESTRICTED FUNDS					
Solar Panel Grant	5,165	-	-	(5,165)	-
TOTAL OF FUNDS	11,510,282	8,613,110	(10,431,541)	-	9,691,851

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

20. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 October 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2024 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Future staff liabilities	667,000	-	-	(366,531)	300,469
GENERAL FUNDS					
General Funds	9,019,027	12,090,535	(10,271,445)	366,531	11,204,648
TOTAL UNRESTRICTED FUNDS	9,686,027	12,090,535	(10,271,445)	-	11,505,117
RESTRICTED FUNDS					
Solar Panel Grant	-	5,165	-	-	5,165
TOTAL OF FUNDS	9,686,027	12,095,700	(10,271,445)	-	11,510,282

DESIGNATED FUNDS

This fund has built up prior to and on transition to cover potential future staff liabilities arising from the TUPE of staff from Skills for Health. Following staff changes since 2013, a significant proportion of this fund was released to leave a balance reflective of the current estimate of potential future staff liabilities in relation to those individuals.

RESTRICTED FUNDS

This fund related to grant received for the installation of solar panel. During the year, the fund was used to pay for the installation of the solar panel.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

21. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2025 £	Total funds 2025 £
Tangible fixed assets	1,806,201	1,806,201
Intangible fixed assets	2,633,556	2,633,556
Investment property	484,716	484,716
Current assets	7,427,794	7,427,794
Creditors due within one year	(2,660,416)	(2,660,416)
TOTAL	9,691,851	9,691,851

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	1,767,051	5,165	1,772,216
Intangible fixed assets	158,025	-	158,025
Fixed asset investments	437,500	-	437,500
Investment property	484,716	-	484,716
Current assets	10,234,320	-	10,234,320
Creditors due within one year	(1,576,495)	-	(1,576,495)
TOTAL	11,505,117	5,165	11,510,282

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

22. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Group 2025 £	Group 2024 £
Net income/expenditure for the year (as per Statement of Financial Activities)	(1,818,431)	1,824,255
ADJUSTMENTS FOR:		
Depreciation charges	104,182	94,529
Amortisation charges	208,947	133,697
Impairment of investments	437,500	-
Dividends, interests and rents from investments	(197,022)	(287,204)
Profit from the sale of operations	-	(2,302,258)
Decrease in debtors	426,930	118,940
Increase/(decrease) in creditors	1,642,416	(307,051)
NET CASH PROVIDED BY/(USED IN) OPERATING ACTIVITIES	804,522	(725,092)

23. ANALYSIS OF CASH AND CASH EQUIVALENTS

	Group 2025 £	Group 2024 £
Cash in hand	4,781,119	7,558,013
TOTAL CASH AND CASH EQUIVALENTS	4,781,119	7,558,013

24. ANALYSIS OF CHANGES IN NET DEBT

	At 1 October 2024 £	Cash flows £	At 30 September 2025 £
Cash at bank and in hand	7,558,013	(2,776,894)	4,781,119
	7,558,013	(2,776,894)	4,781,119

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

25. PENSION COMMITMENTS

The company's employees belong to three principal pension schemes. The NHS pension scheme for eligible staff which is a defined benefit scheme. Staff are offered a defined contributions scheme administered by the National Employment Savings Trust. An Aviva pension scheme was brought in during the year ended 30 September 2015 on transfer from JSSC.

NHS Scheme

Only NHS employees TUPE'd over from the University Hospitals Bristol NHS Trust belong to the NHS scheme, which is a multi-employer defined benefit pension scheme. As the company is unable to identify its share of the assets and liabilities of the scheme on a consistent and reliable basis, the scheme is treated by the company as if it were a defined contribution scheme, in accordance with Section 28 of FRS 102.

The pension cost charge represents contributions payable by the company to the scheme and amounted to £30,464 (2024: £52,077). Contributions totalling £9,398 (2024: £8,242) were payable to the scheme at the balance sheet date and are included in creditors.

Defined Contribution Schemes

The assets of these schemes are held separately from those of the company independently administered funds. The pension cost charge represents contributions payable by the company to the funds and amounted to £269,049, two funds (2024: £258,886, two funds). Contributions totalling £77,792 (2024: £38,926) were payable to the funds at the balance sheet date and are included in creditors.

26. OPERATING LEASE COMMITMENTS

At 30 September 2025 the Group and the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Group 2025 £	Group 2024 £	Company 2025 £	Company 2024 £
Not later than 1 year	22,500	15,562	22,500	15,562

27. RELATED PARTY TRANSACTIONS

The Workforce Development Trust Limited is claiming the exemption under FRS 102 Section 33 not to disclose transactions with wholly owned subsidiaries.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2025

28. PRINCIPAL SUBSIDIARIES

The following were subsidiary undertakings of the Company:

Names	Company number	Equity shareholding %	Basis of control
SFJ Awards Limited	06926458	100%	Fully owned and controlled
People 1st International Limited	11332207	100%	Fully owned and controlled
I-Can Qualifications Limited	06559484	100%	Fully owned and controlled

The financial results of the subsidiaries for the year were:

Names	Income £	Expenditure £	Profit/(Loss) for the year £	Net assets/(net liabilities) £
SFJ Awards Limited	3,084,967	(3,249,303)	(164,336)	(164,335)
People 1st International Limited	789,587	(1,138,113)	(348,526)	(1,715,826)
I-Can Qualifications Limited	1,208,363	(431,107)	583,678	1,256,242

THE WORKFORCE DEVELOPMENT TRUST LIMITED

England & Wales - Charity number 1143246

Accounts

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

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THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

Trustees

J Newman, Chair of Trustees
J Rogers, Chief Executive
A Malhotra, Non-Executive Director
D Langton, Non-Executive Director
E Bannerman, Non-Executive Director
K A Fraser, Non-Executive Director
N L McKenna, Non-Executive Director
R Hill, Non-Executive Director
L Winward, Non-Executive Director
J Abboud, Non-Executive Director
S L Munro, Non-Executive Director
J G Restell, Non-Executive Director

Company registered number 07333911

Charity registered number 1143246 & SC045901

Registered office Vertigo
Cheese Lane
Bristol
BS2 0JJ

Chief executive officer J Rogers

Independent auditors Bishop Fleming LLP
Chartered Accountants
Statutory Auditors
10 Temple Back
Bristol
BS1 6FL

Bankers HSBC Bank PLC
Cabot Circus
Bristol
BS1 3BA

Solicitors TLT LLP
1 Redcliff Street
Bristol
BS1 6TP

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

FOREWORD
FOR THE YEAR ENDED 30 SEPTEMBER 2024

We are pleased to present our annual report together with the audited consolidated financial statements of the Workforce Development Trust Limited ("the Group") for the year ended 30 September 2024.

This year, the Group reported an income of £9,793,442, excluding profit on disposal, with a surplus of £1,824,255 for the year (2023: surplus of £41,026). This financial health allows us to reinvest in enhancing our service offerings.

During the year, the Group has aided approximately 153,000 individuals to improve their skills and supported over 900 organisations operating in our sectors. Highlights include:

- In the past year, we have enabled over 23,000 apprentices to start their journey within the NHS. With new qualifications including Mammography Associate, Dental Hygienist and Psychological Wellbeing Practitioner, we're helping to ensure the health service has the skills it needs to support physical and mental wellbeing well into the future.
- Our work with a pilot group of Integrated Care Systems and NHS England delivered a comprehensive workforce evaluation for stepdown intermediate care which is now helping to reduce the risk of readmission and promote faster recovery, improving overall patient outcomes.
- Partnering with sector experts, we developed the Level 4 Apprenticeship for domestic and sexual abuse support workers, equipping learners with essential skills for early intervention, specialist advocacy and comprehensive support of survivors. This enhances social care and protective services' capacity to ensure survivors' safety, wellbeing and recovery.
- We partnered with the UK Government's Cabinet Office to consult on the civil contingencies suite of National Occupational Standards (NOS). Engaging over 30 sectors across all four nations, the revised NOS will set a benchmark for competence, shaping recruitment, training and performance management across public and private sectors, and strengthening the UK's resilience to future crises.
- We conducted a vulnerability mapping and local economic assessment across six Jordanian governorates to empower vulnerable youth, women, and Syrian refugees. The study identified key sectors for job creation and entrepreneurship, providing recommendations to improve access and create clear employment pathways.
- Our 3rd annual Inspire Justice Awards was hugely successful, receiving a record number of nominations and celebrating the dedication of 26 finalists from across the broader justice workforce.
- In collaboration with Health Education and Improvement Wales (HEIW), we co-designed a six-workstream programme to address mental health workforce challenges. These efforts support approximately 53,000 mental health patients in Wales, enhancing workforce planning and embedding new roles within the sector.
- Our eLearning courses have empowered more than 102,000 medical professionals to stay up to date. Through the improvements we have made to the content of 16 of our eLearning courses, we estimate to have saved over 140,000 hours of healthcare workers' time spent on training.
- Our research in Out of Court Disposals demonstrated that the effective provision of early interventions and tailored support leads to significant reductions in re-offending rates and alleviates the burden on the criminal justice system, whilst at the same time promoting fairness and equitable access to rehabilitation.
- 94% of NHS Trusts in England and Wales, accounting for approximately 1.19 million healthcare workers, have declared alignment to the Skills for Health Core Skills Training Framework, supporting flexibility and mobility of health sector workers, enabling them to provide better care and respond more effectively to patient needs.
- We helped the London Violence Reduction Unit (VRU) assess the impact of violent knife crime on residents and workers across the city, delivering a strategic needs analysis, resulting in ten evidence-based recommendations. These focus on community cohesion, prevention, early intervention, and stronger collaboration with police, schools, and businesses to create safer communities and provide better opportunities for young people in vulnerable areas.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

FOREWORD (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

Internally we have remained committed to fostering a unified culture across the Group, enabling us to deliver high quality services and support to all the sectors in which we operate. Recognising our strong financial position, the Trustees have committed to a growth strategy from 2024/25 to increase the impact of the excellent work being delivered across the Group



Jeremy Newman
Chair

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2024

The Trustees present their Annual Report together with the audited financial statements of the Company for the 1 October 2023 to 30 September 2024. The Annual Report serves the purposes of both a Trustees' Report and a directors' Report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Objectives and activities

a. Policies and objectives

To support the development and effective use of workforce skills to provide services for public benefit by, but not limited to:

- Promoting and advancing workforce education, training and skills through the development of frameworks, capabilities, competences, knowledge and qualifications
- Improving the design and implementation of workforce development practices and policies through research, analysis and the provision of insights and expertise
- Providing integrated learning, accreditation and digital solutions that increase the effectiveness of workforce skills development, deployment and management
- Undertaking and assisting in the identification, design and recognition of continuing professional development for individuals and teams

As the UK wide Sector Skills Council for Health and Justice, licensed by the UK Government, the company holds a unique place in these sectors. It is our aim to contribute to the preservation and protection of good health in the United Kingdom by contributing to the strategic development and improvement of the health sector workforce and advancing the education, training and skills of that workforce for the public benefit.

The company will continue to undertake work of this sort to the benefit of the public for the foreseeable future.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

The company's overarching strategy continues to be to develop a self-sustaining business model via the provision of a range of products and services to the health and justice sectors that create a better skilled and flexible workforce.

c. Activities undertaken to achieve objectives

During the year ended 30 September 2024 the company has continued to pursue its strategic aims through activities that have included:

- Supported over 153,000 individuals to improve their skills.
- Developed and reviewed over 135 qualifications and frameworks.
- Supported more than 900 organisations to transform approaches to workforce development and implement effective learning strategies and solutions.
- Surveyed over 8,000 individuals to establish skills and workforce needs.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

Achievements and performance

a. Review of activities

All activities are geared towards our vision of organisations "Improving lives through Better skills and Better jobs delivering Better services."

Strategic and operational plans are approved by the Executive Team and our Board. Performance KPIs against objectives are systematically monitored and reviewed regularly at all levels. Specific projects are also evaluated and assessed for impact. Performance, financial management and planning are combined with robust risk management. The Board and Executive Team also periodically assess their own performance.

Once again during 2023/24 the organisation has substantially achieved its objectives as set out in the operational plan.

b. Factors relevant to achieve objectives

The Board continues to function effectively and currently meets five times per year with a number of strategic development activities factored in. It has established robust finance, contracting, personnel and IT systems and recognises the need to secure the future through a sustainable business model.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

Financial review

a. Going concern

The forecast for the following two financial years (FY24/25 and FY25/26) are for operating surpluses of £86k and £298k respectively before investments made as part of the Group's growth strategy. The cashflow projections estimate that cash reserves will remain between £7.5m and £8.0m over the following twelve months, with further positive net cash inflows to follow thereafter.

There are investments planned as part of the Group's growth strategy that is currently in development. These proposals have been approved in principle by the Group Board, though detailed implementation plans are under development. These plans will involve an investment out of reserves of between £1m-£1.5m.

On the basis of the level of existing reserves and forecast increases to those reserves over the next two years, we believe that The Workforce Development Trust Limited Group is and will continue to be a going concern for the foreseeable future

b. Reserves policy

At 30 September 2024, the Workforce Development Trust holds cash reserves of £7.6m and free reserves of £11.5m. Of the balance sheet reserves, £4m is set aside to ensure orderly settlement of the company's contracted liabilities if required. A designated reserve of £0.3m is held for AfC redundancy costs.

Our reserves policy will enable the organisation to navigate difficult market conditions over the next 5 years, ensuring the organisation remains sustainable into the foreseeable future and is able to invest significantly for future growth. Over the next 3 years, we forecast investing £3m from reserves to drive growth.

c. Principal risks and uncertainties

The Workforce Development Trust recognises its obligation to identify and review its exposure to risk. It has agreed strategy and policy documents in place and its risk register is reviewed and monitored by the Governance and Audit Committee on a regular basis with regular reports through to the Board. The key risks identified in 2023/24 were:

- Failure to meet financial plan and achievement of group wide financial targets;
- Cyber-security;
- Delivery of key contracts;
- Competition and reputation; and
- Recruitment and retention of key people.

A series of measures to control, mitigate and minimise the effects of risk are in place, including developing and maintaining a diverse range of products and services and income sources in order to reduce the risk of over reliance on a single source of income and small number of products available for sale.

The company has taken out insurance policies to cover key risks in respect of:

- Employer liability;
- Directors and officers liability;
- Professional indemnity; and
- Combined liability.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

d. Financial review

Total Group incoming resources for the year amounted to £12,095,700 (2023: £10,362,406) and total expenditure £10,271,445 (2023: £10,321,380) resulting in a surplus of £1,824,255 (2023: surplus £41,026).

By far the largest proportion of expenditure related to staffing and overhead costs, which are predominantly fixed. We continue to support and flex our core staff through the use of associates and fixed term contracts in order to meet demand.

As at 30 September 2024 cumulative reserves amounted to £11,510,282.

Structure, governance and management

a. Constitution

The Workforce Development Trust is a company Limited by Guarantee (number 07333911) and is a registered Charity in England (number 1143246) and Scotland (number SC045901). Its governing document is its Memorandum and Articles of Association which was last updated 9 June 2015 and members of the Board of Trustees are also directors of the company in conjunction with the executive directors.

The Workforce Development Trust has two wholly owned trading subsidiaries (2023: two wholly owned trading subsidiaries):

- SFJ Awards Limited (SFJA) - This subsidiary is an awarding body for the Justice Sector. It operates in the UK and overseas. Any profits made by SFJA will be donated back to the Workforce Development Trust under Gift Aid arrangements.
- People 1st International Limited. This subsidiary provides strategic services to the hospitality, retail, travel and aviation sectors from the predecessor body. It operates in the UK and overseas. Any profits made by the subsidiary will be donated back to the Workforce Development Trust under Gift Aid arrangements.

b. Methods of appointment or election of Trustees

The management of the Group and the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association. Often Trustees are recommended by existing Trustees but where necessary the Workforce Development Trust uses search and selection services and open advertising to publicise a Trustee agreed role description and person specification. Irrespective of the source all Trustees go through a rigorous and transparent appointment process prior to formal selection. The People Committee, a subcommittee of the Board, leads this process and makes the necessary recommendations to the full board.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

Structure, governance and management (CONTINUED)

c. Organisational structure and decision-making policies

The management of the company and the group is the responsibility of the Trustees (who are elected and co opted under the terms of the Articles of Association) and the Executive Directors (registered as Directors at Companies House) identified below:

The management of the company and the group is the responsibility of the Trustees (who are elected and co opted under the terms of the Articles of Association) and the Executive Directors (registered as Directors at Companies House) identified below:

- John Rogers Chief Executive
- Christos Lucas Finance Director
- Candace Miller Executive Director - retired 31 October 2024

The Executive Directors meet twice a month and have delegated powers to act on behalf of the Board in accordance with an agreed scheme of delegation.

The day to day management of SFJ Awards is the responsibility of:

- The Group Chief Executive
- Finance Director
- Executive Director

The day to day management of People 1st International is the responsibility of:

- The Group Chief Executive
- Finance Director

The Board has an established sub structure, with agreed terms of reference, comprising:

- Finance and Performance Management Committee
- People Committee
- Governance and Audit Committee

The company has the following established operational committees:

- Executive Management Team
- Senior Management Team
- Performance Executive Committee
- Health and Safety Committee
- Information Security Management Systems Committee

d. Policies adopted for the induction and training of Trustees

The Trustees have continued to review governance arrangements during 2023/24.

The Trustees continue to work within the requirements of adopted policies and procedures for the training and induction of Trustees.

e. Pay policy for senior staff

The remuneration of senior staff is determined by the Board of Trustees on the advice of the People Committee on an annual basis.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

Structure, governance and management (CONTINUED)

f. Related party relationships

The SfJA and People 1st International Limited provide a range of services to the sectors and are all wholly owned subsidiaries of the Workforce Development Trust.

Plans for future periods

Future Developments

Developments during 2024/25 will include:

- Significant investment in new products and services to increase our footprint across the sectors in which the Group operates

The Workforce Development Trust faces a number of key opportunities and challenges which will be addressed during the 2024/25 operational year.

Specifically, our prime objectives in 2024/25 will be to:

- Develop and start to implement our growth strategy in line with our Vision
- Continue to leverage the products, services and brands that we operate across the wider WDT footprint
- Achieve the planned financial results for FY2024/25

Members' liability

The Members of the Company guarantee to contribute an amount not exceeding £1 to the assets of the Company in the event of winding up.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the Company and of their incoming resources and application of resources, including their income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Group and the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable group's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable group's auditors are aware of that information.

Approved by order of the members of the board of Trustees and signed on their behalf by:


J Newman
Chair of Trustees
Date: 8/9/25

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED

OPINION

We have audited the financial statements of The Workforce Development Trust Limited (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 30 September 2024 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Company Balance Sheet, the Consolidated Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Group's and of the parent charitable company's affairs as at 30 September 2024 and of the Group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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 Group's or the parent 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.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

OTHER INFORMATION

The other information comprises the information included in the Annual Report other than the financial statements and our Auditors' Report thereon. The Trustees are responsible for the other information contained within the Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

OPINION 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 for the financial year for which the financial statements are prepared is consistent with the financial statements.
- 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 our 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 Trustees' Report.

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

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company 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.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' Responsibilities Statement, 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 Group's and the parent 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 Group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- we have considered the nature of the industry and sector, control environment and business performance
- we have considered the results of our enquiries of management about their own identification and assessment of the risk of irregularities.
- for any matters identified we have obtained and reviewed documentation of the Companies' policies and procedures relating to:
 - identifying, evaluating, and complying with laws and regulations whether they were aware of any instances of non-compliance;
 - detecting and responding to the risk of fraud and whether they have knowledge of actual, suspected or alleged fraud; and
 - the internal controls established to mitigate the risks of fraud or non-compliance with laws and regulations.
- we have considered the matters discussed among the audit engagement team including the internal tax specialists regarding how and where fraud might occur in the financial statements and potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the following areas:

- revenue recognition cut off

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the Company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Companies Act and tax legislation.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the Companies' ability to operate or to avoid a material penalty. These included data protection regulations, health and safety regulations and employment legislation.

