

COMPANY REGISTRATION NUMBER 07534418

THE INSTITUTE FOR OUTDOOR LEARNING

COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

30 SEPTEMBER 2023

CHARITY NUMBER 1149420

SCOTTISH CHARITY NUMBER SCO39561

ROBINSON UDALE

Chartered Accountants

The Old Bank

41 King Street

Penrith

Cumbria

CA11 7AY

**THE INSTITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2023**

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**THE INSTITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

MEMBERS OF THE BOARD, SENIOR STAFF AND PROFESSIONAL ADVISERS

The board of trustees

Mr M King – Chairman
Mr N O'Loughlin
Mr M Lavington - Audit Committee Chairman
Mr A Gurden
Mr D J Cook
Mrs L Edwards
Mr A W Robinson
Mr S J Randles
Ms H C Crawford
Mr B Kitson
Mr J Whittaker

Registered office

Warwick Mill Business Centre
Warwick Bridge
Carlisle
Cumbria
CA4 8RR

Examiner

Danny Roper
Robinson Udale Limited
Chartered Accountants
The Old Bank
41 King Street
Penrith
Cumbria
CA11 7AY

Bankers

Unity Trust Bank Plc
Four Brindleyplace
Birmingham
B1 2JB

THE INSTITUTE FOR OUTDOOR LEARNING COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS YEAR ENDED 30 SEPTEMBER 2023

TRUSTEES ANNUAL REPORT

The directors and trustees for the purposes of the Companies Act have pleasure in presenting their report and the financial statements of the charity for the year ended 30 September 2023. The accounts have been prepared in accordance with relevant accounting standards, the requirements of the Charities Act 1993 (as amended by the Charities Act 2005) and the Statement of Recommended Practice (SORP 2005) on accounting for charities.

GOVERNING DOCUMENT

The Institute for Outdoor Learning is a charitable company limited by guarantee, incorporated on 18 February 2011 and registered as a charity on 22 October 2012. The company was established under a memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association

The activities of the charity "Institute for Outdoor Learning" were transferred to the charitable company on 1 March 2013.

OBJECTIVES

The object of the Institute is:

To advance the education of the public in and through outdoor education.

It has sought to achieve this during the year by:

- Holding advisory meetings with representatives of its home nation, regional and sector specialist groups to guide the managing executive.
 - Co-operating and exchanging information and advice with other charities, voluntary bodies and statutory authorities.
 - Organising national, regional & specialist sector conferences.
 - Organising, through its regional structure, a series of webinars, workshops and training courses across the UK, which were open to all members and many open to non-members.
 - Providing extensive information and consultation services at regional, national & international level, for both members and non-members to identify, examine and report on issues concerning outdoor learning.
 - Publishing an e-based weekly newsletter for members providing information about the activities of the Institute and links to other related organisations and activities.
 - Publishing Horizons, the foremost magazine, dedicated to the learning and development issues in the outdoor learning sector. This is printed quarterly in full colour and also distributed electronically. It is funded by a combination of subscriptions and advertising. The services of a freelance editor for the magazine are retained part time, and articles are contributed by volunteers from throughout the industry.
 - Publishing through Taylor & Francis the Journal for Adventure Education and Outdoor Learning. The only UK based peer reviewed research paper-based journal for the field. The services of a Managing Editor, 3 Associate Editors and a Honorary Editor Emerita.
 - Accepting invitations to answer questions or contribute ideas and opinions on behalf of the field in a number of government or statutory consultations and actively seeking to respond on occasions.
 - Requiring members to subscribe to its ethical Code of Conduct including its policy to promote equality of opportunity for individuals and respect for cultural diversity, and its policy on sustainability based on the principle of having minimum impact on the natural environment.
 - Employing the services of two full time and three part time staff members.
- In addition, specialists are contracted in for specific tasks, as and when required.

THE INSTITUTE FOR OUTDOOR LEARNING COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS YEAR ENDED 30 SEPTEMBER 2023 OBJECTIVES (continued)

In setting the objectives and planning the activities, the Governors, as the Charity's Trustees, have complied with the duty in S.4 of the Charities Act 2006 to have due regard to the Charity Commission's published general and relevant sub-sector guidance concerning the operation of the Public Benefit requirement under that Act.