Audit response to risks identified

We identified revenue recognition cut off as a key audit matter related to the potential risk of fraud, our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

- of material misstatement or fraud;
- reading minutes of meetings of those charged with governance and reviewing correspondence with HMRC; and
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

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 Auditors' 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 Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



David Butler FCA DChA (Senior Statutory Auditor)

for and on behalf of

Bishop Fleming LLP

Chartered Accountants

Statutory Auditors

10 Temple Back

Bristol

BS1 6FL

Date:

8th April 2025

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE) ACCOUNT
FOR THE YEAR ENDED 30 SEPTEMBER 2024

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Continuing operations 2024 £	Discontinued operations 2024 £	Total funds 2024 £	Continuing operations 2023 £	Discontinued operations 2023 £	Total funds 2023 £
Income from:									
Donations and legacies	4	-	5,165	5,165	-	5,165	-	-	-
Charitable activities	5	5,058,315	-	5,058,315	-	5,058,315	5,799,334	-	5,799,334
Other trading activities	6	4,442,758	-	4,303,475	139,283	4,442,758	3,572,440	781,767	4,354,207
Investments	7	287,204	-	287,204	-	287,204	208,865	-	208,865
Other income	8	2,302,258	-	-	2,302,258	2,302,258	-	-	-
Total income		12,090,535	5,165	9,654,159	2,441,541	12,095,700	9,580,639	781,767	10,362,406
Expenditure on:									
Raising funds		3,453,276	-	3,453,276	-	3,453,276	3,990,101	-	3,990,101
Charitable activities		6,818,169	-	6,590,338	227,831	6,818,169	5,597,998	733,281	6,331,279
Total expenditure		10,271,445	-	10,043,614	227,831	10,271,445	9,588,099	733,281	10,321,380
Net movement in funds		1,819,090	5,165	(389,455)	2,213,710	1,824,255	(7,460)	48,486	41,026
Reconciliation of funds:									
Total funds brought forward		9,686,027	-	9,686,027	-	9,686,027	9,645,001	-	9,645,001
Net movement in funds		1,819,090	5,165	(389,455)	2,213,710	1,824,255	(7,460)	48,486	41,026
Total funds carried forward		11,505,117	5,165	9,296,572	2,213,710	11,510,282	9,637,541	48,486	9,686,027

The notes on pages 19 to 39 form part of these financial statements.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:07333911

CONSOLIDATED BALANCE SHEET
AS AT 30 SEPTEMBER 2024

	Note	2024 £	2023 £
Fixed assets			
Intangible assets	13	158,025	330,791
Tangible assets	14	1,772,216	1,792,666
Investments	16	437,500	-
Investment property	15	484,716	484,716
		<u>2,852,457</u>	<u>2,608,173</u>
Current assets			
Debtors	17	2,676,307	1,882,309
Cash at bank and in hand		7,558,013	7,350,879
		<u>10,234,320</u>	<u>9,233,188</u>
Creditors: amounts falling due within one year	18	(1,576,495)	(2,155,334)
Net current assets		<u>8,657,825</u>	<u>7,077,854</u>
Total net assets		<u><u>11,510,282</u></u>	<u><u>9,686,027</u></u>
Charity funds			
Restricted funds:			
Restricted funds	20	5,165	-
Unrestricted funds			
Designated funds	20	300,469	667,000
General funds	20	11,204,648	9,019,027
		<u>11,505,117</u>	<u>9,686,027</u>
Total funds		<u><u>11,510,282</u></u>	<u><u>9,686,027</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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


J Newman
Chair of Trustees
Date: 8/4/25

The notes on pages 19 to 39 form part of these financial statements.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:07333911

COMPANY STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 30 SEPTEMBER 2024

	Note	2024 £	2023 £
Fixed assets			
Intangible assets	13	147,982	300,661
Tangible assets	14	1,764,766	1,789,666
Investments	16	437,502	2
Investment property	15	484,716	484,716
		<u>2,834,966</u>	<u>2,575,045</u>
Current assets			
Debtors	17	3,927,938	3,101,145
Cash at bank and in hand		7,487,044	7,233,977
		<u>11,414,982</u>	<u>10,335,122</u>
Creditors: amounts falling due within one year	18	(1,372,369)	(1,829,794)
Net current assets		<u>10,042,613</u>	<u>8,505,328</u>
Total net assets		<u><u>12,877,579</u></u>	<u><u>11,080,373</u></u>
Charity funds			
Restricted funds:			
Restricted funds	20	5,165	-
Unrestricted funds			
Designated funds	20	300,469	667,000
General funds	20	12,571,945	10,413,373
		<u></u>	<u></u>
Total unrestricted funds	20	12,872,414	11,080,373
Total funds		<u><u>12,877,579</u></u>	<u><u>11,080,373</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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



J Newman

Chair of Trustees

Date: 5/4/25

The notes on pages 19 to 39 form part of these financial statements.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

	2024 £	2023 £
Cash flows from operating activities		
Net cash used in operating activities	(725,092)	(425,296)
Cash flows from investing activities		
Interest received	287,204	208,865
Proceeds from the sale of operations	839,732	-
Purchase of intangible assets	(120,631)	(47,602)
Purchase of tangible fixed assets	(74,079)	(24,786)
Net cash provided by investing activities	932,226	136,477
Change in cash and cash equivalents in the year	207,134	(288,819)
Cash and cash equivalents at the beginning of the year	7,350,879	7,639,698
Cash and cash equivalents at the end of the year	7,558,013	7,350,879

The notes on pages 19 to 39 form part of these financial statements

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

1. GENERAL INFORMATION

The Workforce Development Trust Limited is a charitable company incorporated in England and Wales. The registered office is Vertigo, Cheese Lane, Bristol, BS2 0JJ.

2. ACCOUNTING POLICIES

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Workforce Development Trust Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the Company and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Company has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of Financial Activities in these financial statements.

2.2 COMPANY STATUS

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

2.3 GOING CONCERN

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The Trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

The Trustees have assessed the current trading conditions and the financial forecasts, and have considered alternative scenarios. Under all scenarios reviewed the Group has sufficient reserves to enable it to continue as a going concern. For this reason it continues to adopt the going concern basis in preparing the financial statements.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

2. ACCOUNTING POLICIES (continued)

2.4 INCOME

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Grants received are recognised in the Statement of Financial Activities as voluntary income and classified as restricted or unrestricted depending on the terms attached to them.

Income on long term contracts is recognised in the Statement of Financial Activities to reflect the proportion of work carried out up to the year end.

Where incoming resources are received in advance they are deferred to the period to which they relate. An analysis of the movement on deferred income is included in note 16.

Grants are included in the Consolidated Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.5 EXPENDITURE

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

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

2.6 BASIS OF CONSOLIDATION

The financial statements consolidate the accounts of the Workforce Development Trust Limited and all of its subsidiary undertakings ('subsidiaries').

The company has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its own Income and expenditure account.

The income and expenditure account for the year dealt with in the accounts of the company was £1,621,292 surplus (2023: £42,309 surplus).

2.7 INTEREST RECEIVABLE

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

2. ACCOUNTING POLICIES (continued)

2.8 FOREIGN CURRENCIES

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at rates of exchange ruling at the reporting date.

Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction.

Exchange gains and losses are recognised in the Consolidated Statement of Financial Activities.

2.9 INTANGIBLE ASSETS

Development costs are capitalised within intangible assets where they can be identified with a specific product or project anticipated to produce future benefits, and are amortised on the straight line basis over the anticipated life of the benefits arising from the completed product or project.

Deferred research and development costs are reviewed annually, and where future benefits are deemed to have ceased or to be in doubt, the balance of any related research and development is written off to the Statement of Financial Activities.

2.10 TANGIBLE FIXED ASSETS AND DEPRECIATION

A capitalised fixed asset is property, such as land buildings and/or equipment with a cost or value equal to or greater than £5,000 at the date of acquisition and which has an expected useful life in excess of one year. Capitalised fixed assets are acquired for the use in normal operations and are not under normal circumstances acquired for resale. All fixed assets are entered into the financial ledger for inventory and financial reporting purposes.

Assets costing less than £5,000 are accounted for in the financial year of purchase and are therefore not capitalised.

Costs to keep as fixed asset in its normal operating condition that do not extend the original useful life of the asset will not be capitalised. These costs are expenses as repairs and maintenance during the year in which they are incurred.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	- straight line over 50 years
Short-term leasehold	- straight line over 5 years, or life of lease if
improvement works	shorter
Fixtures and fittings	- straight line over 5 years
Office equipment	- straight line over 4-5 years

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

2. ACCOUNTING POLICIES (continued)

2.11 INVESTMENTS

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Consolidated Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

Investments held as fixed assets are shown at cost less provision for impairment.

2.12 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.13 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.14 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated Statement of Financial Activities as a finance cost.

2.15 FINANCIAL INSTRUMENTS

The Group 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.16 OPERATING LEASES

Rentals paid under operating leases are charged to the Consolidated Statement of Financial Activities on a straight line basis over the lease term.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

2. ACCOUNTING POLICIES (continued)

2.17 PENSIONS

The Group operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Group to the fund in respect of the year.

The company operates a defined benefits pension scheme. The scheme is a multi-employer scheme where it is not possible, in the normal course of events, to identify on a consistent and reasonable basis, the share of underlying assets and liabilities belonging to individual participating employers. Therefore, as required by FRS102, the company accounts for this scheme as if it was a defined contribution scheme. The amount charged to the Statement of Financial Activities represents contributions payable to the scheme in respect of the accounting period.

2.18 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

3. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means the actual outcomes could differ from those estimates.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

Accrued and deferred income from long term contracts:

Long term contract balances are valued based on the stage of completion of the contract at the year end by reference to the costs incurred to year end and the total expected costs of the contract.

Where a contract is expected to be loss making, the balance is written down to the expected recoverable amount at the year end.

Operating lease commitments:

The company has entered into commercial property leases as a lessee for the use of property and equipment. The classification of such leases as operating or finance lease requires the company to determine, based on an evaluation of the terms and conditions of the arrangements, whether it retains or acquires the significant risks and rewards of ownership of these assets and accordingly whether the lease requires an asset and liability to be recognised in the Statement of Financial Position.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

4. INCOME FROM DONATIONS AND LEGACIES

	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Grants	5,165	5,165	-

5. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Education and training	5,058,315	5,058,315	5,799,334
TOTAL 2023	5,799,334	5,799,334	

6. INCOME FROM OTHER TRADING ACTIVITIES

Income from fundraising events

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Completion	1,943,829	1,943,829	1,207,881
Consultancy	995,575	995,575	1,243,104
Registrations	1,189,353	1,189,353	1,475,998
Other	314,001	314,001	427,224
	4,442,758	4,442,758	4,354,207
TOTAL 2023	4,354,207	4,354,207	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

7. INVESTMENT INCOME

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Investment income	287,204	287,204	208,865
	<u>287,204</u>	<u>287,204</u>	
TOTAL 2023	208,865	208,865	
	<u>208,865</u>	<u>208,865</u>	

8. OTHER INCOMING RESOURCES

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Profit from the sale of operations	2,302,258	2,302,258	-
	<u>2,302,258</u>	<u>2,302,258</u>	

9. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £	Total funds 2023 £
Education and training	4,594,721	2,223,448	6,818,169	6,331,279
	<u>4,594,721</u>	<u>2,223,448</u>	<u>6,818,169</u>	
TOTAL 2023	4,030,638	2,300,641	6,331,279	
	<u>4,030,638</u>	<u>2,300,641</u>	<u>6,331,279</u>	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

9. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF DIRECT COSTS

	Education and Training 2024 £	Total funds 2024 £	Total funds 2023 £
Staff costs	3,275,583	3,275,583	3,137,043
Depreciation	173,972	173,972	398,388
Consultancy	912,988	912,988	303,395
Bad debt provision	12,665	12,665	7,812
Travel and subsistence	88,507	88,507	98,230
Subscriptions	36,938	36,938	27,544
Apprenticeships	95,740	95,740	55,718
VAT adjustments	(1,346)	(1,346)	1,530
Difference on foreign exchange	(326)	(326)	978
	4,594,721	4,594,721	4,030,638
TOTAL 2023	4,030,638	4,030,638	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

9. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF SUPPORT COSTS

	Education and Training 2024 £	Total funds 2024 £	Total funds 2023 £
Staff costs	931,551	931,551	1,259,021
Insurance	75,919	75,919	71,817
Bank charges	9,380	9,380	7,683
Office costs	28,007	28,007	38,324
Staff recruitment	60,283	60,283	104,407
Agency and other staff costs	116,507	116,507	5,710
Professional fees	11,787	11,787	15,578
Premises costs	132,984	132,984	122,606
Computer costs	642,824	642,824	542,981
Travel and subsistence	23,545	23,545	13,745
Advertising and promotion	166,422	166,422	93,269
Governance costs	24,239	24,239	25,500
	<u>2,223,448</u>	<u>2,223,448</u>	<u>2,300,641</u>
TOTAL 2023	<u>2,300,641</u>	<u>2,300,641</u>	

10. NET INCOMING RESOURCES/(RESOURCES EXPENDED)

This is stated after charging:

	2024 £	2023 £
Depreciation of tangible fixed assets	94,529	99,878
Amortisation of intangible fixed assets	100,655	352,548
Auditors remuneration	26,020	23,500
Operating lease rentals	20,750	20,750

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
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11. STAFF COSTS

	Group 2024 £	Group 2023 £	Company 2024 £	Company 2023 £
Wages and salaries	5,543,398	5,475,970	3,601,459	3,746,379
Social security costs	404,422	419,274	404,422	419,274
Contribution to defined contribution pension schemes	220,754	236,572	220,754	236,572
	6,168,574	6,131,816	4,226,635	4,402,225

The average number of persons employed by the Company during the year was as follows:

	Group 2024 No.	Group 2023 No.
Operational Staff	103	110

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

	Group 2024 No.	Group 2023 No.
In the band £60,001 - £70,000	8	8
In the band £70,001 - £80,000	5	3
In the band £80,001 - £90,000	2	4
In the band £90,001 - £100,000	1	2
In the band £100,001 - £110,000	2	-
In the band £140,001 - £150,000	1	1

Total termination payments amounted to £101,500 in the year (2023: £Nil).

The key management personnel comprise the Trustees and the Senior Management Team. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services was £635,581 (2023: £714,952).

12. TRUSTEES' REMUNERATION AND EXPENSES

In line with the provision in the governing document of the charity; the post of Chair is a remunerated position; and the Chief Executive only receives remuneration in respect of services provided undertaking the role of Chief Executive, finance and learning services and consultancy, and not in respect of services as a Trustee. Other Trustees have received payments from the charity in respect of their roles as Trustees, these Trustees will receive remuneration until their current term of office comes to an end. The value of Trustees remuneration, including employers pension costs, for the year was as follows; J Newman (Chair) £29,673 (2023: £29,691), J Rogers (Chief Executive) £222,312 (2023: £167,824).

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
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13. INTANGIBLE ASSETS

GROUP

	Develop- ment £	Goodwill £	Total £
COST			
At 1 October 2023	2,113,323	370,883	2,484,206
Additions	67,823	52,808	120,631
Disposals	(1,403,992)	-	(1,403,992)
At 30 September 2024	777,154	423,691	1,200,845
AMORTISATION			
At 1 October 2023	1,812,662	340,753	2,153,415
Charge for the year	47,526	20,087	67,613
On disposals	(1,178,208)	-	(1,178,208)
At 30 September 2024	681,980	360,840	1,042,820
NET BOOK VALUE			
At 30 September 2024	95,174	62,851	158,025
At 30 September 2023	300,661	30,130	330,791

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
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13. INTANGIBLE ASSETS (CONTINUED)

COMPANY

	Develop- ment £	Goodwill £	Total £
COST			
At 1 October 2023	2,095,563	-	2,095,563
Additions	67,823	52,808	120,631
Disposals	(1,403,992)	-	(1,403,992)
At 30 September 2024	759,394	52,808	812,202
AMORTISATION			
At 1 October 2023	1,794,902	-	1,794,902
Charge for the year	47,526	-	47,526
On disposals	(1,178,208)	-	(1,178,208)
At 30 September 2024	664,220	-	664,220
NET BOOK VALUE			
At 30 September 2024	95,174	52,808	147,982
At 30 September 2023	300,661	-	300,661

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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14. TANGIBLE FIXED ASSETS

GROUP AND COMPANY

	Freehold property £	Short-term leasehold property £	Fixtures and fittings £	Office equipment £	Total £
COST OR VALUATION					
At 1 October 2023	1,653,469	120,057	164,703	495,306	2,433,535
Additions	26,775	-	16,023	31,281	74,079
At 30 September 2024	1,680,244	120,057	180,726	526,587	2,507,614
DEPRECIATION					
At 1 October 2023	40,206	120,057	64,630	415,976	640,869
Charge for the year	19,650	-	28,312	46,567	94,529
At 30 September 2024	59,856	120,057	92,942	462,543	735,398
NET BOOK VALUE					
At 30 September 2024	1,620,388	-	87,784	64,044	1,772,216
At 30 September 2023	1,613,263	-	100,073	79,330	1,792,666

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

15. INVESTMENT PROPERTY

GROUP AND COMPANY

**Freehold
investment
property
£**

VALUATION

At 1 October 2023

484,716

At 30 September 2024

484,716

16. FIXED ASSET INVESTMENTS

**Unlisted
investments
£**

GROUP

COST OR VALUATION

Additions

437,500

AT 30 SEPTEMBER 2024

437,500

NET BOOK VALUE

AT 30 SEPTEMBER 2024

437,500

COMPANY

Shares in group undertakings £	Unlisted investments £	Total £
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COST OR VALUATION

At 1 October 2023

2	-	2
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Additions

-	437,500	437,500
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AT 30 SEPTEMBER 2024

2	437,500	437,502
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NET BOOK VALUE

AT 30 SEPTEMBER 2024

2	437,500	437,502
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AT 30 SEPTEMBER 2023

2	-	2
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THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

16. FIXED ASSET INVESTMENTS (CONTINUED)

On 12 December 2023, the trust acquired 137,578 ordinary shares in Lantum Limited (07529895) representing an 1.75% shareholding. The shares have been valued at £437,500 on acquisition.

There was no change to the fair value of the shares at the balance sheet date.

17. DEBTORS

	Group 2024 £	Group 2023 £	Company 2024 £	Company 2023 £
DUE WITHIN ONE YEAR				
Trade debtors	998,958	1,152,601	327,811	430,189
Amounts owed by group undertakings	-	-	2,033,376	2,068,540
Other debtors	1,053,502	907	1,052,557	-
Prepayments and accrued income	623,847	728,801	514,194	602,416
	2,676,307	1,882,309	3,927,938	3,101,145

18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group 2024 £	Group 2023 £	Company 2024 £	Company 2023 £
Trade creditors	223,549	346,147	110,810	215,961
Amounts owed to group undertakings	-	-	297	-
Other taxation and social security	266,898	222,589	266,898	222,589
Other creditors	97,961	100,636	97,961	100,636
Accruals and deferred income	988,087	1,485,962	896,403	1,290,608
	1,576,495	2,155,334	1,372,369	1,829,794

	Group 2024 £	Group 2023 £	Company 2024 £	Company 2023 £
Deferred income at 1 October 2023	1,315,492	1,849,671	1,183,212	1,701,197
Resources deferred during the year	676,579	1,315,492	636,351	1,183,212
Amounts released from previous periods	(1,315,492)	(1,849,671)	(1,183,212)	(1,701,197)
	676,579	1,315,492	636,351	1,183,212

At the balance sheet date the group was holding funds received in advance for projects spanning the year end. Income has been included in the SOFA to represent the stage of completion of these projects and the excess has been deferred as appropriate.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

19. DISCONTINUED OPERATIONS

On 12 December 2023, the trust sold the rostering business operations to Lantum Limited (Company Number: 07529895) for total consideration valued at £3.45m. The proceeds include cash and shares within the acquiring company.

The sale generated a profit of £2.3m which has been treated as other incoming resources in the Statement of Financial Activities.

The income and expenditure relating to the rostering business has been classed as discontinued operations in the Statement of Financial Activities.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
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20. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 October 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2024 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Future staff liabilities	667,000	-	-	(366,531)	300,469
GENERAL FUNDS					
General Funds	9,019,027	12,090,535	(10,271,445)	366,531	11,204,648
TOTAL UNRESTRICTED FUNDS	9,686,027	12,090,535	(10,271,445)	-	11,505,117
RESTRICTED FUNDS					
Solar Panel Grant	-	5,165	-	-	5,165
TOTAL OF FUNDS	9,686,027	12,095,700	(10,271,445)	-	11,510,282

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

20. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 October 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2023 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Future staff liabilities	617,575	-	-	49,425	667,000
GENERAL FUNDS					
General Funds	9,027,426	10,362,406	(10,321,380)	(49,425)	9,019,027
TOTAL UNRESTRICTED FUNDS	9,645,001	10,362,406	(10,321,380)	-	9,686,027

DESIGNATED FUNDS

This fund has built up prior to and on transition to cover potential future staff liabilities arising from the TUPE of staff from Skills for Health. Following staff changes since 2013, a significant proportion of this fund was released to leave a balance reflective of the current estimate of potential future staff liabilities in relation to those individuals.

21. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT PERIOD

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	1,767,051	5,165	1,772,216
Intangible fixed assets	158,025	-	158,025
Fixed asset investments	437,500	-	437,500
Investment property	484,716	-	484,716
Current assets	10,234,320	-	10,234,320
Creditors due within one year	(1,576,495)	-	(1,576,495)
TOTAL	11,505,117	5,165	11,510,282

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21. ANALYSIS OF NET ASSETS BETWEEN FUNDS (CONTINUED)

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR PERIOD

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	1,792,666	-	1,792,666
Intangible fixed assets	330,791	-	330,791
Investment property	484,716	-	484,716
Current assets	9,233,188	-	9,233,188
Creditors due within one year	(2,155,334)	-	(2,155,334)
TOTAL	9,686,027	-	9,686,027

22. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Group 2024 £	Group 2023 £
Net income for the period (as per Statement of Financial Activities)	1,824,255	41,026
ADJUSTMENTS FOR:		
Depreciation charges	94,529	99,878
Amortisation charges	133,697	352,548
Dividends, interests and rents from investments	(287,204)	(208,865)
Profit from the sale of operations	(2,302,258)	-
Decrease in debtors	118,940	20,226
Decrease in creditors	(307,051)	(730,392)
NET CASH USED IN OPERATING ACTIVITIES	(725,092)	(425,579)

23. ANALYSIS OF CASH AND CASH EQUIVALENTS

	Group 2024 £	Group 2023 £
Cash in hand	7,558,013	7,350,879
TOTAL CASH AND CASH EQUIVALENTS	7,558,013	7,350,879

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

24. ANALYSIS OF CHANGES IN NET DEBT

	At 1 October 2023	Cash flows	At 30 September 2024
	£	£	£
Cash at bank and in hand	7,350,879	207,134	7,558,013
	<u>7,350,879</u>	<u>207,134</u>	<u>7,558,013</u>

25. CONTINGENT ASSET

The Trust has recognised a contingent asset at 30 September 2024, for the contingent consideration from the sale of the rostering division occurring on 12 December 2023. This consideration is made up of a maximum of £875,000 cash and shares to the value of £312,500.

Receipt of part or all of this contingent consideration is dependent on the proportion of customer contracts retained by the division under new ownership. The Trust estimates that the consideration would amount to a total value of £1,052,557.

26. PENSION COMMITMENTS

The company's employees belong to three principal pension schemes. The NHS pension scheme for eligible staff which is a defined benefit scheme. Staff are offered a defined contributions scheme administered by the National Employment Savings Trust. An Aviva pension scheme was brought in during the year ended 30 September 2015 on transfer from JSSC.

NHS Scheme

Only NHS employees TUPE'd over from the University Hospitals Bristol NHS Trust belong to the NHS scheme, which is a multi-employer defined benefit pension scheme. As the company is unable to identify its share of the assets and liabilities of the scheme on a consistent and reliable basis, the scheme is treated by the company as if it were a defined contribution scheme, in accordance with Section 28 of FRS 102.

The pension cost charge represents contributions payable by the company to the scheme and amounted to £52,077 (2023: £46,398). Contributions totalling £8,242 (2023: £11,149) were payable to the scheme at the balance sheet date and are included in creditors

Defined Contribution Schemes

The assets of these schemes are held separately from those of the company independently administered funds. The pension cost charge represents contributions payable by the company to the funds and amounted to £258,886, two funds (2023: £397,331, two funds). Contributions totalling £38,926 (2023: £37,525) were payable to the funds at the balance sheet date and are included in creditors.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

27. OPERATING LEASE COMMITMENTS

At 30 September 2024 the Group and the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Group 2024 £	Group 2023 £	Company 2024 £	Company 2023 £
Not later than 1 year	15,562	20,750	15,562	20,750
Later than 1 year and not later than 5 years	-	15,562	-	15,562
	15,562	36,312	15,562	36,312

28. RELATED PARTY TRANSACTIONS

The Workforce Development Trust Limited is claiming the exemption under FRS 102 Section 33 not to disclose transactions with wholly owned subsidiaries.

29. POST BALANCE SHEET EVENTS

On 31 March 2025, the Company acquired 100% of the share capital of I-Can Qualifications Ltd (ICQ). The transaction, factoring in initial and contingent consideration, is expected to generate around £3m in goodwill. ICQ offers the Group the potential to expand its reach, operating in new market segments, and increase its impact.

30. PRINCIPAL SUBSIDIARIES

The following were subsidiary undertakings of the Company:

Names	Company number	Equity shareholding %	Basis of control
SFJ Awards Limited	06926458	100%	Fully owned and controlled
People 1st International Limited	11332207	100%	Fully owned and controlled

The financial results of the subsidiaries for the year were:

Names	Income £	Expenditure £	Profit/(Loss) for the year £	Net assets/(net liabilities) £
SFJ Awards Limited	3,206,934	(2,973,761)	233,173	1
People 1st International Limited	1,235,824	(1,201,075)	34,749	(1,367,300)

THE WORKFORCE DEVELOPMENT TRUST LIMITED

England & Wales - Charity number 1143246

Accounts

Registered number: 07333911
Charity number: 1143246 & SC045901

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 SEPTEMBER 2023



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THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

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THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

Trustees	J Newman, Chair of Trustees I F MacDonald, Non-Executive Director (resigned 16 December 2022) J Rogers, Chief Executive A Malhotra, Non-Executive Director D Langton, Non-Executive Director E Bannerman, Non-Executive Director K A Fraser, Non-Executive Director N L McKenna, Non-Executive Director R Hill, Non-Executive Director L Winward, Non-Executive Director J Abboud, Non-Executive Director S L Munro, Non-Executive Director J G Restell, Non-Executive Director
Company registered number	07333911
Charity registered number	1143246 & SC045901
Registered office	Vertigo Cheese Lane Bristol BS2 0JJ
Chief executive officer	J Rogers
Independent auditors	Bishop Fleming LLP Chartered Accountants Statutory Auditors 10 Temple Back Bristol BS1 6FL
Bankers	HSBC Bank PLC Cabot Circus Bristol BS1 3BA
Solicitors	TLT LLP 1 Redcliff Street Bristol BS1 6TP

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**FOREWORD
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

We are pleased to present our annual report together with the audited consolidated financial statements of the Workforce Development Trust Limited ("the Group") for the year ended 30 September 2023.

This year, the Group reported income of £10,362,406, with a surplus of £41,026 for the year (2022: surplus of £704,793). This financial health allows us to reinvest in enhancing our service offerings.

During the year, the Group has aided 138,000 individuals to improve their skills and supported over 770 organisations operating in our sectors. Highlights include:

- Development of 15 new apprenticeship standards for the health sector. These apprenticeship standards are set to attract around 1,000 new starts a year and will underpin the NHS Long Term Workforce Plan. Our Health Apprenticeship Service Online (HASO) alone attracted more than 360,000 views and 90,000 downloads in the year.
- Development of the Peer Worker apprenticeship standard to allow those who have experienced health or social problems to move into employment and provide peer support and trauma informed care to thousands of service users experiencing similar challenges.
- Delivery of 1,257 End-Point Assessments for apprentices working in public services, ensuring that staff working in these challenging roles are equipped with the skills, knowledge and behaviours to deliver crucial frontline services.
- Delivery of over 850,000 statutory and mandatory training courses to over 100,000 medical professionals.
- Our Health Heroes Awards were again hugely successful and widely supported in their seventh year, recognising the exceptional contributions and pivotal roles of apprentices and the wider support workforce.
- 94% of NHS Trusts in England and Wales, accounting for approximately 1.19 million employees, have declared alignment to the Core Skills Training Framework, giving them confidence in the content of their statutory and mandatory training, facilitating employees to passport their skills across the system.
- We have supported sector skills bodies to improve technical vocational education and training systems in Serbia, Belize and Georgia, developing sustainable strategies that strengthen the linkage between government, education and industry. Transforming workforce skills through training over 3,400 participants in our WorldHost programme.
- The enhancement of 225 Probation Officers' skills to become Trainee Practice Tutor Assessors, facilitating the qualification process for new Probation Officers and contributing to an increase of 863 Probation Officers in service.
- Our eRostering solutions have been used to generate more than 10,000 rota patterns and have helped over 30,000 doctors in the safe management of shift schedules.
- Our Inspire Justice Awards celebrated the dedication of the broader justice workforce that ensures the smooth operation of our criminal justice system at the QE II Conference Centre. Award winners were joined by senior figures across the sector and congratulated by the Lord Chancellor and Secretary of State for Justice. The inauguration of the Inspire Justice Awards, celebrating the dedication of the broader justice workforce that ensures the smooth operation of our criminal justice system.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

FOREWORD (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2023

Internally we have remained committed to fostering a unified culture across the Group, enabling us to deliver high quality services and support to all the sectors in which we operate. Recognising our strong financial position, the Trustees have committed to a growth strategy from 2023/24 to broaden the impact of the excellent work being delivered across the Group.

After the end of the year, we strategically divested our eRostering division to concentrate on our core objective of improving lives through better skills and better jobs delivering better services. This has bolstered the Group's already solid foundations, empowering us to further invest in the enhancement and expansion of support we can provide to employers and employees that deliver their vital services.



Jeremy Newman
Chair

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

The Trustees present their annual report together with the audited financial statements of the Company for the 1 October 2022 to 30 September 2023. The Annual Report serves the purposes of both a Trustees' Report and a directors' Report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Objectives and activities

a. Policies and objectives

To support the development and effective use of workforce skills to provide services for public benefit by, but not limited to:

- Promoting and advancing workforce education, training and skills through the development of frameworks, capabilities, competences, knowledge and qualifications
- Improving the design and implementation of workforce development practices and policies through research, analysis and the provision of insights and expertise
- Providing integrated learning, accreditation and digital solutions that increase the effectiveness of workforce skills development, deployment and management
- Undertaking and assisting in the identification, design and recognition of continuing professional development for individuals and teams

As the UK wide Sector Skills Council for Health and Justice, licensed by the UK Government, the company holds a unique place in these sectors. It is our aim to contribute to the preservation and protection of good health in the United Kingdom by contributing to the strategic development and improvement of the health sector workforce and advancing the education, training and skills of that workforce for the public benefit.

The company will continue to undertake work of this sort to the benefit of the public for the foreseeable future.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

The company's overarching strategy continues to be to develop a self-sustaining business model via the provision of a range of products and services to the health and justice sectors that create a better skilled and flexible workforce.

c. Activities undertaken to achieve objectives

During the year ended 30 September 2023 the company has continued to pursue its strategic aims through activities that have included:

- Supported over 138 individuals to improve their skills.
- Developed and reviewed over 180 qualifications and frameworks.
- Supported more than 770 organisations to transform approaches to workforce development and implement effective learning strategies and solutions.
- Surveyed over 5,000 individuals to establish skills and workforce needs.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

Achievements and performance

a. Review of activities

All activities are geared towards our vision of organisations "Improving lives through Better skills and Better jobs delivering Better services."

Strategic and operational plans are approved by the Executive Team and our Board. Performance KPIs against objectives are systematically monitored and reviewed regularly at all levels. Specific projects are also evaluated and assessed for impact. Performance, financial management and planning are combined with robust risk management. The Board and Executive Team also periodically assess their own performance.

Once again during 2022/23 the organisation has substantially achieved its objectives as set out in the operational plan.

b. Factors relevant to achieve objectives

The Board continues to function effectively and currently meets five times per year with a number of strategic development activities factored in. It has established robust finance, contracting, personnel and IT systems and recognises the need to secure the future through a sustainable business model.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

Financial review

a. Going concern

The forecast for the following two financial years (FY23/24 and FY24/25) are for surpluses of £282k and £561k respectively. The cashflow projections estimate that cash reserves will increase by ~£1m over the following twelve months, with further positive net cash inflows to follow thereafter.

On the basis of the level of existing reserves and forecast increases to those reserves over the next two years, we believe that The Workforce Development Trust Limited is and will continue to be a going concern for the foreseeable future and therefore consider the going concern basis to be appropriate. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

At 30 September 2023, the Workforce Development Trust holds cash reserves of £7.4m and balance sheet reserves of £9.7m. Of the balance sheet reserves, £4.5m is set aside as the Designated Reserve to ensure orderly settlement of the company's contracted liabilities if required. This comprises £0.6m in respect of AfC redundancy costs, £2.9m estimated running costs for six months and £1.0m as contingency.

Our reserves policy will enable the organisation to navigate difficult market conditions over the next 5 years and ensure that the organisation is sustainable into the foreseeable future.

c. Principal risks and uncertainties

The Workforce Development Trust recognises its obligation to identify and review its exposure to risk. It has agreed strategy and policy documents in place and its risk register is reviewed and monitored by the Governance and Audit Committee on a regular basis with regular reports through to the Board. The key risks identified in 2022/23 were:

- Failure to meet financial plan and achievement of group wide financial targets;
- Cyber-security;
- Delivery of key contracts;
- Competition and reputation; and
- Recruitment and retention of key people.

A series of measures to control, mitigate and minimise the effects of risk are in place, including developing and maintaining a diverse range of products and services and income sources in order to reduce the risk of over reliance on a single source of income and small number of products available for sale.

The company has taken out insurance policies to cover key risks in respect of:

- Employer liability;
- Directors and officers liability;
- Professional indemnity; and
- Combined liability.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

d. Financial review

Total Group incoming resources for the year amounted to £10,362,406 (2022: £11,349,812) and total expenditure £10,321,380 (2022: £10,645,019) resulting in a surplus of £41,026 (2022: surplus £704,793).

By far the largest proportion of expenditure related to staffing and overhead costs, which are predominantly fixed. We continue to support and flex our core staff through the use of associates and fixed term contracts in order to meet demand.

As at 30 September 2023 cumulative reserves amounted to £9,686,027.

Structure, governance and management

a. Constitution

The Workforce Development Trust is a company Limited by Guarantee (number 07333911) and is a registered Charity in England (number 1143246) and Scotland (number SC045901). Its governing document is its Memorandum and Articles of Association which was last updated 9 June 2015 and members of the Board of Trustees are also directors of the company in conjunction with the executive directors.

The Workforce Development Trust has two wholly owned trading subsidiaries (2022: three wholly owned trading subsidiaries):

- SFJ Awards Limited (SFJA) - This subsidiary is an awarding body for the Justice Sector. It operates in the UK and overseas. Any profits made by SFJA will be donated back to the Workforce Development Trust under Gift Aid arrangements.
- People 1st International Limited. This subsidiary provides strategic services to the hospitality, retail, travel and aviation sectors from the predecessor body. It operates in the UK and overseas. Any profits made by the subsidiary will be donated back to the Workforce Development Trust under Gift Aid arrangements.

b. Methods of appointment or election of Trustees

The management of the Group and the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association. Often Trustees are recommended by existing Trustees but where necessary the Workforce Development Trust uses search and selection services and open advertising to publicise a Trustee agreed role description and person specification. Irrespective of the source all Trustees go through a rigorous and transparent appointment process prior to formal selection. The People Committee, a subcommittee of the Board, leads this process and makes the necessary recommendations to the full board.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

Structure, governance and management (CONTINUED)

c. Organisational structure and decision-making policies

The management of the company and the group is the responsibility of the Trustees (who are elected and co-opted under the terms of the Articles of Association) and the Executive Directors (registered as Directors at Companies House) identified below:

The management of the company and the group is the responsibility of the Trustees (who are elected and co-opted under the terms of the Articles of Association) and the Executive Directors (registered as Directors at Companies House) identified below:

- John Rogers Chief Executive
- Christos Lucas Finance Director
- Candace Miller Executive Director

The Executive Directors meet twice a month and have delegated powers to act on behalf of the Board in accordance with an agreed scheme of delegation.

The day to day management of SFJ Awards is the responsibility of:

- The Group Chief Executive
- Finance Director
- Executive Director

The day to day management of People 1st International is the responsibility of:

- The Group Chief Executive
- Finance Director

The Board has an established sub structure, with agreed terms of reference, comprising:

- Finance and Performance Management Committee
- People Committee
- Governance and Audit Committee

The company has the following established operational committees:

- Executive Management Team
- Senior Management Team
- Performance Executive Committee
- Health and Safety Committee
- Information Security Management Systems Committee

d. Policies adopted for the induction and training of Trustees

The Trustees have continued to review governance arrangements during 2022/23.

The Trustees continue to work within the requirements of adopted policies and procedures for the training and induction of Trustees.

e. Pay policy for senior staff

The remuneration of senior staff is determined by the Board of Trustees on the advice of the People Committee on an annual basis.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

Structure, governance and management (CONTINUED)

f. Related party relationships

The SfJA and People 1st International Limited provide a range of services to the sectors and are all wholly owned subsidiaries of the Workforce Development Trust.

Plans for future periods

Future Developments

Developments during 2023/24 will include:

- Leveraging our products, services and brands across our wider footprint; and
- Continued investment in and diversifying the markets for our range of products and services.

The Workforce Development Trust faces a number of key opportunities and challenges which will be addressed during the 2023/24 operational year.

Specifically, our prime objectives in 2023/24 will be to:

- Develop and start to implement our growth strategy in line with our Vision
- Continue to leverage the products, services and brands that we operate across the wider WDT footprint
- Achieve the planned financial results for FY2023/24.

Members' liability

The Members of the Company guarantee to contribute an amount not exceeding £1 to the assets of the Company in the event of winding up.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the Company and of their incoming resources and application of resources, including their income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Group and the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable group's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable group's auditors are aware of that information.

Approved by order of the members of the board of Trustees and signed on their behalf by:



J Newman
Chair of Trustees

Date: 19/3/24

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED

OPINION

We have audited the financial statements of The Workforce Development Trust Limited (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 30 September 2023 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Company Balance Sheet, the Consolidated Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Group's and of the parent charitable company's affairs as at 30 September 2023 and of the Group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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 Group's or the parent 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.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

OTHER INFORMATION

The other information comprises the information included in the Annual Report other than the financial statements and our Auditors' Report thereon. The Trustees are responsible for the other information contained within the Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

OPINION 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 for the financial year for which the financial statements are prepared is consistent with the financial statements.
- 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 our 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 Trustees' Report.

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

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company 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.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' Responsibilities Statement, 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 Group's and the parent 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 Group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

IDENTIFYING AND ASSESSING POTENTIAL RISKS RELATED TO IRREGULARITIES

- we have considered the nature of the industry and sector, control environment and business performance
- we have considered the results of our enquiries of management about their own identification and assessment of the risk of irregularities.
- for any matters identified we have obtained and reviewed documentation of the Companies' policies and procedures relating to:
 - identifying, evaluating, and complying with laws and regulations whether they were aware of any instances of non-compliance;
 - detecting and responding to the risk of fraud and whether they have knowledge of actual, suspected or alleged fraud; and
 - the internal controls established to mitigate the risks of fraud or non-compliance with laws and regulations.
- we have considered the matters discussed among the audit engagement team including the internal tax specialists regarding how and where fraud might occur in the financial statements and potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the following areas:

- revenue recognition cut off

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the Company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Companies Act and tax legislation.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the Companies' ability to operate or to avoid a material penalty. These included data protection regulations, health and safety regulations and employment legislation.