TRUSTEES

The directors of the company are also charity trustees for the purposes of charity law. Any person can be admitted as a trustee of the charity in accordance with the rules in the Articles of Association.

The trustees who served the charity during the year and who were also directors are as follows:

Mr M King – Chairman
Mr N O'Loughlin
Mr M Lavington – Audit Committee Chairman
Mr A Gurden
Mr D J Cook
Ms L Edwards
Mr A W Robinson
Mr S Randles
Ms H C Crawford
Mr B Kitson
Mr J Whittaker

In recognition of developing best practice, the Trustees operate a formal and structured approach to the induction and training of Trustees. This structured approach includes specific focus and training on individual areas of governance and management of the company, using external expert advisers where appropriate.

The chief executive ensures that the trustees have access to resources which will advise them of their legal obligations under Charity Law, the Constitution, the Executive Committee, decision making processes, the business plan and financial status of the Institute. They are encouraged to attend, where possible, external seminars and events which may assist them in their role. The Institute uses the National Occupational Standards for Trustees as best practice guidance. Trustees are encouraged to meet with staff and other trustees regularly.

REVIEW OF DEVELOPMENTS, ACTIVITIES AND ACHIEVEMENTS

The Institute's individual and organisation membership was significantly impacted by Covid-19 and related restrictions. This was followed by the "Cost of Living Crisis" which further impacted on the Outdoor Learning sector, which is often regarded as "luxury extra". With some member organisation ceasing to trade membership income has been on a steady decline but not to an unsustainable level. Membership income remains a key factor in enabling the Institute to fulfil its charitable objects, supported by income from grants and traded services.

In the first 3 months of 2023, much of the Institute's energy was taken up with the Outdoor Learning Association Project, which sought to create a single more efficient and effective member body for the outdoor learning sector. This work to amalgamate British Activity Providers Association (BAPA), Association of Heads of Outdoor Education Centres (AHOEC), Outdoor Council and IOL may result in a body known as The Outdoor Learning Association. This project reached a conclusion in April 2023 and, only the Outdoor Council merged with the Institute, with the former becoming the Outdoor Advisory Board. All organisations retain a good working relationship and continue to work together for a stronger outdoor learning sector.

In late 2020 the Institute supported the establishment of an All Party Parliamentary Group for Outdoor Learning chaired by Robin Millar MP for Aberconwy & Tim Farron MP for South Lakes. Initially the secretariat for the APPG was provided by Plas Y Brenin and then the Outdoor Council supported by the Institute. The IOL became the secretariat following the merger with the Outdoor Council.

THE INSTITUTE FOR OUTDOOR LEARNING COMPANY LIMITED BY GUARANTEE

REVIEW OF DEVELOPMENTS, ACTIVITIES AND ACHIEVEMENTS (Continued)

The Institute continues to provide a wide range of support to the sector. That provision included online facilities, including an extensive series of webinars and workshops, questionnaires, surveys and CPD resources, as well as an increase in levels of advice, lobbying and representation activity. This activity is reported to the sector through weekly newsletters, quarterly magazines, blogs, social media and conference presentations across the sector.

More specifically the Institute continues to publish the quarterly magazine Horizons, containing articles sharing good practice written by practitioners. The Institute also continues to work with Taylor & Francis to publish the Journal of Adventure Education and Outdoor Learning, four issues per annum. The volume of academic papers being reviewed by its Editorial Board reflects the interest in academic research in outdoor learning. The Journal is in the top 3 globally of such publications. The IOL has increased payment to the Editorial Board to reflect the increase in submissions and published papers, and increased engagement with the IOL membership e.g. through webinars, presentations, social media and through Horizons.

The Institute has also continued to offer accreditation for individual outdoor learning practitioners. This service remains an important element of the Institute's approach to recognising and developing outdoor learning practices and has been kept at an affordable cost through a level of subsidy from the Institute's available funds. In addition to accrediting individuals and in order to maintain and develop standards in outdoor learning, the Institute continues to grow its provision of accreditation of training courses by organisation members.