Audit response to risks identified

We identified revenue recognition cut off as a key audit matter related to the potential risk of fraud, our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

- enquiring of management concerning actual and potential litigation claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement or fraud;
- reading minutes of meetings of those charged with governance and reviewing correspondence with HMRC; and
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

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 Auditors' 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 Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



David Butler FCA DChA (Senior Statutory Auditor)

for and on behalf of

Bishop Fleming LLP

Chartered Accountants

Statutory Auditors

10 Temple Back

Bristol

BS1 6FL

Date: *21 March 2024*

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND
EXPENDITURE ACCOUNT)**
FOR THE YEAR ENDED 30 SEPTEMBER 2023

	Note	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:				
Charitable activities	4	5,799,334	5,799,334	6,564,717
Other trading activities	5	4,354,207	4,354,207	4,748,716
Investments	6	208,865	208,865	36,379
Total income		10,362,406	10,362,406	11,349,812
Expenditure on:				
Raising funds		3,990,101	3,990,101	3,780,782
Charitable activities		6,331,279	6,331,279	6,864,237
Total expenditure		10,321,380	10,321,380	10,645,019
Net movement in funds		41,026	41,026	704,793
Reconciliation of funds:				
Total funds brought forward		9,645,001	9,645,001	8,940,208
Net movement in funds		41,026	41,026	704,793
Total funds carried forward		9,686,027	9,686,027	9,645,001

The notes on pages 19 to 37 form part of these financial statements.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:07333911

CONSOLIDATED BALANCE SHEET
AS AT 30 SEPTEMBER 2023

	Note	2023 £	2022 £
Fixed assets			
Intangible assets	11	330,791	635,737
Tangible assets	12	1,792,666	1,867,758
Investment property	13	484,716	484,716
		<u>2,608,173</u>	<u>2,988,211</u>
Current assets			
Debtors	15	1,882,538	1,903,999
Cash at bank and in hand		7,350,879	7,639,698
		<u>9,233,417</u>	<u>9,543,697</u>
Creditors: amounts falling due within one year	16	(2,155,563)	(2,886,907)
Net current assets		<u>7,077,854</u>	<u>6,656,790</u>
Total net assets		<u><u>9,686,027</u></u>	<u><u>9,645,001</u></u>
Charity funds			
Unrestricted funds			
Designated funds	17	667,000	617,575
General funds	17	9,019,027	9,027,426
Total unrestricted funds	17	<u>9,686,027</u>	<u>9,645,001</u>
Total funds		<u><u>9,686,027</u></u>	<u><u>9,645,001</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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



J Newman

Chair of Trustees

Date: 19/3/24

The notes on pages 19 to 37 form part of these financial statements.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:07333911

COMPANY STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 30 SEPTEMBER 2023

	Note	2023 £	2022 £
Fixed assets			
Intangible assets	11	300,661	552,693
Tangible assets	12	1,789,666	1,863,633
Investments	14	2	3
Investment property	13	484,716	484,716
		<u>2,575,045</u>	<u>2,901,045</u>
Current assets			
Debtors	15	3,101,374	3,744,581
Cash at bank and in hand		7,233,977	7,009,909
		<u>10,335,351</u>	<u>10,754,490</u>
Creditors: amounts falling due within one year	16	(1,830,023)	(2,546,932)
Net current assets		<u>8,505,328</u>	<u>8,207,558</u>
Total net assets		<u><u>11,080,373</u></u>	<u><u>11,108,603</u></u>
Charity funds			
Unrestricted funds			
Designated funds	17	667,000	617,575
General funds	17	10,413,373	10,491,028
Total unrestricted funds	17	<u>11,080,373</u>	<u>11,108,603</u>
Total funds		<u><u>11,080,373</u></u>	<u><u>11,108,603</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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


J Newman
Chair of Trustees
Date: 19/5/24

The notes on pages 19 to 37 form part of these financial statements.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

	2023	2022
	£	£
Cash flows from operating activities		
Net cash used in operating activities	(425,296)	1,627,085
Cash flows from investing activities		
Interest received	208,865	36,379
Purchase of intangible assets	(47,602)	(255,858)
Purchase of tangible fixed assets	(24,786)	(291,512)
Net cash provided by/(used in) investing activities	136,477	(510,991)
Change in cash and cash equivalents in the year	(288,819)	1,116,094
Cash and cash equivalents at the beginning of the year	7,639,698	6,523,604
Cash and cash equivalents at the end of the year	7,350,879	7,639,698

The notes on pages 19 to 37 form part of these financial statements

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

1. GENERAL INFORMATION

The Workforce Development Trust Limited is a charitable company incorporated in England and Wales. The registered office is Vertigo, Cheese Lane, Bristol, BS2 0JJ.

2. ACCOUNTING POLICIES

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Workforce Development Trust Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the Company and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Company has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of Financial Activities in these financial statements.

2.2 COMPANY STATUS

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

2.3 GOING CONCERN

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The Trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

The Trustees have assessed the current trading conditions and the financial forecasts, and have considered alternative scenarios. Under all scenarios reviewed the Group has sufficient reserves to enable it to continue as a going concern. For this reason it continues to adopt the going concern basis in preparing the financial statements.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

2. ACCOUNTING POLICIES (continued)

2.4 INCOME

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Grants received are recognised in the Statement of Financial Activities as voluntary income and classified as restricted or unrestricted depending on the terms attached to them.

Income on long term contracts is recognised in the Statement of Financial Activities to reflect the proportion of work carried out up to the year end.

Where incoming resources are received in advance they are deferred to the period to which they relate. An analysis of the movement on deferred income is included in note 16.

2.5 EXPENDITURE

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

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

2.6 BASIS OF CONSOLIDATION

The financial statements consolidate the accounts of the Workforce Development Trust Limited and all of its subsidiary undertakings ('subsidiaries').

The company has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its own Income and expenditure account.

The income and expenditure account for the year dealt with in the accounts of the company was £42,309 surplus (2022: £266,538 surplus).

2.7 INTEREST RECEIVABLE

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

2.8 FOREIGN CURRENCIES

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at rates of exchange ruling at the reporting date.

Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction.

Exchange gains and losses are recognised in the Consolidated Statement of Financial Activities.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

2. ACCOUNTING POLICIES (continued)

2.9 INTANGIBLE ASSETS

Development costs are capitalised within intangible assets where they can be identified with a specific product or project anticipated to produce future benefits, and are amortised on the straight line basis over the anticipated life of the benefits arising from the completed product or project.

Deferred research and development costs are reviewed annually, and where future benefits are deemed to have ceased or to be in doubt, the balance of any related research and development is written off to the Statement of Financial Activities.

2.10 TANGIBLE FIXED ASSETS AND DEPRECIATION

A capitalised fixed asset is property, such as land buildings and/or equipment with a cost or value equal to or greater than £5,000 at the date of acquisition and which has an expected useful life in excess of one year. Capitalised fixed assets are acquired for the use in normal operations and are not under normal circumstances acquired for resale. All fixed assets are entered into the financial ledger for inventory and financial reporting purposes.

Assets costing less than £5,000 are accounted for in the financial year of purchase and are therefore not capitalised.

Costs to keep as fixed asset in its normal operating condition that do not extend the original useful life of the asset will not be capitalised. These costs are expenses as repairs and maintenance during the year in which they are incurred.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	- straight line over 50 years
Short-term leasehold	- straight line over 5 years, or life of lease if
improvement works	shorter
Fixtures and fittings	- straight line over 5 years
Office equipment	- straight line over 4-5 years

2.11 INVESTMENTS

Investments in subsidiaries are valued at cost less provision for impairment.

2.12 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.13 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023**

2. ACCOUNTING POLICIES (continued)

2.14 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated Statement of Financial Activities as a finance cost.

2.15 FINANCIAL INSTRUMENTS

The Group 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.16 OPERATING LEASES

Rentals paid under operating leases are charged to the Consolidated Statement of Financial Activities on a straight line basis over the lease term.

2.17 PENSIONS

The Group operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Group to the fund in respect of the year.

The company operates a defined benefits pension scheme. The scheme is a multi-employer scheme where it is not possible, in the normal course of events, to identify on a consistent and reasonable basis, the share of underlying assets and liabilities belonging to individual participating employers. Therefore, as required by FRS102, the company accounts for this scheme as if it was a defined contribution scheme. The amount charged to the Statement of Financial Activities represents contributions payable to the scheme in respect of the accounting period.

2.18 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

3. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means the actual outcomes could differ from those estimates.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

Accrued and deferred income from long term contracts:

Long term contract balances are valued based on the stage of completion of the contract at the year end by reference to the costs incurred to year end and the total expected costs of the contract.

Where a contract is expected to be loss making, the balance is written down to the expected recoverable amount at the year end.

Operating lease commitments:

The company has entered into commercial property leases as a lessee for the use of property and equipment. The classification of such leases as operating or finance lease requires the company to determine, based on an evaluation of the terms and conditions of the arrangements, whether it retains or acquires the significant risks and rewards of ownership of these assets and accordingly whether the lease requires an asset and liability to be recognised in the Statement of Financial Position.

4. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Education and training	5,799,334	5,799,334	6,564,717
TOTAL 2022	6,564,717	6,564,717	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

5. INCOME FROM OTHER TRADING ACTIVITIES

Income from fundraising events

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Completion	1,207,881	1,207,881	1,023,628
Consultancy	1,243,104	1,243,104	1,015,703
Registrations	1,475,998	1,475,998	1,606,151
Other	427,224	427,224	1,103,234
	<u>4,354,207</u>	<u>4,354,207</u>	<u>4,748,716</u>
TOTAL 2022	<u>4,748,716</u>	<u>4,748,716</u>	

6. INVESTMENT INCOME

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Investment income	208,865	208,865	36,379
	<u>36,379</u>	<u>36,379</u>	
TOTAL 2022	<u>36,379</u>	<u>36,379</u>	

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £	Total funds 2022 £
Education and training	4,030,638	2,300,641	6,331,279	6,864,237
	<u>4,636,494</u>	<u>2,227,743</u>	<u>6,864,237</u>	
TOTAL 2022	<u>4,636,494</u>	<u>2,227,743</u>	<u>6,864,237</u>	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF DIRECT COSTS

	Education and Training 2023 £	Total funds 2023 £	Total funds 2022 £
Staff costs	3,137,043	3,137,043	3,362,857
Depreciation	398,388	398,388	414,907
Consultancy	303,395	303,395	662,163
Bad debt provision	7,812	7,812	(25,468)
Travel and subsistence	98,230	98,230	134,605
Subscriptions	27,544	27,544	13,188
Apprenticeships	55,718	55,718	70,212
VAT adjustments	1,530	1,530	(516)
Difference on foreign exchange	978	978	(254)
Loss on disposal of fixed assets	-	-	4,800
	<u>4,030,638</u>	<u>4,030,638</u>	<u>4,636,494</u>
TOTAL 2022	<u>4,636,494</u>	<u>4,636,494</u>	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF SUPPORT COSTS

	Education and Training 2023 £	Total funds 2023 £	Total funds 2022 £
Staff costs	1,259,021	1,259,021	1,006,125
Insurance	71,817	71,817	69,137
Bank charges	7,683	7,683	8,050
Office costs	38,324	38,324	54,818
Staff recruitment	104,407	104,407	211,856
Agency and other staff costs	5,710	5,710	44,047
Professional fees	15,578	15,578	16,965
Premises costs	122,606	122,606	123,506
Computer costs	542,981	542,981	521,738
Travel and subsistence	13,745	13,745	10,801
Advertising and promotion	93,269	93,269	137,078
Governance costs	25,500	25,500	23,622
	<u>2,300,641</u>	<u>2,300,641</u>	<u>2,227,743</u>
TOTAL 2022	<u>2,227,743</u>	<u>2,227,743</u>	

8. NET INCOMING RESOURCES/(RESOURCES EXPENDED)

This is stated after charging:

	2023 £	2022 £
Depreciation of tangible fixed assets	99,878	92,922
Amortisation of intangible fixed assets	352,548	402,459
Auditors remuneration	23,500	22,000
Operating lease rentals	20,750	8,250

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

9. STAFF COSTS

	Group 2023 £	Group 2022 £	Company 2023 £	Company 2022 £
Wages and salaries	5,475,970	5,381,401	3,746,379	3,701,236
Social security costs	419,274	431,016	419,274	431,016
Contribution to defined contribution pension schemes	236,572	236,730	236,572	236,730
	6,131,816	6,049,147	4,402,225	4,368,982

The average number of persons employed by the Company during the year was as follows:

	Group 2023 No.	Group 2022 No.
Operational Staff	110	110

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

	Group 2023 No.	Group 2022 No.
In the band £60,001 - £70,000	8	5
In the band £70,001 - £80,000	3	5
In the band £80,001 - £90,000	4	2
In the band £90,001 - £100,000	2	1
In the band £100,001 - £110,000	-	2
In the band £140,001 - £150,000	1	1

Total termination payments amounted to £Nil in the year (2022: £42,923).

The key management personnel comprise the Trustees and the Senior Management Team. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services was £714,952 (2022: £657,992).

10. TRUSTEES' REMUNERATION AND EXPENSES

In line with the provision in the governing document of the charity; the post of Chair is a remunerated position; and the Chief Executive only receives remuneration in respect of services provided undertaking the role of Chief Executive, finance and learning services and consultancy, and not in respect of services as a Trustee. Other Trustees have received payments from the charity in respect of their roles as Trustees, these Trustees will receive remuneration until their current term of office comes to an end. The value of Trustees remuneration, including employers pension costs, for the year was as follows; J Newman (Chair) £29,691 (2022: £25,882), J Rogers (Chief Executive) £167,824 (2022: £162,553).

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

11. INTANGIBLE ASSETS

GROUP

	Development £	Goodwill £	Total £
COST			
At 1 October 2022	2,065,721	370,883	2,436,604
Additions	47,602	-	47,602
At 30 September 2023	2,113,323	370,883	2,484,206
AMORTISATION			
At 1 October 2022	1,511,753	289,114	1,800,867
Charge for the year	300,909	51,639	352,548
At 30 September 2023	1,812,662	340,753	2,153,415
NET BOOK VALUE			
At 30 September 2023	300,661	30,130	330,791
At 30 September 2022	553,968	81,769	635,737

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

11. INTANGIBLE ASSETS (CONTINUED)

COMPANY

	Development £
COST	
At 1 October 2022	2,047,961
Additions	47,602
At 30 September 2023	2,095,563
AMORTISATION	
At 1 October 2022	1,495,268
Charge for the year	299,634
At 30 September 2023	1,794,902
NET BOOK VALUE	
At 30 September 2023	300,661
At 30 September 2022	552,693

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

12. TANGIBLE FIXED ASSETS

GROUP AND COMPANY

	Freehold property £	Short-term leasehold property £	Fixtures and fittings £	Office equipment £	Total £
COST OR VALUATION					
At 1 October 2022	1,644,256	120,057	153,600	490,836	2,408,749
Additions	9,213	-	11,103	4,470	24,786
At 30 September 2023	1,653,469	120,057	164,703	495,306	2,433,535
DEPRECIATION					
At 1 October 2022	21,842	120,057	37,021	362,071	540,991
Charge for the year	18,364	-	27,609	53,905	99,878
At 30 September 2023	40,206	120,057	64,630	415,976	640,869
NET BOOK VALUE					
At 30 September 2023	1,613,263	-	100,073	79,330	1,792,666
At 30 September 2022	1,622,414	-	116,579	128,765	1,867,758

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

13. INVESTMENT PROPERTY

GROUP AND COMPANY

	Freehold investment property £
VALUATION	
At 1 October 2022	484,716
At 30 September 2023	<u>484,716</u>

14. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
COMPANY	
COST OR VALUATION	
At 1 October 2022	3
Amounts written off	(1)
AT 30 SEPTEMBER 2023	<u>2</u>
NET BOOK VALUE	
AT 30 SEPTEMBER 2023	<u>2</u>
AT 30 SEPTEMBER 2022	<u>3</u>

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

15. DEBTORS

	Group 2023 £	Group 2022 £	Company 2023 £	Company 2022 £
	-	-	-	-
DUE WITHIN ONE YEAR				
Trade debtors	1,152,601	1,485,644	430,189	755,253
Amounts owed by group undertakings	-	-	2,068,540	2,729,489
Other debtors	1,136	11,177	229	3,449
Prepayments and accrued income	728,801	407,178	602,416	256,390
	1,882,538	1,903,999	3,101,374	3,744,581

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group 2023 £	Group 2022 £	Company 2023 £	Company 2022 £
Trade creditors	346,147	252,881	215,961	166,454
Amounts owed to group undertakings	-	-	-	49
Other taxation and social security	222,589	308,736	222,589	308,736
Other creditors	100,865	88,441	100,865	88,441
Accruals and deferred income	1,485,962	2,236,849	1,290,608	1,983,252
	2,155,563	2,886,907	1,830,023	2,546,932
	Group 2023 £	Group 2022 £	Company 2023 £	Company 2022 £
Deferred income at 1 October 2022	1,849,671	1,794,431	1,701,197	1,297,275
Resources deferred during the year	1,315,492	1,849,671	1,183,212	1,701,197
Amounts released from previous periods	(1,849,671)	(1,794,431)	(1,701,197)	(1,297,275)
	1,315,492	1,849,671	1,183,212	1,701,197

At the balance sheet date the group was holding funds received in advance for projects spanning the year end. Income has been included in the SOFA to represent the stage of completion of these projects and the excess has been deferred as appropriate.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

17. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 October 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2023 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Future staff liabilities	617,575	-	-	49,425	667,000
GENERAL FUNDS					
General Funds	9,027,426	10,362,406	(10,321,380)	(49,425)	9,019,027
TOTAL UNRESTRICTED FUNDS	9,645,001	10,362,406	(10,321,380)	-	9,686,027

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

17. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 October 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2022 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Future staff liabilities	673,045	-	-	(55,470)	617,575
GENERAL FUNDS					
General Funds	8,267,163	11,349,812	(10,645,019)	55,470	9,027,426
TOTAL UNRESTRICTED FUNDS	8,940,208	11,349,812	(10,645,019)	-	9,645,001

DESIGNATED FUNDS

This fund has built up prior to and on transition to cover potential future staff liabilities arising from the TUPE of staff from Skills for Health. Following staff changes since 2013, a significant proportion of this fund was released to leave a balance reflective of the current estimate of potential future staff liabilities in relation to those individuals.

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	1,792,666	1,792,666
Intangible fixed assets	330,791	330,791
Investment property	484,716	484,716
Current assets	9,233,417	9,233,417
Creditors due within one year	(2,155,563)	(2,155,563)
TOTAL	9,686,027	9,686,027

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS (CONTINUED)

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	1,867,758	1,867,758
Intangible fixed assets	635,737	635,737
Investment property	484,716	484,716
Current assets	9,543,697	9,543,697
Creditors due within one year	(2,886,907)	(2,886,907)
TOTAL	9,645,001	9,645,001

19. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Group 2023 £	Group 2022 £
Net income for the year (as per Statement of Financial Activities)	41,026	704,793
ADJUSTMENTS FOR:		
Depreciation charges	99,878	92,922
Amortisation charges	352,548	402,459
Dividends, interests and rents from investments	(208,865)	(36,379)
Loss on the sale of fixed assets	-	5,789
Decrease in debtors	20,226	472,969
Decrease in creditors	(730,392)	(15,468)
NET CASH PROVIDED BY/(USED IN) OPERATING ACTIVITIES	(425,579)	1,627,085

20. ANALYSIS OF CASH AND CASH EQUIVALENTS

	Group 2023 £	Group 2022 £
Cash in hand	7,350,879	7,639,698
TOTAL CASH AND CASH EQUIVALENTS	7,350,879	7,639,698

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

21. ANALYSIS OF CHANGES IN NET DEBT

	At 1 October 2022 £	Cash flows £	At 30 September 2023 £
Cash at bank and in hand	7,639,698	(288,819)	7,350,879
	<u>7,639,698</u>	<u>(288,819)</u>	<u>7,350,879</u>

22. PENSION COMMITMENTS

The company's employees belong to three principal pension schemes. The NHS pension scheme for eligible staff which is a defined benefit scheme. Staff are offered a defined contributions scheme administered by the National Employment Savings Trust. An Aviva pension scheme was brought in during the year ended 30 September 2015 on transfer from JSSC.

NHS Scheme

Only NHS employees TUPE'd over from the University Hospitals Bristol NHS Trust belong to the NHS scheme, which is a multi-employer defined benefit pension scheme. As the company is unable to identify its share of the assets and liabilities of the scheme on a consistent and reliable basis, the scheme is treated by the company as if it were a defined contribution scheme, in accordance with Section 28 of FRS 102.

The pension cost charge represents contributions payable by the company to the scheme and amounted to £46,398 (2022: £86,939). Contributions totalling £11,149 (2022: £11,551) were payable to the scheme at the balance sheet date and are included in creditors.

Defined Contribution Schemes

The assets of these schemes are held separately from those of the company independently administered funds. The pension cost charge represents contributions payable by the company to the funds and amounted to £397,331, two funds (2022: £207,687, two funds). Contributions totalling £37,525 (2022: £32,354) were payable to the funds at the balance sheet date and are included in creditors.

23. OPERATING LEASE COMMITMENTS

At 30 September 2023 the Group and the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Group 2023 £	Group 2022 £	Company 2023 £	Company 2022 £
Not later than 1 year	20,750	8,250	20,750	8,250
Later than 1 year and not later than 5 years	15,562	20,625	15,562	20,625
	<u>36,312</u>	<u>28,875</u>	<u>36,312</u>	<u>28,875</u>

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2023

24. RELATED PARTY TRANSACTIONS

The Workforce Development Trust Limited is claiming the exemption under FRS 102 Section 33 not to disclose transactions with wholly owned subsidiaries.

25. POST BALANCE SHEET EVENTS

During the year, the Company conducted a review into whether its eRostering service fits into the Group's wider Workforce Development services and operations. After the year end, and in line with the outcome of the review, the Company sold the trade and assets relating to the eRostering service to a third party that the Trustees determined as being best placed to take the eRostering business forward. In the 2022/23 financial year, the service generated revenue of £782k.

26. PRINCIPAL SUBSIDIARIES

The following were subsidiary undertakings of the Company:

Names	Company number	Equity shareholding %	Basis of control
SFJ Awards Limited	06926458	100%	Fully owned and controlled
People 1st International Limited	11332207	100%	Fully owned and controlled

The financial results of the subsidiaries for the year were:

Names	Income £	Expenditure £	Profit/(Loss) / Surplus/ (Deficit) for the year £	Net assets £
SFJ Awards Limited	2,723,631	(2,193,952)	299,728	1
People 1st International Limited	1,575,737	(1,505,198)	70,539	(1,393,110)

During the year, The National Skills Academy for Health Limited, a 100% owned and controlled subsidiary of The Workforce Development Trust Limited, was dissolved.

THE WORKFORCE DEVELOPMENT TRUST LIMITED

England & Wales - Charity number 1143246

Accounts

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022



THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

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THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

Trustees	J Newman, Chair of Trustees I F MacDonald, Non-Executive Director (resigned 16 December 2022) J Rogers, Chief Executive A Malhotra, Non-Executive Director (appointed 1 September 2022) G R H Davies, Non-Executive Director (resigned 5 July 2022) A Williams, Non-Executive Director (resigned 15 September 2022) D Langton, Non-Executive Director E Bannerman, Non-Executive Director K A Fraser, Non-Executive Director N L McKenna, Non-Executive Director R Hill, Non-Executive Director L Winward, Non-Executive Director (appointed 1 September 2022) J Abboud, Non-Executive Director (appointed 1 September 2022) S L Munro, Non-Executive Director J G Restell, Non-Executive Director
Company registered number	07333911
Charity registered number	1143246 & SC045901
Registered office	Vertigo Cheese Lane Bristol BS2 0JJ
Chief executive officer	J Rogers
Independent auditors	Bishop Fleming LLP Chartered Accountants Statutory Auditors 10 Temple Back Bristol BS1 6FL
Bankers	HSBC Bank PLC Cabot Circus Bristol BS1 3BA
Solicitors	TLT LLP 1 Redcliff Street Bristol BS1 6TP

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**FOREWORD
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

The chair presents his statement for the year.

We are pleased to present our annual report together with the audited consolidated financial statements of the Workforce Development Trust Limited ("the Group") for the year ended 30 September 2022.

The year ended 30 September 2022 has been a positive year for the Group, with 7% growth in revenue compared to 2020-21, contributing to the maintenance of a sound financial base for the organisation, with a surplus of £704,793 for the year (2021: surplus of £227,220). This gives us the opportunity to further invest in the services that we provide.

Our Consultancy and Research division along with our SFJ Awards subsidiary saw positive performance in the year. Our People 1st International subsidiary showed the start of some positive recovery from the effects of the pandemic.

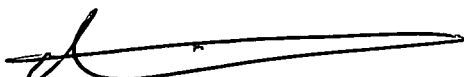
During the year, the Group helped improve the skills of over 160,000 individuals and supported over 1,000 organisations operating in our sectors. Key highlights include:

- Development of the Level 3 Award in Supporting Survivors of Domestic Abuse.
- Across health, justice, hospitality, retail, travel and aviation we have helped improve standards for apprenticeships. Our health apprenticeship standards alone have had over 58,000 downloads.
- Delivery of over 1,100 End-Point Assessments for apprentices working in public services.
- Over 100,000 learners have actively used our eLearning courses this year to cover their statutory and mandatory training.
- Our eRostering solutions have been used by over 12,000 users, saving around 45,000 doctors hours.
- Transforming workforce skills through training over 3,000 participants in our WorldHost programme and provided custom certification to 36 training programmes
- Our Health Heroes Awards took place in person this year, a great ceremony to shine a light on the incredibly high standard of work and the vital role played by both apprentices and support workers, who make up roughly 40% of the NHS.
- AA College Restaurant of the Year Award, the award recognises the hard work of chef lecturers and student brigades that run college restaurants, a partnership between People 1st and AA Hotel Services.

Internally we have continued to work towards ensuring that we have a common culture across the Workforce Development Trust group, thereby enabling us to deliver high quality services and support to all the sectors in which we operate.

We believe that the Workforce Development Trust has a very solid foundation which will enable us to continue to support employers and employees to deliver their vital services.

The Workforce Development Trust has issued an impact report for 2021/22 to highlight the many ways that we support the skills development of individuals and teams across a broad range of sectors, both in the UK and internationally. This can be found on our website


Jeremy Newman
Chair 13/3/2023

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2022

The Trustees present their annual report together with the audited financial statements of the Company for the 1 October 2021 to 30 September 2022. The Annual Report serves the purposes of both a Trustees' Report and a directors' Report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Objectives and activities

a. Policies and objectives

To support the development and effective use of workforce skills to provide services for public benefit by, but not limited to:

- Promoting and advancing workforce education, training and skills through the development of frameworks, capabilities, competences, knowledge and qualifications
- Improving the design and implementation of workforce development practices and policies through research, analysis and the provision of insights and expertise
- Providing integrated learning, accreditation and digital solutions that increase the effectiveness of workforce skills development, deployment and management
- Undertaking and assisting in the identification, design and recognition of continuing professional development for individuals and teams

As the UK wide Sector Skills Council for Health and Justice, licensed by the UK Government, the company holds a unique place in these sectors. It is our aim to contribute to the preservation and protection of good health in the United Kingdom by contributing to the strategic development and improvement of the health sector workforce and advancing the education, training and skills of that workforce for the public benefit.

The company will continue to undertake work of this sort to the benefit of the public for the foreseeable future.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

The company's overarching strategy continues to be to develop a self-sustaining business model via the provision of a range of products and services to the health and justice sectors that create a better skilled and flexible workforce.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

Objectives and activities (CONTINUED)

c. Activities undertaken to achieve objectives

During the year ended 30 September 2022 the company has continued to pursue its strategic aims through activities that have included:

- Development of the Level 3 Award in Supporting Survivors of Domestic Abuse.
- Across health, justice, hospitality, retail, travel and aviation we have helped improve standards for apprenticeships. Our health apprenticeship standards alone have had over 58,000 downloads.
- Delivery of over 1,100 End-Point Assessments for apprentices working in public services.
- Over 100,000 learners have actively used our eLearning courses this year to cover their statutory and mandatory training.
- Our eRostering solutions have been used by over 12,000 users, saving around 45,000 doctors hours. Transforming workforce skills through training over 3,000 participants in our WorldHost programme and provided custom certification to 36 training programmes

Achievements and performance

a. Review of activities

All activities are geared towards our vision of organisations to “improve people’s lives by enabling the effective development and deployment of the workforce who deliver services for public benefit.”

Strategic and operational plans are approved by the Executive Team and our Board. Performance KPIs against objectives are systematically monitored and reviewed regularly at all levels. Specific projects are also evaluated and assessed for impact. Performance, financial management and planning are combined with robust risk management. The Board and Executive Team also periodically assess their own performance.

Once again during 2021/22 the organisation has substantially achieved its objectives as set out in the operational plan.

b. Factors relevant to achieve objectives

The Board continues to function effectively and currently meets five times per year with a number of strategic development activities factored in. It has established robust finance, contracting, personnel and IT systems and recognises the need to secure the future through a sustainable business model.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2022

Financial review

a. Going concern

The forecast for the following two financial years (FY22/23 and FY23/24) are for surpluses of £453k and £679k respectively. The cashflow projections estimate that cash reserves will increase by ~£1m over the following twelve months, with further positive net cash inflows to follow thereafter.

On the basis of the level of existing reserves and forecast increases to those reserves over the next two years, we believe that The Workforce Development Trust Limited is and will continue to be a going concern for the foreseeable future and therefore consider the going concern basis to be appropriate. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

At 30 September 2022, the Workforce Development Trust holds cash reserves of £7.6m and balance sheet reserves of £9.6m. Of the balance sheet reserves, £5m is set aside as the Designated Reserve to ensure orderly settlement of the company's contracted liabilities if required. This comprises £0.6m in respect of AfC redundancy costs, £3.4m estimated running costs for six months and £1.0m as contingency.

Our reserves policy will enable the organisation to navigate difficult market conditions over the next 5 years and ensure that the organisation is sustainable into the foreseeable future.

c. Principal risks and uncertainties

The Workforce Development Trust recognises its obligation to identify and review its exposure to risk. It has agreed strategy and policy documents in place and its risk register is reviewed and monitored by the Governance and Audit Committee on a regular basis with regular reports through to the Board. The key risks identified in 2021/22 were:

- Failure to meet financial plan and achievement of group wide financial targets;
- Cyber-security;
- Delivery of key contracts;
- Competition and reputation; and
- Recruitment and retention of key people.

A series of measures to control, mitigate and minimise the effects of risk are in place, including developing and maintaining a diverse range of products and services and income sources in order to reduce the risk of over reliance on a single source of income and small number of products available for sale.

The company has taken out insurance policies to cover key risks in respect of:

- Employer liability;
- Directors and officers liability;
- Professional indemnity; and
- Combined liability.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

d. Financial review

Total Group incoming resources for the year amounted to £11,349,812 (2021: £9,362,357) and total expenditure £10,645,019 (2021: £9,135,137) resulting in a surplus of £704,793 (2020: surplus £227,220).

By far the largest proportion of expenditure related to staffing and overhead costs, which are predominantly fixed. We continue to support and flex our core staff through the use of associates and fixed term contracts in order to meet demand.

As at 30 September 2022 cumulative reserves amounted to £9,645,001.

Structure, governance and management

a. Constitution

The Workforce Development Trust is a company Limited by Guarantee (number 07333911) and is a registered Charity in England (number 1143246) and Scotland (number SC045901). Its governing document is its Memorandum and Articles of Association which was last updated 9 June 2015 and members of the Board of Trustees are also directors of the company in conjunction with the executive directors.

The Workforce Development Trust has three wholly owned trading subsidiaries:

- SFJ Awards Limited (SFJA) - This subsidiary is an awarding body for the Justice Sector. It operates in the UK and overseas. Any profits made by SFJA will be donated back to the Workforce Development Trust under Gift Aid arrangements.
- People 1st International Limited. This subsidiary provides strategic services to the hospitality, retail, travel and aviation sectors from the predecessor body. It operates in the UK and overseas. Any profits made by the subsidiary will be donated back to the Workforce Development Trust under Gift Aid arrangements.
- The National Skills Academy for Health Limited (NSAH). This subsidiary company provides services to the health and education sectors based on the Workforce Development Trust remit, products and services. It operates in the UK. Any profits made by NSAH will be donated back to the Workforce Development Trust under Gift Aid arrangements.

b. Methods of appointment or election of Trustees

The management of the Group and the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association. Often Trustees are recommended by existing Trustees but where necessary the Workforce Development Trust uses search and selection services and open advertising to publicise a Trustee agreed role description and person specification. Irrespective of the source all Trustees go through a rigorous and transparent appointment process prior to formal selection. The People Committee, a subcommittee of the Board, leads this process and makes the necessary recommendations to the full board.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

Structure, governance and management (CONTINUED)

c. Organisational structure and decision-making policies

The management of the company and the group is the responsibility of the Trustees (who are elected and co opted under the terms of the Articles of Association) and the Executive Directors (registered as Directors at Companies House) identified below:

The management of the company and the group is the responsibility of the Trustees (who are elected and co opted under the terms of the Articles of Association) and the Executive Directors (registered as Directors at Companies House) identified below:

- John Rogers Chief Executive
- Christos Lucas Finance Director
- Candace Miller Executive Director

The Executive Directors meet twice a month and have delegated powers to act on behalf of the Board in accordance with an agreed scheme of delegation.

The day to day management of National Skills Academy for Health is the responsibility of:

- The Group Chief Executive
- Finance Director

The day to day management of SFJ Awards is the responsibility of:

- The Group Chief Executive
- Finance Director
- Executive Director

The day to day management of People 1st International is the responsibility of:

- The Group Chief Executive
- Finance Director

The Board has an established sub structure, with agreed terms of reference, comprising:

- Finance and Performance Management Committee
- People Committee
- Governance and Audit Committee

The company has the following established operational committees:

- Executive Management Team
- Senior Management Team
- Performance Executive Committee
- Health and Safety Committee
- Information Security Management Systems Committee

d. Policies adopted for the induction and training of Trustees

The Trustees have continued to review governance arrangements during 2021/22.

The Trustees continue to work within the requirements of adopted policies and procedures for the training and induction of Trustees.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

Structure, governance and management (CONTINUED)

e. Pay policy for senior staff

The remuneration of senior staff is determined by the Board of Trustees on the advice of the People Committee on an annual basis.

f. Related party relationships

The NSAH, SfJA and People 1st International Limited provide a range of services to the sectors and are all wholly owned subsidiaries of the Workforce Development Trust.

Plans for future periods

Future Developments

Developments during 2022/23 will include:

- Leveraging our products, services and brands across our wider footprint; and
- Continued investment in and diversifying the markets for our range of products and services.

The Workforce Development Trust faces a number of key opportunities and challenges which will be addressed during the 2022/23 operational year.

Specifically, our prime objectives in 2022/23 will be to:

- Review our strategic objectives process to 2025, in line with our Mission and Vision;
- Continue to leverage the products, services and brands we now operate across all parts of our wider WDT footprint; and
- Achieve the financial position for 2022/23 as set out in the new three year financial plan.

Members' liability

The Members of the Company guarantee to contribute an amount not exceeding £1 to the assets of the Company in the event of winding up.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2022

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the Company and of their incoming resources and application of resources, including their income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Group and the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable group's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable group's auditors are aware of that information.

Approved by order of the members of the board of Trustees and signed on their behalf by:


J Newman
Chair of Trustees
Date: 13/3/2023

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED

OPINION

We have audited the financial statements of The Workforce Development Trust Limited (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 30 September 2022 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Company Balance Sheet, the Consolidated Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Group's and of the parent charitable company's affairs as at 30 September 2022 and of the Group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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 Group's or the parent 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.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

OTHER INFORMATION

The other information comprises the information included in the Annual Report other than the financial statements and our Auditors' Report thereon. The Trustees are responsible for the other information contained within the Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

OPINION 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 for the financial year for which the financial statements are prepared is consistent with the financial statements.
- 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 our 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 Trustees' Report.

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

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company 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.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' Responsibilities Statement, 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 Group's and the parent 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 Group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Identifying and assessing potential risks related to irregularities

- we have considered the nature of the industry and sector, control environment and business performance
- we have considered the results of our enquiries of management about their own identification and assessment of the risk of irregularities.
- for any matters identified we have obtained and reviewed documentation of the Companies' policies and procedures relating to:
 - identifying, evaluating, and complying with laws and regulations whether they were aware of any instances of non-compliance;
 - detecting and responding to the risk of fraud and whether they have knowledge of actual, suspected or alleged fraud; and
 - the internal controls established to mitigate the risks of fraud or non-compliance with laws and regulations.
- we have considered the matters discussed among the audit engagement team including the internal tax specialists regarding how and where fraud might occur in the financial statements and potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the following areas:

- revenue recognition cut off

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the Company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Companies Act and tax legislation.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the Companies' ability to operate or to avoid a material penalty. These included data protection regulations, health and safety regulations and employment legislation.

Audit response to risks identified

We identified revenue recognition cut off as a key audit matter related to the potential risk of fraud, our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

- enquiring of management concerning actual and potential litigation claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement or fraud;
- reading minutes of meetings of those charged with governance and reviewing correspondence with HMRC; and
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

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 Auditors' 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 Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



David Butler FCA DChA (Senior Statutory Auditor)

for and on behalf of

Bishop Fleming LLP

Chartered Accountants

Statutory Auditors

10 Temple Back

Bristol

BS1 6FL

Date: 29 March 2023

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND
EXPENDITURE ACCOUNT)**
FOR THE YEAR ENDED 30 SEPTEMBER 2022

	Note	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:				
Charitable activities	4	6,564,717	6,564,717	5,656,818
Other trading activities		4,748,716	4,748,716	3,694,634
Investments	5	36,379	36,379	10,905
Total income		11,349,812	11,349,812	9,362,357
Expenditure on:				
Raising funds		3,780,782	3,780,782	2,724,993
Charitable activities		6,864,237	6,864,237	6,410,144
Total expenditure		10,645,019	10,645,019	9,135,137
Net movement in funds		704,793	704,793	227,220
Reconciliation of funds:				
Total funds brought forward		8,940,208	8,940,208	8,712,988
Net movement in funds		704,793	704,793	227,220
Total funds carried forward		9,645,001	9,645,001	8,940,208

The notes on pages 18 to 35 form part of these financial statements.

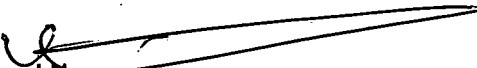
THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:07333911

CONSOLIDATED BALANCE SHEET
AS AT 30 SEPTEMBER 2022

	Note	2022 £	2021 £
Fixed assets			
Intangible assets	10	635,737	787,138
Tangible assets	11	1,867,758	1,670,157
Investment property	12	484,716	484,716
		<u>2,988,211</u>	<u>2,942,011</u>
Current assets			
Debtors	14	1,903,999	2,376,968
Cash at bank and in hand		7,639,698	6,523,604
		<u>9,543,697</u>	<u>8,900,572</u>
Creditors: amounts falling due within one year	15	(2,886,907)	(2,902,375)
Net current assets		<u>6,656,790</u>	<u>5,998,197</u>
Total net assets		<u><u>9,645,001</u></u>	<u><u>8,940,208</u></u>
Charity funds			
Unrestricted funds	16	9,645,001	8,940,208
Total funds		<u><u>9,645,001</u></u>	<u><u>8,940,208</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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


J Newman
Chair of Trustees
Date: 13/3/2023

The notes on pages 18 to 35 form part of these financial statements.