The Institute continues to provide support for members with their specific interests in the outdoor learning. The three primary types are geographically based groups, sector specialist groups and IOL Award groups. They were increasingly active in 2023. These 'Communities of Practice' are being newly supported with Groups.IO email and there are new outdoor learning groups forming including Youth Work and Alternative Education.

The Institute continues to work with The Activity Industry Mutual to provide liability cover for members. This mutually beneficial partnership enables members to access appropriate liability cover, support the Mutual's desire to promote good standards of practice across the outdoor learning sector and ensures financial sustainability for conferences and other activity.

In addition to support sector development IOL has continued to part fund and advise on some targeted research. The Institute formed a partnership with Brathay Hall Trust and Outward Bound Trust last year and has helped to fund research into the measuring of value in outdoor learning with Lancaster University Business School. The IOL part funded a PhD into the Outdoor Learning and sustainability and as this PhD concludes, the researcher is now leading the project 'Nature on the Board' to provide an exemplar of how IOL Trustees engage with pro active sustainability behaviours and decision making.

During 2023, the IOL commissioned Dr Dave Harvey to review and update in line with latest research, the document 'High Quality Outdoor Learning'. This work will be published in 2024 and builds on the work on outcomes of high quality outdoor learning by considering the structures and processes required to achieve those outcomes.

The Institute also continues to represent the interests of outdoor learning practitioners and organisations, working through a network of volunteers, the Outdoor Advisory Board and directly supporting and/or influencing Senedd Cymru, Scottish Government, Natural England, Department for Education, EEF, DCMS, HSE, a range of National Governing Bodies of Sport and others. In addition to the above dialogue with DfE, the Institute sits on DCMS' National Youth Advisory Board.

The Institute continued to provide administration services for AHOEC and The Forest School Association. The Forest School Association reached a size where it was able to continue independently without the Institute's support at the start of 2023. The Institute continued to administer and operate the AHOEC Gold Badge Centre inspection scheme through its trading arm the Outdoor Learning Service (OLS) with our contract extended until December 2023.

THE INSTITUTE FOR OUTDOOR LEARNING COMPANY LIMITED BY GUARANTEE

Building on its work to date, the Institute continues to play a key role in the work of Adventure UK and safety management within the Adventure Sector. The UK Government's request for the sector to develop an option to AALA, was finally taken off the agenda during early 2023, by HSE. AUK continues to provide oversight of the Adventure Activity Industry Advisory Board Committee and of AdventureMark. The IOL is a partner with AAIA and the University of the Highlands & Islands on a research project entitled 'Collective knowledge – keeping people safe in the outdoors' which will develop systems for collecting analysing and communicating the practice that contributes to safety through adventurous activities and outdoor learning.

The Chief Executive and Business and Operations Manager are driving forward the Institutes key objectives as well as focusing on the development and retention of a strong and engaged membership. This has included the establishment of a quarterly 'Round Table' made up of lead representatives from the geographical, specialist and IOL award groups to ensure members' views are represented, to provide a steer with regards priorities and to facilitate effective communication.

The decision was made to change the Institute's Member Management System, moving to completely integrated package from Pixl8 called ReadyMembership. This represents a sizeable investment by the IOL but it was felt that it was a necessary investment to give a better service and value to our members. The website is an integral part of the system and is being completely redesigned and repopulated as part of the process.

FUTURE PLANS

During 2024 the trustees are also considering some key areas to focus the work of the Institute:

- Prioritise ways to 'Champion Outdoor Learning' through a vision of Outdoor Learning as a highly valued form of development, education and employment in UK society
- Support the transition from the Outdoor Council to the Outdoor Advisory Board which is a wider Sector consultative body which includes the APPG-OL and MP Support Group Secretariat. Managed response to Govt consultations and proactive engagement.
- Develop the IOL Employers Group - Careers modelling and advice, and strategic problem solving
- Support the Nature Premium Campaign to guarantee regular time in nature for all children & young people
- Implementing the new membership management platform to give a better service and value to our members.
- Develop and support the IOL Communities of Practice including networking, events and as bodies of knowledge & expertise.
- Organise bi-annual online international conferences – next due November 2025
- IOL internal staffing review to ensure sustainable staff aligned with the development of the IOL and its membership.
- Review, develop and promote RPIOL, APIOL & LPIOL Awards including their connection to apprenticeships – along with this develop dedicated communities of practice for respective award holders
- Work in partnership with the Outdoor Industries Association on training and recognition for Outdoor Retail Staff
- Establish close links with the Journal of Adventure Education & Outdoor Learning. In this way continue to build the evidence base for the effectiveness of outdoor learning, and strengthen links between research and practice.
- Develop sustainable practice to lead and inspire action on reducing consumption, promoting biodiversity and tackling climate change, with regards both operations and educational reach.
- Embed Equity, Equality Diversity & Inclusion into the work of the IOL including supporting The North Face Allyship in the Outdoors, through the Adventure for All Group and new/alternative ways to publish research instead of academic papers.
- Investing in a review and refresh of the High Quality Outdoor Learning (HQOL) document and building upon this with a more practical "What HQOL looks like" document/ guide.

THE INSTITUTE FOR OUTDOOR LEARNING COMPANY LIMITED BY GUARANTEE

PUBLIC BENEFIT

The trustees consider that work to:

- Assisting UK and home nation governments to draw on the outdoor learning sector in an informed manner.
- Developing a map of outdoor learning interventions and delivering a related national campaign.
- Facilitating debate between practitioners and research academics in outdoor learning.
- Enabling research into good practice and value measures for outdoor learning's role in UK society.
- Work to accredit good practice in training for outdoor learning practitioners.
- The provision of guidance to the wider media.
- On-going works such as provision of outdoor learning conferences for teachers, youth workers, rangers and outdoor instructors.

These and other works, constitutes the charity fulfilling its obligation to provide a public benefit required by the Charity Commission.

FINANCIAL REVIEW

In common with many organisations the recovery from the pandemic and then the cost of living crisis have restricted sources of income and in some cases caused members to leave or even cease trading. This has led to a reduction in membership income. The trustees recognise that the Institute has to carefully manage its available funds to develop and maintain a wide range of supporting services for the outdoor learning sector. The trustees continued to invest in research activity and consciously conduct traded projects to generate surpluses to support this.

The Institute will continue to be largely dependent on the funding from its members to fulfil its charitable objects and will seek to ensure that the development of any new services is either self-funding or undertaken with a funding partner organisation. Acknowledging that we are a membership charity we will be investing on our membership offer moving forward.

RISK POLICY

The trustees have examined the major strategic and operational risks, which the charity faces and confirm that systems have been established to produce regular reports so that the necessary steps can be taken to lessen these risks. A regular SWOT & PESTLE analysis' are undertaken – with the acknowledgement that the major risk to the Charity being insolvency which is mitigated by careful financial planning and reporting.

As the major income is through membership subscriptions, a significant drop in membership is the greatest single risk to the Charity. Consequently the "voice" of the membership is listened to by the staff and trustees through regional sub-groups and meetings. Products and services are constantly reviewed to ensure the needs of the membership are being met and membership numbers and trends are reported at every trustee meeting. The stable membership implies that this strategy is working and that there is no immediate risk to this source of income.

The CEO has developed and implemented a 3 year development plan with KPI's across the board to ensure that progress is constantly monitored.

RESERVES POLICY

The trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission.

It is the view of the Trustees that the Institute should usually hold the equivalent of 3 months running costs, varying with the activity cycles, as readily available reserve. Currently cash reserves are running a little above this. The trustees will continue to target this level of reserves through planned operational surpluses.

The attached financial statements show the current state of the finances of the Institute, which the Trustees consider to be adequate.

**THE INSTITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' RESPONSIBILITIES

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

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company at the end of the year and of the incoming resources and application of resources for the year then ended.

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

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

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

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Statutory Instrument 2008/409 under the Companies Act 2006 relating to small companies.



.....
Mr M King - Chairman

Approved by the trustees on:

7th May 2024
.....

**THE INSTITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF THE INSTITUTE FOR OUTDOOR LEARNING CHARITABLE COMPANY

I report on the accounts of the company for the year ended 30 September 2023, which are set out on pages 9 to 19.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Trustees (who are also directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act), that the audit requirement of Regulation 10 (1) (a) of the Charities Accounts (Scotland) Regulations 2006 does not apply, and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act and under section 44 (1) (c) of the Charities and Trustees Investment (Scotland) Act 2005;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the general Directions given by the Charity Commission and in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement.


INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006, section 44 (1)(a) of the Charities and Trustees Investment (Scotland) Act 2005 and Regulation 4 of the Charities Accounts (Scotland) Regulations 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, with regulation 8 of the Charities Accounts (Scotland) Regulations 2006 and with the methods and principals of the Statement of Recommended Practice: Accounting and Reporting by Charities.

have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Danny Roper, Chartered Accountant
Robinson Udale Limited
Chartered Accountants
The Old Bank
41 King Street, Penrith
Cumbria CA11 7AY

DATE 7 MAY 2024

**THE INSTITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

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

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 <i>Re-stated</i> £
Income:					
Donations	2.	18,621	-	18,621	9,868
<i>Income from Charitable Activities:</i>	3.	51,911	-	51,911	91,828
<i>Income from Generating Activities:</i>	4.	192,396	-	192,396	143,395
Investment Income	5.	-	-	-	-
Total Income		<u>262,928</u>	<u>-</u>	<u>262,928</u>	<u>245,091</u>
Expenditure:					
Costs of Generating Funds	6.	99,654	-	99,654	68,517
Expenditure on Charitable Activities	7.	184,745	-	184,745	169,769
Total Expenditure		<u>284,399</u>	<u>-</u>	<u>284,399</u>	<u>238,286</u>
Net Income/(Expenditure) and net Movement in Funds for the Year		(21,471)	-	(21,471)	6,807
Transfer of funds		(6,298)	6,298	-	-
Reconciliation of Funds					
Total Funds Brought Forward		156,733	4,538	161,271	154,466
Total Funds Carried Forward		<u>128,964</u>	<u>10,836</u>	<u>139,800</u>	<u>161,271</u>

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

The notes on pages 11 to 19 form part of these financial statements.

**THE INSTITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET
AS AT 30 SEPTEMBER 2023**

		2023		2022 <i>Re-stated</i>	
		£	£	£	£
Fixed Assets					
Tangible Assets	10.		2,693		4,505
Investments	11.		(313)		(313)
			<hr/>		<hr/>
Total Fixed Assets			2,380		4,192
Current Assets					
Stock	12.		-		-
Debtors	13.	46,731		30,777	
Cash at Bank and in Hand		104,380		137,908	
		<hr/>		<hr/>	
Total Current Assets		151,111		168,685	
Current Liabilities					
Creditors	14.	13,691		11,606	
		<hr/>		<hr/>	
Net Current Assets			137,420		157,079
			<hr/>		<hr/>
Total Assets Less Current Liabilities			139,800		161,271
			<hr/>		<hr/>
The Funds of the Charity:					
Unrestricted Income Funds	15.		128,964		156,733
Restricted Income Funds	16.		10,836		4,538
			<hr/>		<hr/>
Total Charity Funds			139,800		161,271
			<hr/>		<hr/>

For the financial year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies. No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 and are for circulation to members of the company.

These financial statements were approved by the members of the committee on ...7...5...24... and are signed on their behalf by:

Michael King

Mr M King - Director

The notes on pages 11 to 19 form part of these financial statements

**THE INSTITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of Preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

The Institute For Outdoor Learning meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historic cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Reconciliation with Previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

c) Preparation of the Accounts on a Going Concern Basis

The Trustees are of the opinion that the Charity is a going concern.

d) Incoming Resources

Income consists of subscriptions and premiums, other related income and events income. It is accounted for on a receivable basis. Where income is received for a specific project or purpose this income is classified as restricted. Income received towards the general objects of the charity is classified as unrestricted.

e) Resources Expended

The cost of generating funds includes any direct membership costs. The charitable activities, in furtherance of the charity's objects, included all the direct costs. The Governance costs represent professional fees and trustee's expenses. Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

f) Fixed Assets

All fixed assets used for charitable purposes, with an expected useful life exceeding one year, are capitalized in the balance sheet. Depreciation is provided at the following rates in order to write off each asset over its useful economic life:

Office Equipment	-	3 years Straight Line
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g) Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

h) Fund Accounting

Unrestricted funds are available at the discretion of the Trustees in furtherance of the charitable objectives of the charity. Restricted funds are subjected to restrictions on their expenditure imposed by the donors.

i) Remuneration

No employee received emoluments greater than £60,000

**THE INSTITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

2. Donations and Legacies

	Unrestricted Funds	Restricted Funds	Total 2023 £	Total 2022 <i>Re-stated</i> £
Donations				
Sundry Donations	18,621	-	18,621	9,868
	<hr/> 18,621 <hr/>	<hr/> - <hr/>	<hr/> 18,621 <hr/>	<hr/> 9,868 <hr/>

3. Income from Charitable Funds Activities

	Unrestricted Funds	Restricted Funds	Total Funds 2023 £	Total Funds 2022 £
Books and Publications	33,016	-	33,016	50,636
Event Management	2,048	-	2,048	21,534
Professional Accreditation	11,870	-	11,870	11,099
Administration Services	4,977	-	4,977	8,559
	<hr/> 51,911 <hr/>	<hr/> - <hr/>	<hr/> 51,911 <hr/>	<hr/> 91,828 <hr/>

4. Income from Generating Funds Activities

	Unrestricted Funds	Restricted Funds	Total Funds 2023 £	Total Funds 2022 £
Membership Subscriptions	192,396	-	192,396	143,476
Group Insurance	-	-	-	(81)
	<hr/> 192,396 <hr/>	<hr/> - <hr/>	<hr/> 192,396 <hr/>	<hr/> 143,395 <hr/>

**THE INSTITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

5. Investment Income

	Unrestricted Funds	Total Funds 2023 £	Total Funds 2022 £
Bank Interest Receivable	-	-	-
	-	-	-

6. Costs of Raising Funds and Delivery of Objectives

	Unrestricted Funds		Total Funds 2023	Total Funds 2022
	Direct Costs £	Support Costs £	£	£
Staff Costs (Note 9)	42,569	42,569	85,138	57,938
Travelling and Other Expenses	2,780	-	2,780	1,488
Administration Costs	1,419	-	1,419	1,926
Membership Expenses	6,658	-	6,658	2,895
Depreciation	604	604	1,208	662
Regional Services	2,451	-	2,451	808
Group Insurance	-	-	-	-
Recruitment Expenses	-	-	-	2,800
	56,481	43,173	99,654	68,517

**THE INSTITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

7. Expenditure on Charitable Activities

	Restricted	Unrestricted		Total Funds	Total Funds
	Funds	Direct costs	Support costs	2023	2022
	£	£	£	£	£
Publication Costs	-	32,309	-	32,309	20,325
Book Purchases	-	48	-	48	6,729
Staff costs and Consultants (Note 9)	-	23,105	23,105	46,210	30,892
Travelling and Other Costs	-	-	-	-	-
Insurance and Other Charges	-	1,769	-	1,769	1,661
Rent, Rates and Services Charges	-	1,547	-	1,547	10,340
Bank Charges	-	4,986	-	4,986	4,464
Database Costs	-	59,416	-	59,416	12,017
Professional Accreditation	-	17,046	-	17,046	18,570
Shows and Promotion Costs	-	-	-	-	-
Event Management	-	-	-	-	20,927
Research	-	6,432	-	6,432	31,281
Internet and Phone Costs	-	5,180	-	5,180	3,142
Subscriptions	-	992	-	992	847
Sundry Expenses	-	95	-	95	654
Depreciation	-	604	-	604	332
Governance Costs (Note 8)	-	7,493	-	7,493	5,688
Bad Debts	-	618	-	618	1,900
	-	161,640	23,105	184,745	169,769

Support Costs

Support costs have been calculated for staff costs according to time spent and for other costs they have been calculated based on purpose. Cost allocation includes an element of judgement, and the Charity has to consider the cost benefit of detailed calculations. Therefore, the support costs shown are a best estimate of the costs that have been so allocated.