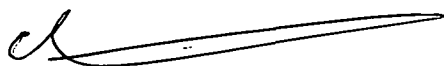
THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:07333911

COMPANY STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 30 SEPTEMBER 2022

	Note	2022 £	2021 £
Fixed assets			
Intangible assets	10	552,693	623,997
Tangible assets	11	1,863,633	1,670,157
Investments	13	3	3
Investment property	12	484,716	484,716
		<u>2,901,045</u>	<u>2,778,873</u>
Current assets			
Debtors	14	3,744,581	4,781,568
Cash at bank and in hand		7,009,909	5,312,686
		<u>10,754,490</u>	<u>10,094,254</u>
Creditors: amounts falling due within one year	15	(2,546,932)	(2,241,779)
Net current assets		<u>8,207,558</u>	<u>7,852,475</u>
Total net assets		<u><u>11,108,603</u></u>	<u><u>10,631,348</u></u>
Charity funds			
Unrestricted funds	16	11,108,603	10,631,348
Total funds		<u><u>11,108,603</u></u>	<u><u>10,631,348</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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



J Newman
Chair of Trustees
Date: 13/3/2023

The notes on pages 18 to 35 form part of these financial statements.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

	2022	2021
	£	£
Cash flows from operating activities		
Net cash used in operating activities	1,627,085	(404,993)
Cash flows from investing activities		
Interest received	36,379	10,905
Purchase of intangible assets	(255,858)	(349,726)
Purchase of tangible fixed assets	(291,512)	(311,890)
Net cash used in investing activities	(510,991)	(650,711)
Change in cash and cash equivalents in the year	1,116,094	(1,055,704)
Cash and cash equivalents at the beginning of the year	6,523,604	7,579,308
Cash and cash equivalents at the end of the year	7,639,698	6,523,604

The notes on pages 18 to 35 form part of these financial statements

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

1. GENERAL INFORMATION

The Workforce Development Trust Limited is a charitable company incorporated in England and Wales. The registered office is Vertigo, Cheese Lane, Bristol, BS2 0JJ.

2. ACCOUNTING POLICIES

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Workforce Development Trust Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the Company and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Company has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of Financial Activities in these financial statements.

2.2 COMPANY STATUS

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

2.3 GOING CONCERN

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The Trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

The Trustees have assessed the current trading conditions and the financial forecasts, and have considered alternative scenarios. Under all scenarios reviewed the Group has sufficient reserves to enable it to continue as a going concern. For this reason it continues to adopt the going concern basis in preparing the financial statements.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

2. ACCOUNTING POLICIES (continued)

2.4 INCOME

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Grants received are recognised in the Statement of Financial Activities as voluntary income and classified as restricted or unrestricted depending on the terms attached to them.

Income on long term contracts is recognised in the Statement of Financial Activities to reflect the proportion of work carried out up to the year end.

Where incoming resources are received in advance they are deferred to the period to which they relate. An analysis of the movement on deferred income is included in note 16.

2.5 EXPENDITURE

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

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

2.6 BASIS OF CONSOLIDATION

The financial statements consolidate the accounts of the Workforce Development Trust Limited and all of its subsidiary undertakings ('subsidiaries').

The company has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its own Income and expenditure account.

The income and expenditure account for the year dealt with in the accounts of the company was £266,538 surplus (2021: £558,151 surplus).

2.7 INTEREST RECEIVABLE

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

2.8 FOREIGN CURRENCIES

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at rates of exchange ruling at the reporting date.

Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction.

Exchange gains and losses are recognised in the Consolidated Statement of Financial Activities.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

2. ACCOUNTING POLICIES (continued)

2.9 INTANGIBLE ASSETS

Development costs are capitalised within intangible assets where they can be identified with a specific product or project anticipated to produce future benefits, and are amortised on the straight line basis over the anticipated life of the benefits arising from the completed product or project.

Deferred research and development costs are reviewed annually, and where future benefits are deemed to have ceased or to be in doubt, the balance of any related research and development is written off to the Statement of Financial Activities.

2.10 TANGIBLE FIXED ASSETS AND DEPRECIATION

A capitalised fixed asset is property, such as land buildings and/or equipment with a cost or value equal to or greater than £5,000 at the date of acquisition and which has an expected useful life in excess of one year. Capitalised fixed assets are acquired for the use in normal operations and are not under normal circumstances acquired for resale. All fixed assets are entered into the financial ledger for inventory and financial reporting purposes.

Assets costing less than £5,000 are accounted for in the financial year of purchase and are therefore not capitalised.

Costs to keep as fixed asset in its normal operating condition that do not extend the original useful life of the asset will not be capitalised. These costs are expenses as repairs and maintenance during the year in which they are incurred.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	- straight line over 50 years
Short-term leasehold	- straight line over 5 years, or life of lease if
improvement works	shorter
Fixtures and fittings	- straight line over 5 years
Office equipment	- straight line over 4-5 years

2.11 INVESTMENTS

Investments in subsidiaries are valued at cost less provision for impairment.

2.12 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.13 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022**

2. ACCOUNTING POLICIES (continued)

2.14 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated Statement of Financial Activities as a finance cost.

2.15 FINANCIAL INSTRUMENTS

The Group 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.16 OPERATING LEASES

Rentals paid under operating leases are charged to the Consolidated Statement of Financial Activities on a straight line basis over the lease term.

2.17 PENSIONS

The Group operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Group to the fund in respect of the year.

The company operates a defined benefits pension scheme. The scheme is a multi-employer scheme where it is not possible, in the normal course of events, to identify on a consistent and reasonable basis, the share of underlying assets and liabilities belonging to individual participating employers. Therefore, as required by FRS102, the company accounts for this scheme as if it was a defined contribution scheme. The amount charged to the Statement of Financial Activities represents contributions payable to the scheme in respect of the accounting period.

2.18 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

3. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means the actual outcomes could differ from those estimates.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

Accrued and deferred income from long term contracts:

Long term contract balances are valued based on the stage of completion of the contract at the year end by reference to the costs incurred to year end and the total expected costs of the contract.

Where a contract is expected to be loss making, the balance is written down to the expected recoverable amount at the year end.

Operating lease commitments:

The company has entered into commercial property leases as a lessee for the use of property and equipment. The classification of such leases as operating or finance lease requires the company to determine, based on an evaluation of the terms and conditions of the arrangements, whether it retains or acquires the significant risks and rewards of ownership of these assets and accordingly whether the lease requires an asset and liability to be recognised in the Statement of Financial Position.

4. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Education and training	6,564,717	6,564,717	5,656,818
	<u>6,564,717</u>	<u>6,564,717</u>	
TOTAL 2021	5,656,818	5,656,818	
	<u>5,656,818</u>	<u>5,656,818</u>	

5. INVESTMENT INCOME

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Investment income	36,379	36,379	10,905
	<u>36,379</u>	<u>36,379</u>	
TOTAL 2021	10,905	10,905	
	<u>10,905</u>	<u>10,905</u>	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

6. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Education and training	4,636,494	2,227,743	6,864,237	6,410,144
TOTAL 2021	4,313,103	2,097,041	6,410,144	

ANALYSIS OF DIRECT COSTS

	Education and Training 2022 £	Total funds 2022 £	Total funds 2021 £
Staff costs	3,362,857	3,362,857	3,292,570
Depreciation	414,907	414,907	348,973
Consultancy	662,163	662,163	517,692
Bad debt provision	(25,468)	(25,468)	28,462
Travel and subsistence	134,605	134,605	66,687
Subscriptions	13,188	13,188	12,093
Apprenticeships	70,212	70,212	48,664
VAT adjustments	(516)	(516)	(1,522)
Difference on foreign exchange	(254)	(254)	(516)
Loss on disposal of fixed assets	4,800	4,800	-
	4,636,494	4,636,494	4,313,103
TOTAL 2021	4,313,103	4,313,103	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

6. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF SUPPORT COSTS

	Education and Training 2022 £	Total funds 2022 £	Total funds 2021 £
Staff costs	1,006,125	1,006,125	1,002,694
Insurance	69,137	69,137	68,477
Bank charges	8,050	8,050	4,752
Office costs	54,818	54,818	77,643
Staff recruitment	211,856	211,856	50,092
Agency and other staff costs	44,047	44,047	27,954
Professional fees	16,965	16,965	29,939
Premises costs	123,506	123,506	190,143
Computer costs	521,738	521,738	474,437
Travel and subsistence	10,801	10,801	26,227
Advertising and promotion	137,078	137,078	119,583
Governance costs	23,622	23,622	25,100
	<u>2,227,743</u>	<u>2,227,743</u>	<u>2,097,041</u>
TOTAL 2021	<u>2,097,041</u>	<u>2,097,041</u>	

7. NET INCOMING RESOURCES/(RESOURCES EXPENDED)

This is stated after charging:

	2022 £	2021 £
Depreciation of tangible fixed assets	92,922	89,437
Amortisation of intangible fixed assets	402,459	364,615
Auditors' remuneration	22,000	20,525
Operating lease rentals	8,250	21,625

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

8. STAFF COSTS

	Group 2022 £	Group 2021 £	Company 2022 £	Company 2021 £
Wages and salaries	5,381,401	5,309,114	3,701,236	3,655,688
Social security costs	431,016	401,414	431,016	401,414
Contribution to defined contribution pension schemes	236,730	239,535	236,730	239,535
	<u>6,049,147</u>	<u>5,950,063</u>	<u>4,368,982</u>	<u>4,296,637</u>

The average number of persons employed by the Company during the year was as follows:

	Group 2022 No.	Group 2021 No.
Operational Staff	<u>110</u>	<u>118</u>

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

	Group 2022 No.	Group 2021 No.
In the band £60,001 - £70,000	5	7
In the band £70,001 - £80,000	5	4
In the band £80,001 - £90,000	2	2
In the band £90,001 - £100,000	1	3
In the band £100,001 - £110,000	2	-
In the band £140,001 - £150,000	1	1

Total termination payments amounted to £42,923 in the year (2021: £18,468).

The key management personnel comprise the Trustees and the Senior Management Team. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services was £657,992 (2021: £411,498).

9. TRUSTEES' REMUNERATION AND EXPENSES

In line with the provision in the governing document of the charity; the post of Chair is a remunerated position; and the Chief Executive only receives remuneration in respect of services provided undertaking the role of Chief Executive, and not in respect of services as a Trustee. Other Trustees have received payments from the charity in respect of their roles as Trustees, these Trustees will receive remuneration until their current term of office comes to an end. The value of Trustees remuneration, including employers pension costs, for the year was as follows; J Newman (Chair) £25,882 (2021: £25,250), and J Rogers (Chief Executive) £162,553 (2021: £157,635).

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

10. INTANGIBLE ASSETS

GROUP

	Development £	Goodwill £	Total £
COST			
At 1 October 2021	1,814,663	370,883	2,185,546
Additions	255,858	-	255,858
Disposals	(4,800)	-	(4,800)
At 30 September 2022	<u>2,065,721</u>	<u>370,883</u>	<u>2,436,604</u>
AMORTISATION			
At 1 October 2021	1,183,471	214,937	1,398,408
Charge for the year	328,282	74,177	402,459
At 30 September 2022	<u>1,511,753</u>	<u>289,114</u>	<u>1,800,867</u>
NET BOOK VALUE			
At 30 September 2022	<u>553,968</u>	<u>81,769</u>	<u>635,737</u>
At 30 September 2021	<u>631,192</u>	<u>155,946</u>	<u>787,138</u>

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

10. INTANGIBLE ASSETS (CONTINUED)

COMPANY

	Development £
COST	
At 1 October 2021	1,796,903
Additions	255,858
Disposals	(4,800)
At 30 September 2022	<u>2,047,961</u>
AMORTISATION	
At 1 October 2021	1,172,906
Charge for the year	322,362
At 30 September 2022	<u>1,495,268</u>
NET BOOK VALUE	
At 30 September 2022	<u><u>552,693</u></u>
At 30 September 2021	<u><u>623,997</u></u>

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

11. TANGIBLE FIXED ASSETS

GROUP AND COMPANY

	Freehold property £	Short-term leasehold property £	Fixtures and fittings £	Office equipment £	Total £
COST OR VALUATION					
At 1 October 2021	1,429,427	121,046	144,183	423,570	2,118,226
Additions	214,829	-	9,417	67,266	291,512
Disposals	-	(989)	-	-	(989)
At 30 September 2022	1,644,256	120,057	153,600	490,836	2,408,749
DEPRECIATION					
At 1 October 2021	4,948	120,057	12,681	310,383	448,069
Charge for the year	16,894	-	24,340	51,688	92,922
At 30 September 2022	21,842	120,057	37,021	362,071	540,991
NET BOOK VALUE					
At 30 September 2022	1,622,414	-	116,579	128,765	1,867,758
At 30 September 2021	1,424,479	989	131,502	113,187	1,670,157

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

12. INVESTMENT PROPERTY

GROUP AND COMPANY

	Freehold investment property £
VALUATION	
At 1 October 2021	484,716
At 30 September 2022	<u>484,716</u>

13. FIXED ASSET INVESTMENTS

	Shares in group undertakings £
COMPANY	
COST OR VALUATION	
At 1 October 2021	3
AT 30 SEPTEMBER 2022	<u>3</u>
NET BOOK VALUE	
AT 30 SEPTEMBER 2022	<u>3</u>
AT 30 SEPTEMBER 2021	<u>3</u>

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

14. DEBTORS

	Group 2022 £	Group 2021 £	Company 2022 £	Company 2021 £
DUE AFTER MORE THAN ONE YEAR				
Amounts owed by group undertakings	-	-	-	75,000
	<u>-</u>	<u>-</u>	<u>-</u>	<u>75,000</u>
DUE WITHIN ONE YEAR				
Trade debtors	1,485,644	1,817,685	755,253	903,876
Amounts owed by group undertakings	-	-	2,729,489	3,469,382
Other debtors	11,177	1,830	3,449	1,830
Prepayments and accrued income	407,178	557,453	256,390	331,480
	<u>1,903,999</u>	<u>2,376,968</u>	<u>3,744,581</u>	<u>4,781,568</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group 2022 £	Group 2021 £	Company 2022 £	Company 2021 £
Trade creditors	252,881	319,250	166,454	262,808
Amounts owed to group undertakings	-	-	49	-
Other taxation and social security	308,736	456,056	308,736	456,056
Other creditors	88,441	112,176	88,441	111,244
Accruals and deferred income	2,236,849	2,014,893	1,983,252	1,411,671
	<u>2,886,907</u>	<u>2,902,375</u>	<u>2,546,932</u>	<u>2,241,779</u>
	Group 2022 £	Group 2021 £	Company 2022 £	Company 2021 £
Deferred income at 1 October 2021	1,794,431	2,199,343	1,297,275	1,661,967
Resources deferred during the year	1,849,671	1,794,431	1,701,197	1,297,275
Amounts released from previous periods	(1,794,431)	(2,199,343)	(1,297,275)	(1,661,967)
	<u>1,849,671</u>	<u>1,794,431</u>	<u>1,701,197</u>	<u>1,297,275</u>

At the balance sheet date the group was holding funds received in advance for projects spanning the year end. Income has been included in the SOFA to represent the stage of completion of these projects and the excess has been deferred as appropriate.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

16. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 October 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2022 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Future staff liabilities	673,045	-	-	(55,470)	617,575
GENERAL FUNDS					
General Funds	8,267,163	11,349,812	(10,645,019)	55,470	9,027,426
TOTAL UNRESTRICTED FUNDS	8,940,208	11,349,812	(10,645,019)	-	9,645,001

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

16. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 October 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2021 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Future staff liabilities	625,974	-	-	47,071	673,045
GENERAL FUNDS					
General Funds	8,087,014	9,362,357	(9,135,137)	(47,071)	8,267,163
TOTAL UNRESTRICTED FUNDS	8,712,988	9,362,357	(9,135,137)	-	8,940,208

DESIGNATED FUNDS

This fund has built up prior to and on transition to cover potential future staff liabilities arising from the TUPE of staff from Skills for Health. Following staff changes since 2013, a significant proportion of this fund was released to leave a balance reflective of the current estimate of potential future staff liabilities in relation to those individuals.

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	1,867,758	1,867,758
Intangible fixed assets	635,737	635,737
Investment property	484,716	484,716
Current assets	9,543,697	9,543,697
Creditors due within one year	(2,886,907)	(2,886,907)
TOTAL	9,645,001	9,645,001

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS (CONTINUED)

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	1,670,157	1,670,157
Intangible fixed assets	787,138	787,138
Investment property	484,716	484,716
Current assets	8,900,572	8,900,572
Creditors due within one year	(2,902,375)	(2,902,375)
TOTAL	8,940,208	8,940,208

18. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Group 2022 £	Group 2021 £
Net income for the year (as per Statement of Financial Activities)	704,793	227,220
ADJUSTMENTS FOR:		
Depreciation charges	92,922	89,437
Amortisation charges	402,459	364,615
Dividends, interests and rents from investments	(36,379)	(10,905)
Loss on the sale of fixed assets	5,789	-
Decrease/(increase) in debtors	472,969	(272,749)
Decrease in creditors	(15,468)	(802,611)
NET CASH PROVIDED BY/(USED IN) OPERATING ACTIVITIES	1,627,085	(404,993)

19. ANALYSIS OF CASH AND CASH EQUIVALENTS

	Group 2022 £	Group 2021 £
Cash in hand	7,639,698	6,523,604
TOTAL CASH AND CASH EQUIVALENTS	7,639,698	6,523,604

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

20. ANALYSIS OF CHANGES IN NET DEBT

	At 1 October 2021 £	Cash flows £	At 30 September 2022 £
Cash at bank and in hand	6,523,604	1,116,094	7,639,698
	<u>6,523,604</u>	<u>1,116,094</u>	<u>7,639,698</u>

21. PENSION COMMITMENTS

The company's employees belong to three principal pension schemes. The NHS pension scheme for eligible staff which is a defined benefit scheme. Staff are offered a defined contributions scheme administered by the National Employment Savings Trust. An Aviva pension scheme was brought in during the year ended 30 September 2015 on transfer from JSSC.

NHS Scheme

Only NHS employees TUPE'd over from the University Hospitals Bristol NHS Trust belong to the NHS scheme, which is a multi-employer defined benefit pension scheme. As the company is unable to identify its share of the assets and liabilities of the scheme on a consistent and reliable basis, the scheme is treated by the company as if it were a defined contribution scheme, in accordance with Section 28 of FRS 102.

The pension cost charge represents contributions payable by the company to the scheme and amounted to £86,939 (2021: £91,086). Contributions totalling £11,551 (2021: £16,030) were payable to the scheme at the balance sheet date and are included in creditors.

Defined Contribution Schemes

The assets of these schemes are held separately from those of the company independently administered funds. The pension cost charge represents contributions payable by the company to the funds and amounted to £207,687, two funds (2021: £249,132, two funds). Contributions totalling £32,354 (2021: £34,160) were payable to the funds at the balance sheet date and are included in creditors.

22. OPERATING LEASE COMMITMENTS

At 30 September 2022 the Group and the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Group 2022 £	Group 2021 £	Company 2022 £	Company 2021 £
Not later than 1 year	8,250	8,250	8,250	8,250
Later than 1 year and not later than 5 years	20,625	28,875	20,625	28,875
	<u>28,875</u>	<u>37,125</u>	<u>28,875</u>	<u>37,125</u>

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2022

23. RELATED PARTY TRANSACTIONS

The Workforce Development Trust Limited is claiming the exemption under FRS 102 Section 33 not to disclose transactions with wholly owned subsidiaries.

24. PRINCIPAL SUBSIDIARIES

The following were subsidiary undertakings of the Company:

Names	Company number	Equity shareholding %	Basis of control
The National Skills Academy for Health Limited	07461613	100%	Fully owned and controlled
SFJ Awards Limited	06926458	100%	Fully owned and controlled
People 1st International Limited	11332207	100%	Fully owned and controlled

The financial results of the subsidiaries for the year were:

Names	Income £	Expenditure £	Profit/(Loss) / Surplus/ (Deficit) for the year £	Net assets £
The National Skills Academy for Health Limited	477,476	(201)	477,625	1
SFJ Awards Limited	2,723,631	(2,193,952)	529,679	1
People 1st International Limited	1,547,609	(1,577,334)	(29,725)	(1,463,649)

THE WORKFORCE DEVELOPMENT TRUST LIMITED

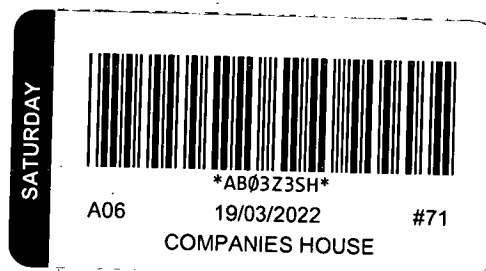
England & Wales - Charity number 1143246

Accounts

Registered number: 07333911
Charity number: 1143246 & SC045901

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2021



THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

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THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 30 SEPTEMBER 2021

Trustees	R Abberley, Non-Executive Director (resigned 30 September 2021) J Newman, Chair of Trustees I F MacDonald, Non-Executive Director J Rogers, Chief Executive D Wood, Non-Executive Director (resigned 30 September 2021) G R H Davies, Non-Executive Director A Williams, Non-Executive Director D Langton, Non-Executive Director E Bannerman, Non-Executive Director K A Fraser, Non-Executive Director N L McKenna, Non-Executive Director R Hill, Non-Executive Director S L Munro (appointed 24 February 2021) J G Restell (appointed 3 June 2021)
Company registered number	07333911
Charity registered number	1143246 & SC045901
Registered office	Vertigo Cheese Lane Bristol BS2 0JJ
Company secretary	A Causon
Chief executive officer	J Rogers
Independent auditors	Bishop Fleming LLP Chartered Accountants Statutory Auditors 10 Temple Back Bristol BS1 6FL
Bankers	HSBC Bank PLC Cabot Circus Bristol BS1 3BA
Solicitors	TLT LLP 1 Redcliff Street Bristol BS1 6TP

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

FOREWORD
FOR THE YEAR ENDED 30 SEPTEMBER 2021

The chairman presents his statement for the year.

We are pleased to present our annual report together with the audited consolidated financial statements of the Workforce Development Trust Limited ("the Group") for the year ended 30 September 2021.

The year has been a period of stabilisation and recovery for the Group following a very difficult previous year and an incredibly challenging time for all our colleagues.

The consequences of the pandemic have been managed effectively across the Group through innovative ways of working and cost reduction. These actions have contributed to the maintenance of a sound financial base for the organisation, with a surplus of £227,220 for the year (2020: deficit of £1,981,025), giving us the ongoing opportunity to invest in the services that we provide to deliver public benefit.

In particular we have strongly invested in our Digital Services, with the total redevelopment of our customised rostering services. We have also continued to offer a wide breadth of services to help develop workforces that deliver public benefit. Examples of this include:

- Supporting local health and social care systems to transform their workforce to meet the growing demand and complexity of their local population.
- Delivering over 11,000 safe working patterns for our NHS Doctors.
- Creating a Covid-19 Awareness course accessed by over 37,000 learners.
- Training over 12,000 participants in our WorldHost customer care programme.
- Supplying 70% of the UK's Fire and Rescue services with accredited qualifications.
- Training over 40 senior university professionals in Mexico on gender, equality, and social inclusion.
- Development and launch of a staff Mental Health First Aid programme to provide improved support and promote wellbeing.
- Recognition of NHS staff through "Our Health Heroes Awards" – which, in its sixth year, was held virtually with wonderful nominations and winners and fantastic support from senior leaders across the health sector.

Internally we have continued to work towards ensuring that we have a common culture across the Workforce Development Trust, thereby enabling us to deliver high quality services and support to all the sectors in which we operate.

We are proud that the Workforce Development Trust has been able to provide support to all of our clients throughout the pandemic, and that we have been able to maintain a stable organisation to continue this support into the future.



Jeremy Newman
Chair

2. MARCH. 2022

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2021

The Trustees present their annual report together with the audited financial statements of the Company for the year 1 October 2020 to 30 September 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Objectives and activities

a. Policies and objectives

To support the development and effective use of workforce skills to provide services for public benefit by, but not limited to:

- Promoting and advancing workforce education, training and skills through the development of frameworks, capabilities, competences, knowledge and qualifications
- Improving the design and implementation of workforce development practices and policies through research, analysis and the provision of insights and expertise
- Providing integrated learning, accreditation and digital solutions that increase the effectiveness of workforce skills development, deployment and management
- Undertaking and assisting in the identification, design and recognition of continuing professional development for individuals and teams

As the UK wide Sector Skills Council for Health and Justice, licensed by the UK Government, the company holds a unique place in these sectors. It is our aim to contribute to the preservation and protection of good health in the United Kingdom by contributing to the strategic development and improvement of the health sector workforce and advancing the education, training and skills of that workforce for the public benefit.

The company will continue to undertake work of this sort to the benefit of the public for the foreseeable future.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Strategies for achieving objectives

The company's overarching strategy continues to be to develop a self-sustaining business model via the provision of a range of products and services to the health and justice sectors that create a better skilled and flexible workforce.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

Objectives and activities (CONTINUED)

c. Activities undertaken to achieve objectives

During the year ended 30 September 2021 the company has continued to pursue its strategic aims through activities that have included:

- Supporting local health and social care systems to transform their workforce to meet the growing demand and complexity of their local population.
- Delivering over 11,000 safe working patterns for our NHS Doctors.
- Creating a Covid-19 Awareness course accessed by over 37,000 learners.
- Training over 12,000 participants in our WorldHost customer services programme.
- Supplying 70% of the UK's Fire and Rescue services with accredited qualifications.
- Quality assuring and assessing over 7,000 apprentices.
- Training over 40 senior university professionals in Mexico on gender, equality, and social inclusion.
- Developed and launched a staff Mental Health First aid programme to provide improved support, and promote wellbeing.

Achievements and performance

a. Review of activities

All activities are geared towards our vision of organisations to "improve people's lives by enabling the effective development and deployment of the workforce who deliver services for public benefit."

Strategic and operational plans are approved by the Executive Team and our Board. Performance KPIs against objectives are systematically monitored and reviewed regularly at all levels. Specific projects are also evaluated and assessed for impact. Performance, financial management and planning are combined with robust risk management. The Board and Executive Team also periodically assess their own performance.

Once again during 2020/21 the organisation has substantially achieved its objectives as set out in the operational plan.

b. Factors relevant to achieve objectives

The Board continues to function effectively and currently meets five times per year with a number of strategic development activities factored in. It has established robust finance, contracting, personnel and IT systems and recognises the need to secure the future through a sustainable business model.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2021

Financial review

a. Going concern

Covid-19 and the associated measures implemented by the UK and international governments has had a material impact on the Group's operations. The principal areas of risk and uncertainty in relation to the impact of Covid-19 on the Group are:

- Availability of our clients to facilitate service delivery;
- The extent and impact that the restrictions designed to combat Covid-19 will remain in place; and
- The impact on our customers' demands.

The trustees have considered the impact that it will have on the charity's ability to continue as a going concern. Although the impact will be significant the trustees consider that the charity has sufficient financial resilience and therefore consider the going concern basis to be appropriate. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

The Board of Trustees reviews the reserves policy on an annual basis in the context of the risks and opportunities facing the organisation and its strategic plans and budgets.

The Board has identified the key risks that the Workforce Development Trust should mitigate by holding unrestricted reserves. The target for the general funds is a minimum of £4.2m representing a future estimate of six months recurrent expenditure. The Board considers that this level of reserves would allow the company to continue to deliver services in the event of any significant change to its income. The amount above the minimum target level is to allow the Group to take advantage of opportunities to increase and develop its service provision in response to identified need.

The Trustees continue to take reasonable steps to designate funds for the accrued rights and protection of the terms and conditions associated with staff TUPE on 31 March 2013 in line with the agreed transition plan. Having undertaken an updated assessment of the required designated reserve this now amounts to £0.7m.

The current level of unrestricted and undesignated reserves exceeds this target by £3.9m. The Board of Trustees have agreed investment plans into 2021/22, these plans coupled with a continuing investment strategy will enable the organisation to grow and develop future products and services to meet its strategic objectives.

Our reserves policy will enable the organisation to navigate difficult market conditions over the next 5 years and ensure that the organisation is sustainable into the foreseeable future.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

c. Principal risks and uncertainties

The Covid-19 pandemic has had a material impact on the Group's operations during the year with this being a challenging time for people who are working to deliver public benefit. The principal factors affecting the Group's operations have been a reduction in the availability of key contacts working in the sectors we support, along with a reduction in the number of apprentices reaching end point assessment, particularly in the retail and hospitality sectors.

The Trustees have considered the consequences of the Covid-19 pandemic and the impact it has had so far and that it will continue to have on the ongoing operations of the Group. The financial implications have been managed through long-term cost reductions and efficiencies. The Directors have prepared forecasts which demonstrate that the Group will be able to continue to operate for the foreseeable future within its reserves and anticipated cash resources.

The Workforce Development Trust recognises its obligation to identify and review its exposure to risk. It has agreed strategy and policy documents in place and its risk register is reviewed and monitored by the Governance and Audit Committee on a regular basis with regular reports through to the Board. The key risks identified in 2020/21 were:

- Impact of the Covid-19 pandemic
- Failure to meet financial plan and achievement of group wide financial targets;
- Cyber-security;
- Delivery of key contracts;
- Competition and reputation; and
- Recruitment and retention of key people.

A series of measures to control, mitigate and minimise the effects of risk are in place, including developing and maintaining a diverse range of products and services and income sources in order to reduce the risk of over reliance on a single source of income and small number of products available for sale.

The company has taken out insurance policies to cover key risks in respect of:

- Employer liability;
- Directors and officers liability;
- Professional indemnity; and
- Combined liability.

d. Financial review

Total Group incoming resources for the year amounted to £9,362,357 (2020: £8,059,356) and total expenditure £9,135,137 (2020: £10,040,381) resulting in a surplus of £227,220 (2020: deficit £1,981,025).

By far the largest proportion of expenditure related to staffing and overhead costs, which are predominantly fixed. We continue to support and flex our core staff through the use of associates and fixed term contracts in order to meet demand.

As at 30 September 2021 cumulative reserves amounted to £8,940,208.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2021

Structure, governance and management

a. Constitution

The Workforce Development Trust is a company Limited by Guarantee (number 07333911) and is a registered Charity in England (number 1143246) and Scotland (number SC045901). Its governing document is its Memorandum and Articles of Association which was last updated 9 June 2015 and members of the Board of Trustees are also directors of the company in conjunction with the executive directors.

The Workforce Development Trust has three wholly owned trading subsidiaries:

- SFJ Awards Limited (SFJA) - This subsidiary is an awarding body for the Justice Sector. It operates in the UK and overseas. Any profits made by SFJA will be donated back to the Workforce Development Trust under Gift Aid arrangements.
- People 1st International Limited. This subsidiary provides strategic services to the hospitality, retail, travel and aviation sectors from the predecessor body. It operates in the UK and overseas. Any profits made by the subsidiary will be donated back to the Workforce Development Trust under Gift Aid arrangements.
- The National Skills Academy for Health Limited (NSAH). This subsidiary company provides services to the health and education sectors based on the Workforce Development Trust remit, products and services. It operates in the UK. Any profits made by NSAH will be donated back to the Workforce Development Trust under Gift Aid arrangements.

b. Methods of appointment or election of Trustees

The management of the Group and the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association. Often Trustees are recommended by existing Trustees but where necessary the Workforce Development Trust uses search and selection services and open advertising to publicise a Trustee agreed role description and person specification. Irrespective of the source all Trustees go through a rigorous and transparent appointment process prior to formal selection. The People Committee, a subcommittee of the Board, leads this process and makes the necessary recommendations to the full board.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

Structure, governance and management (CONTINUED)

c. Organisational structure and decision-making policies

The management of the company and the group is the responsibility of the Trustees (who are elected and co opted under the terms of the Articles of Association) and the Executive Directors (registered as Directors at Companies House) identified below:

The management of the company and the group is the responsibility of the Trustees (who are elected and co opted under the terms of the Articles of Association) and the Executive Directors (registered as Directors at Companies House) identified below:

- John Rogers Chief Executive
- Adam Causon Chief Operating Officer
- Candace Miller Executive Director

The Executive Directors meet twice a month and have delegated powers to act on behalf of the Board in accordance with an agreed scheme of delegation.

The day to day management of National Skills Academy for Health is the responsibility of:

- The Group Chief Executive
- Chief Operating Officer

The day to day management of SFJ Awards is the responsibility of:

- The Group Chief Executive
- Chief Operating Officer
- Executive Director

The day to day management of People 1st International is the responsibility of:

- The Group Chief Executive
- Chief Operating Officer

The Board has an established sub structure, with agreed terms of reference, comprising:

- Finance and Performance Management Committee
- People Committee
- Governance and Audit Committee

The company has the following established operational committees:

- Executive Management Team
- Senior Management Team
- Performance Executive Committee
- Health and Safety Committee
- Information Security Management Systems Committee

d. Policies adopted for the induction and training of Trustees

The Trustees have continued to review governance arrangements during 2020/21.

The Trustees continue to work within the requirements of adopted policies and procedures for the training and induction of Trustees.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

Structure, governance and management (CONTINUED)

e. Pay policy for senior staff

The remuneration of senior staff is determined by the Board of Trustees on the advice of the People Committee on an annual basis.

f. Related party relationships

The NSAH, SfJA and People 1st International Limited provide a range of services to the sectors and are all wholly owned subsidiaries of the Workforce Development Trust.

Plans for future periods

Future Developments

Developments during 2021/22 will include:

- Leveraging our products, services and brands across our wider footprint; and
- Continued investment in and diversifying the markets for our range of products and services.

The Workforce Development Trust faces a number of key opportunities and challenges which will be addressed during the 2020/21 operational year.

Specifically, our prime objectives in 2021/22 will be to:

- Continue to recover the organisation from the impact of Covid-19;
- Review our strategic objectives process to 2025, in line with our Mission and Vision;
- Continue to leverage the products, services and brands we now operate across all parts of our wider WDT footprint; and
- Achieve the financial position for 2021/22 as set out in the new three year financial plan.

Members' liability

The Members of the Company guarantee to contribute an amount not exceeding £1 to the assets of the Company in the event of winding up.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2021

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and the Company and of their incoming resources and application of resources, including their income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Group will continue in business.

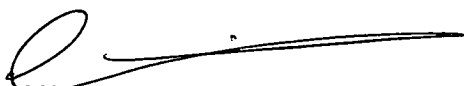
The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Group and the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Group and the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Group and the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charitable group's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charitable group's auditors are aware of that information.

Approved by order of the members of the board of Trustees and signed on their behalf by:


J Newman

Date:

2 MARCH 2022

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED

OPINION

We have audited the financial statements of The Workforce Development Trust Limited (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 30 September 2021 which comprise the Consolidated Statement of Financial Activities, the Consolidated balance sheet, the Company balance sheet, the Consolidated statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Group's and of the parent charitable company's affairs as at 30 September 2021 and of the Group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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 Group's or the parent 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.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

OTHER INFORMATION

The other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The Trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

OPINION 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 for the financial year for which the financial statements are prepared is consistent with the financial statements.
- 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 our 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 Trustees' Report.

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

- the parent charitable company has not kept adequate and sufficient accounting records, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company 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.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' responsibilities statement, 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 Group's and the parent 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 Group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Identifying and assessing potential risks related to irregularities

- we have considered the nature of the industry and sector, control environment and business performance
- we have considered the results of our enquiries of management about their own identification and assessment of the risk of irregularities.
- for any matters identified we have obtained and reviewed documentation of the Companies' policies and procedures relating to:
 - identifying, evaluating, and complying with laws and regulations whether they were aware of any instances of non-compliance;
 - detecting and responding to the risk of fraud and whether they have knowledge of actual, suspected, or alleged fraud; and
 - the internal controls established to mitigate the risks of fraud or non-compliance with laws and regulations.
- we have considered the matters discussed among the audit engagement team including internal tax specialists regarding how and where fraud might occur in the financial statements and potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the following areas:

- revenue recognition cut off

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the Company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the UK Companies Act and tax legislation.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the Companies' ability to operate or to avoid a material penalty. These included data protection regulations, health and safety regulations and employment legislation.

Audit response to risks identified

We identified revenue recognition cut off as a key audit matter related to the potential risk of fraud, our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE WORKFORCE DEVELOPMENT TRUST LIMITED (CONTINUED)

- enquiring of management concerning actual and potential litigation claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement or fraud;
- reading minutes of meetings of those charged with governance and reviewing correspondence with HMRC; and
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

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 Auditors' 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 Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



David Butler FCA DChA (Senior statutory auditor)

for and on behalf of

Bishop Fleming LLP

Chartered Accountants

Statutory Auditors

10 Temple Back

Bristol

BS1 6FL

Date: 7 March 2021

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND
EXPENDITURE ACCOUNT)**
FOR THE YEAR ENDED 30 SEPTEMBER 2021

	Note	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:				
Charitable activities	4	5,656,818	5,656,818	4,487,762
Other trading activities		3,694,634	3,694,634	3,507,006
Investments	5	10,905	10,905	64,588
Total income		9,362,357	9,362,357	8,059,356
Expenditure on:				
Raising funds		2,724,993	2,724,993	3,012,796
Charitable activities		6,410,144	6,410,144	7,027,585
Total expenditure		9,135,137	9,135,137	10,040,381
Net movement in funds		227,220	227,220	(1,981,025)
Reconciliation of funds:				
Total funds brought forward		8,712,988	8,712,988	10,694,013
Net movement in funds		227,220	227,220	(1,981,025)
Total funds carried forward		8,940,208	8,940,208	8,712,988

The notes on pages 19 to 36 form part of these financial statements.

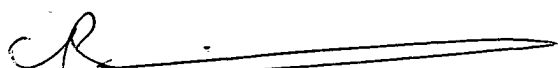
THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:07333911

CONSOLIDATED BALANCE SHEET
AS AT 30 SEPTEMBER 2021

	Note	2021 £	2020 £
Fixed assets			
Intangible assets	10	787,138	802,027
Tangible assets	11	1,670,157	1,932,420
Investment property	12	484,716	-
		<u>2,942,011</u>	<u>2,734,447</u>
Current assets			
Debtors	14	2,376,968	2,104,219
Cash at bank and in hand		6,523,604	7,579,308
		<u>8,900,572</u>	<u>9,683,527</u>
Creditors: amounts falling due within one year	15	(2,902,375)	(3,704,986)
Net current assets		<u>5,998,197</u>	<u>5,978,541</u>
Total net assets		<u><u>8,940,208</u></u>	<u><u>8,712,988</u></u>
Charity funds			
Unrestricted funds	16	8,940,208	8,712,988
Total funds		<u><u>8,940,208</u></u>	<u><u>8,712,988</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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


J Newman
Chair of Trustees
Date: 2. MARCH. 2022

J Rogers
Chief Executive


21/3/2022

The notes on pages 19 to 36 form part of these financial statements.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:07333911

COMPANY STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 30 SEPTEMBER 2021

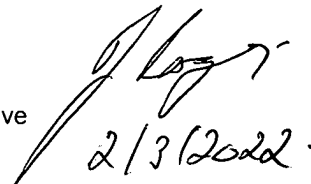
	Note	2021 £	2020 £
Fixed assets			
Intangible assets	10	623,997	558,789
Tangible assets	11	1,670,157	1,932,420
Investments	13	3	3
Investment property	12	484,716	-
		<u>2,778,873</u>	<u>2,491,212</u>
Current assets			
Debtors	14	4,781,568	3,550,643
Cash at bank and in hand		5,312,686	7,060,260
		<u>10,094,254</u>	<u>10,610,903</u>
Creditors: amounts falling due within one year	15	(2,241,779)	(3,028,918)
Net current assets		<u>7,852,475</u>	<u>7,581,985</u>
Total net assets		<u><u>10,631,348</u></u>	<u><u>10,073,197</u></u>
Charity funds			
Unrestricted funds	16	10,631,348	10,073,197
Total funds		<u><u>10,631,348</u></u>	<u><u>10,073,197</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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


J Newman
Chair of Trustees
Date: 2. MARCH.2022

J Rogers
Chief Executive


2/3/2022

The notes on pages 19 to 36 form part of these financial statements.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 SEPTEMBER 2021

	2021 £	2020 £
Cash flows from operating activities		
Net cash used in operating activities	(404,993)	(969,518)
Cash flows from investing activities		
Interest received	10,905	64,588
Purchase of intangible assets	(349,726)	(208,945)
Purchase of tangible fixed assets	(311,890)	(1,866,374)
Net cash used in investing activities	(650,711)	(2,010,731)
Change in cash and cash equivalents in the year	(1,055,704)	(2,980,249)
Cash and cash equivalents at the beginning of the year	7,579,308	10,559,557
Cash and cash equivalents at the end of the year	<u>6,523,604</u>	<u>7,579,308</u>

The notes on pages 19 to 36 form part of these financial statements

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2021

1. GENERAL INFORMATION

The Workforce Development Trust Limited is a charitable company incorporated in England and Wales. The registered office is Vertigo, Cheese Lane, Bristol, BS2 0JJ.

2. ACCOUNTING POLICIES

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Workforce Development Trust Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The Consolidated statement of financial activities (SOFA) and Consolidated balance sheet consolidate the financial statements of the Company and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The Company has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of financial activities in these financial statements.

2.2 COMPANY STATUS

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

2.3 GOING CONCERN

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The Trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

The Trustees continue to monitor the impact that Covid-19 is having on operations and are taking actions to minimise their effect on the long-term reserves of the Group. Under all the scenarios reviewed, the Group has sufficient reserves to enable the Group to continue as a going concern for the foreseeable future. For this reason it continues to adopt the going concern basis in preparing the financial statements.

**THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2021**

2. ACCOUNTING POLICIES (continued)

2.4 INCOME

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Grants received are recognised in the Statement of Financial Activities as voluntary income and classified as restricted or unrestricted depending on the terms attached to them.

Income on long term contracts is recognised in the Statement of Financial Activities to reflect the proportion of work carried out up to the year end.

Where incoming resources are received in advance they are deferred to the period to which they relate. An analysis of the movement on deferred income is included in note 16.

2.5 EXPENDITURE

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

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Group's objectives, as well as any associated support costs.

2.6 BASIS OF CONSOLIDATION

The financial statements consolidate the accounts of the Workforce Development Trust Limited and all of its subsidiary undertakings ('subsidiaries').

The company has taken advantage of the exemption contained within section 408 of the Companies Act 2006 not to present its own Income and expenditure account.

The income and expenditure account for the year dealt with in the accounts of the company was £558,151 surplus (2020: £930,381 deficit).

2.7 INTEREST RECEIVABLE

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

2.8 FOREIGN CURRENCIES

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at rates of exchange ruling at the reporting date.

Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction.

Exchange gains and losses are recognised in the Consolidated statement of financial activities.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2021

2. ACCOUNTING POLICIES (continued)

2.9 INTANGIBLE ASSETS

Development costs are capitalised within intangible assets where they can be identified with a specific product or project anticipated to produce future benefits, and are amortised on the straight line basis over the anticipated life of the benefits arising from the completed product or project.

Deferred research and development costs are reviewed annually, and where future benefits are deemed to have ceased or to be in doubt, the balance of any related research and development is written off to the Statement of Financial Activities.

2.10 TANGIBLE FIXED ASSETS AND DEPRECIATION

A capitalised fixed asset is property, such as land buildings and/or equipment with a cost or value equal to or greater than £5,000 at the date of acquisition and which has an expected useful life in excess of one year. Capitalised fixed assets are acquired for the use in normal operations and are not under normal circumstances acquired for resale. All fixed assets are entered into the financial ledger for inventory and financial reporting purposes.

Assets costing less than £5,000 are accounted for in the financial year of purchase and are therefore not capitalised.

Costs to keep as fixed asset in its normal operating condition that do not extend the original useful life of the asset will not be capitalised. These costs are expenses as repairs and maintenance during the year in which they are incurred.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	- straight line over 50 years
Short-term leasehold	- straight line over 5 years, or life of lease if
improvement works	shorter
Fixtures and fittings	- straight line over 5 years
Office equipment	- straight line over 4-5 years

2.11 INVESTMENTS

Investments in subsidiaries are valued at cost less provision for impairment.

2.12 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.13 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2021

2. ACCOUNTING POLICIES (continued)

2.14 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Consolidated statement of financial activities as a finance cost.

2.15 FINANCIAL INSTRUMENTS

The Group 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.16 OPERATING LEASES

Rentals paid under operating leases are charged to the Consolidated statement of financial activities on a straight line basis over the lease term.

2.17 PENSIONS

The Group operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Group to the fund in respect of the year.

The company operates a defined benefits pension scheme. The scheme is a multi-employer scheme where it is not possible, in the normal course of events, to identify on a consistent and reasonable basis, the share of underlying assets and liabilities belonging to individual participating employers. Therefore, as required by FRS102, the company accounts for this scheme as if it was a defined contribution scheme. The amount charged to the Statement of Financial Activities represents contributions payable to the scheme in respect of the accounting period.

2.18 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2021

3. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGMENT

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means the actual outcomes could differ from those estimates.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

Accrued and deferred income from long term contracts:

Long term contract balances are valued based on the stage of completion of the contract at the year end by reference to the costs incurred to year end and the total expected costs of the contract.

Where a contract is expected to be loss making, the balance is written down to the expected recoverable amount at the year end.

Operating lease commitments:

The company has entered into commercial property leases as a lessee for the use of property and equipment. The classification of such leases as operating or finance lease requires the company to determine, based on an evaluation of the terms and conditions of the arrangements, whether it retains or acquires the significant risks and rewards of ownership of these assets and accordingly whether the lease requires an asset and liability to be recognised in the Statement of Financial Position.

4. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Education and training	5,656,818	5,656,818	4,487,762
Total 2020	4,487,762	4,487,762	

5. INVESTMENT INCOME

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Investment income	10,905	10,905	64,588
Total 2020	64,588	64,588	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2021

6. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Education and training	4,284,641	2,125,503	6,410,144	7,027,585
Total 2020	4,129,043	2,898,542	7,027,585	

ANALYSIS OF DIRECT COSTS

	Activities 2021 £	Total funds 2021 £	Total funds 2020 £
Staff costs	3,292,570	3,292,570	3,191,735
Depreciation	348,973	348,973	355,957
Consultancy	517,692	517,692	307,058
Travel and subsistence	66,687	66,687	205,539
Subscriptions	12,093	12,093	9,511
Apprenticeships	48,664	48,664	63,698
VAT adjustments	(1,522)	(1,522)	(4,840)
Difference on foreign exchange	(516)	(516)	385
	4,284,641	4,284,641	4,129,043
Total 2020	4,129,043	4,129,043	

THE WORKFORCE DEVELOPMENT TRUST LIMITED
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
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6. ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF SUPPORT COSTS

	Activities 2021 £	Total funds 2021 £	Total funds 2020 £
Staff costs	1,002,694	1,002,694	1,255,229
Insurance	68,477	68,477	72,206
Bank charges	4,752	4,752	4,850
Office costs	77,643	77,643	76,376
Staff recruitment	50,092	50,092	92,374
Agency and other staff costs	27,954	27,954	427,951
Professional fees	29,939	29,939	59,296
Premises costs	190,143	190,143	213,765
Computer costs	474,437	474,437	498,289
Travel and subsistence	26,227	26,227	80,834
Advertising and promotion	119,583	119,583	98,007
Bad debt provision	28,462	28,462	-
Governance costs	25,100	25,100	19,365
	<u>2,125,503</u>	<u>2,125,503</u>	<u>2,898,542</u>
Total 2020	<u>2,898,542</u>	<u>2,898,542</u>	

7. NET INCOMING RESOURCES/(RESOURCES EXPENDED)

This is stated after charging:

	2021 £	2020 £
Depreciation of tangible fixed assets	89,437	76,218
Amortisation of intangible fixed assets	364,615	373,517
Auditors' remuneration	20,525	19,365
Auditors' non audit costs	-	250
Operating lease rentals	<u>21,625</u>	<u>55,089</u>

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8. STAFF COSTS

	Group 2021 £	Group 2020 £	Company 2021 £	Company 2020 £
Wages and salaries	5,049,482	5,481,636	3,655,688	3,833,224
Social security costs	560,363	582,799	401,414	431,394
Contribution to defined contribution pension schemes	340,218	356,187	239,535	263,223
	5,950,063	6,420,622	4,296,637	4,527,841

The average number of persons employed by the Company during the year was as follows:

	Group 2021 No.	Group 2020 No.
Operational Staff	118	124
Apprentices	-	3
	118	127

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

	Group 2021 No.	Group 2020 No.
In the band £60,001 - £70,000	7	6
In the band £70,001 - £80,000	4	4
In the band £80,001 - £90,000	2	2
In the band £90,001 - £100,000	3	3
In the band £110,001 - £500,000	1	1

Total termination payments amounted to £18,468 in the year (2020: £455,464).

The key management personnel comprise the Trustees and the Senior Management Team. The total amount of employee benefits (including employer pension contributions) received by key management personnel for their services was £411,498 (2020: £432,883).

9. TRUSTEES' REMUNERATION AND EXPENSES

In line with the provision in the governing document of the charity; the post of Chair is a remunerated position; and the Chief Executive only receives remuneration in respect of services provided undertaking the role of Chief Executive, and not in respect of services as a Trustee. Other Trustees have received payments from the charity in respect of their roles as Trustees, these Trustees will receive remuneration until their current term of office comes to an end. The value of Trustees remuneration, including employers pension costs, for the year was as follows; J Newman (Chair) £25,250 (2020: £25,000), and J Rogers (Chief Executive) £157,635 (2020: £154,648).

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2021

10. INTANGIBLE ASSETS

GROUP

	Development £	Goodwill £	Total £
COST			
At 1 October 2020	1,464,937	370,883	1,835,820
Additions	349,726	-	349,726
At 30 September 2021	1,814,663	370,883	2,185,546
AMORTISATION			
At 1 October 2020	893,033	140,760	1,033,793
Charge for the year	290,438	74,177	364,615
At 30 September 2021	1,183,471	214,937	1,398,408
NET BOOK VALUE			
At 30 September 2021	631,192	155,946	787,138
At 30 September 2020	571,904	230,123	802,027

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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10. INTANGIBLE ASSETS (CONTINUED)

COMPANY

	Development £
COST	
At 1 October 2020	1,447,177
Additions	349,726
At 30 September 2021	<u>1,796,903</u>
AMORTISATION	
At 1 October 2020	888,388
Charge for the year	284,518
At 30 September 2021	<u>1,172,906</u>
NET BOOK VALUE	
At 30 September 2021	<u>623,997</u>
At 30 September 2020	<u>558,789</u>

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
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11. TANGIBLE FIXED ASSETS

GROUP AND COMPANY

	Freehold property £	Short-term leasehold property £	Fixtures and fittings £	Office equipment £	Total £
COST OR VALUATION					
At 1 October 2020	1,807,828	120,056	3,039	360,129	2,291,052
Additions	106,315	990	141,144	63,441	311,890
Transfer to investment property	(484,716)	-	-	-	(484,716)
At 30 September 2021	1,429,427	121,046	144,183	423,570	2,118,226
DEPRECIATION					
At 1 October 2020	-	120,056	3,039	235,537	358,632
Charge for the year	4,948	1	9,642	74,846	89,437
At 30 September 2021	4,948	120,057	12,681	310,383	448,069
NET BOOK VALUE					
At 30 September 2021	1,424,479	989	131,502	113,187	1,670,157
At 30 September 2020	1,807,828	-	-	124,592	1,932,420

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NOTES TO THE FINANCIAL STATEMENTS
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12. INVESTMENT PROPERTY

GROUP

**Freehold
investment
property
£**

VALUATION

Transfer from tangible fixed assets

484,716

At 30 September 2021

484,716

COMPANY

**Freehold
investment
property
£**

VALUATION

Transfers between classes

484,716

At 30 September 2021

484,716

13. FIXED ASSET INVESTMENTS

**Shares in
group
undertaking
s
£**

COMPANY

COST OR VALUATION

At 1 October 2020

3

AT 30 SEPTEMBER 2021

3

NET BOOK VALUE

AT 30 SEPTEMBER 2021

3

At 30 September 2020

3

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
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14. DEBTORS

	Group 2021 £	Group 2020 £	Company 2021 £	Company 2020 £
DUE AFTER MORE THAN ONE YEAR				
Amounts owed by group undertakings	-	-	75,000	175,000
	-	-	75,000	175,000
DUE WITHIN ONE YEAR				
Trade debtors	1,817,685	1,544,524	903,876	747,156
Amounts owed by group undertakings	-	-	3,469,382	2,291,926
Other debtors	1,830	24,596	1,830	17,841
Prepayments and accrued income	557,453	535,099	331,480	318,720
	<u>2,376,968</u>	<u>2,104,219</u>	<u>4,781,568</u>	<u>3,550,643</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Group 2021 £	Group 2020 £	Company 2021 £	Company 2020 £
Trade creditors	319,250	193,121	262,808	156,376
Other taxation and social security	456,056	710,958	456,056	710,550
Other creditors	112,176	180,914	111,244	180,536
Accruals and deferred income	2,014,893	2,619,993	1,411,671	1,981,456
	<u>2,902,375</u>	<u>3,704,986</u>	<u>2,241,779</u>	<u>3,028,918</u>
	Group 2021 £	Group 2020 £	Company 2021 £	Company 2020 £
Deferred income at 1 October 2020	2,199,343	1,944,858	1,661,967	1,161,769
Resources deferred during the year	1,794,431	2,199,343	1,297,275	1,661,967
Amounts released from previous periods	(2,199,343)	(1,944,858)	(1,661,967)	(1,161,769)
	<u>1,794,431</u>	<u>2,199,343</u>	<u>1,297,275</u>	<u>1,661,967</u>

At the balance sheet date the group was holding funds received in advance for projects spanning the year end. Income has been included in the SOFA to represent the stage of completion of these projects and the excess has been deferred as appropriate.

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2021

16. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 October 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2021 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Future staff liabilities	625,974	-	-	47,071	673,045
GENERAL FUNDS					
General Funds	8,087,014	9,362,357	(9,135,137)	(47,071)	8,267,163
TOTAL UNRESTRICTED FUNDS	8,712,988	9,362,357	(9,135,137)	-	8,940,208

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2021

16. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 October 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2020 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Future staff liabilities	819,353	-	-	(193,379)	625,974
GENERAL FUNDS					
General Funds	9,874,660	8,059,356	(10,040,381)	193,379	8,087,014
TOTAL UNRESTRICTED FUNDS	10,694,013	8,059,356	(10,040,381)	-	8,712,988

DESIGNATED FUNDS

This fund has built up prior to and on transition to cover potential future staff liabilities arising from the TUPE of staff from Skills for Health. Following staff changes since 2013, a significant proportion of this fund was released to leave a balance reflective of the current estimate of potential future staff liabilities in relation to those individuals.

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	1,670,157	1,670,157
Intangible fixed assets	787,138	787,138
Investment property	484,716	484,716
Current assets	8,900,572	8,900,572
Creditors due within one year	(2,902,375)	(2,902,375)
TOTAL	8,940,208	8,940,208

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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17. ANALYSIS OF NET ASSETS BETWEEN FUNDS (CONTINUED)

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	1,932,420	1,932,420
Intangible fixed assets	802,027	802,027
Current assets	9,683,527	9,683,527
Creditors due within one year	(3,704,986)	(3,704,986)
TOTAL	8,712,988	8,712,988

18. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Group 2021 £	Group 2020 £
Net income/expenditure for the year (as per Statement of Financial Activities)	227,220	(1,981,025)
ADJUSTMENTS FOR:		
Depreciation charges	89,437	76,236
Amortisation charges	364,615	373,517
Interest received	(10,905)	(64,588)
Decrease/(increase) in debtors	(272,749)	93,973
Increase/(decrease) in creditors	(802,611)	532,369
NET CASH USED IN OPERATING ACTIVITIES	(404,993)	(969,518)

19. ANALYSIS OF CASH AND CASH EQUIVALENTS

	Group 2021 £	Group 2020 £
Cash in hand	1,517,305	4,833,593
Notice deposits (less than 3 months)	5,006,299	2,745,715
TOTAL CASH AND CASH EQUIVALENTS	6,523,604	7,579,308

THE WORKFORCE DEVELOPMENT TRUST LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
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20. ANALYSIS OF CHANGES IN NET DEBT

	At 1 October 2020	Cash flows	At 30 September 2021
	£	£	£
Cash at bank and in hand	7,579,308	(1,055,704)	6,523,604
	<u>7,579,308</u>	<u>(1,055,704)</u>	<u>6,523,604</u>

21. PENSION COMMITMENTS

The company's employees belong to three principal pension schemes. The NHS pension scheme for eligible staff which is a defined benefit scheme. Staff are offered a defined contributions scheme administered by the National Employment Savings Trust. An Aviva pension scheme was brought in during the year ended 30 September 2015 on transfer from JSSC.

NHS Scheme

Only NHS employees TUPE'd over from the University Hospitals Bristol NHS Trust belong to the NHS scheme, which is a multi-employer defined benefit pension scheme. As the company is unable to identify its share of the assets and liabilities of the scheme on a consistent and reliable basis, the scheme is treated by the company as if it were a defined contribution scheme, in accordance with Section 28 of FRS 102.

The pension cost charge represents contributions payable by the company to the scheme and amounted to £91,086 (2020: £114,795). Contributions totalling £16,030 (2020: £21,578) were payable to the scheme at the balance sheet date and are included in creditors.

Defined Contribution Schemes

The assets of these schemes are held separately from those of the company independently administered funds. The pension cost charge represents contributions payable by the company to the funds and amounted to £249,132, two funds (2020: £241,873, two funds). Contributions totalling £34,160 (2020: £41,997) were payable to the funds at the balance sheet date and are included in creditors.

22. OPERATING LEASE COMMITMENTS

At 30 September 2021 the Group and the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	Group 2021 £	Group 2020 £	Company 2021 £	Company 2020 £
Not later than 1 year	8,250	21,625	21,625	-
Later than 1 year and not later than 5 years	20,625	28,875	28,875	-
	<u>28,875</u>	<u>50,500</u>	<u>50,500</u>	<u>-</u>

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23. RELATED PARTY TRANSACTIONS

The Workforce Development Trust Limited is claiming the exemption under FRS 102 Section 33 not to disclose transactions with wholly owned subsidiaries.

24. PRINCIPAL SUBSIDIARIES

The following were subsidiary undertakings of the Company:

Names	Company number	Equity shareholding %	Basis of control
The National Skills Academy for Health Limited	07461613	100%	Fully owned and controlled
SFJ Awards Limited	06926458	100%	Fully owned and controlled
People 1st International Limited	11332207	100%	Fully owned and controlled

The financial results of the subsidiaries for the year were:

Names	Income £	Expenditure £	Profit/(Loss) / Surplus/ (Deficit) for the year £	Net assets £
The National Skills Academy for Health Limited	355	(4,701)	(4,282)	(266,558)
SFJ Awards Limited	2,224,359	(1,998,758)	225,601	1
People 1st International Limited	1,468,512	(1,804,505)	(335,993)	(1,433,924)