**THE INSTITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

8. Governance Costs

Total governance costs were as follows:

	2023	2022
	£	£
Accountancy and Examination Fees	4,752	3,671
AGM, Conference and Trustees	2,063	648
Trustees Expenses	678	1,369
	<u>7,493</u>	<u>5,688</u>

9. Staff Costs and Emoluments

Total staff costs were as follows:

	2023	2022
	£	£
Wages and Salaries	123,256	85,663
Employers' National Insurance	4,048	1,239
Employers Pension	4,044	1,928
	<u>131,348</u>	<u>88,830</u>

The wages cost are analysed in the accounts as follows:

Staff costs under Costs of Generating funds	85,138	57,938
Staff costs included under Charitable Activities	46,210	30,892
	<u>131,348</u>	<u>88,830</u>

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2023	2022
	Number	Number
Staff and Administration (full-time equivalent)	<u>3.75</u>	<u>3.75</u>

No employee received remuneration of more than £60,000 during the year (2022: Nil). No trustee received any remuneration during the year (2022: £Nil) other than reimbursed expenses (refer to Note 18).

**THE INSTITUTE FOR OUTDOOR LEARNING
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NOTES TO THE FINANCIAL STATEMENTS

10. Tangible Fixed Assets

	Office Equipment £	Total £
COST		
At 1 October 2022	8,935	8,935
Additions	-	-
Disposals	(-)	(-)
	<hr/>	<hr/>
At 30 September 2023	8,935	8,935
	<hr/>	<hr/>
DEPRECIATION		
At 1 October 2022	4,430	4,430
Charge for Year	1,812	1,812
On Disposals	(-)	(-)
	<hr/>	<hr/>
At 30 September 2023	6,242	6,242
	<hr/>	<hr/>
NET BOOK VALUE		
At 30 September 2023	2,693	2,693
	<hr/>	<hr/>
At 30 September 2022	4,505	4,505
	<hr/>	<hr/>

11. Investments

	2023 £	2022 £
Brought Forward at 1 October 2022	(313)	(313)
Share Purchase	-	-
Increase/(Reduction) in value of shares	-	-
	<hr/>	<hr/>
Carried forward at 30 September 2023	(313)	(313)
	<hr/>	<hr/>

The charity holds a 100% shareholding in Outdoor Learning Services Limited. The company's aggregate capital and reserves amounted to £(313) at the year end. Its turnover for the year was £46,498 (2022: £49,510) and its expenses were £46,498 (2022: £49,510) after tax giving a profit for the year of £nil (2022: £nil). In the trustees opinion there would be no benefit obtained from the production of consolidated financial statements.

12. Stock

	2023 £	2022 £
Stock	-	-
	<hr/>	<hr/>

**THE INSTITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

13. Debtors

	2023	2022
	£	Re-stated £
Trade Debtors	14,938	20,035
Other Debtors	31,793	10,742
	<u>46,731</u>	<u>30,777</u>

14. Creditors: Amounts falling due within one year

	2023	2022
	£	£
Trade Creditors	2,075	4,283
Accruals and Deferred Income	11,616	7,323
	<u>13,691</u>	<u>11,606</u>

15. Unrestricted Income Funds

	Balance at 1 October 2022 Re-stated £	Incoming Resources £	Outgoing Resources £	Increase/(Decrease) in Value of Investment £	Transfer to Restricted Reserve £	Balance at 30 September 2023 £
General Funds	156,733	262,928	(284,399)	-	(6,298)	128,964

16. Restricted Income Funds

	Balance at 1 October 2022 £	Incoming Resources £	Outgoing Resources £	Transfer from Unrestricted Reserve £	Balance at 30 September 2023 £
Caphoes	1,274	-	-	-	1,274
Northern Region	2,209	-	-	-	2,209
Campaign for Adventure	1,025	-	-	-	1,025
AFA Foundation	30	-	-	-	30
Outdoor Advisory Board	-	-	-	6,248	6,248
Horseshoe Quarry	-	-	-	50	50
	<u>4,538</u>	<u>-</u>	<u>-</u>	<u>6,298</u>	<u>10,836</u>

**THE INSTITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

16. Restricted Income Funds continued

Caphoes

This grant is from Buckinghamshire Chilterns University College and has been awarded for the purpose of funding all printing and publishing costs of the publication "Shaping the Outdoor Profession through Higher Education"

Northern Region

These funds have been restricted to be used for the benefit of the members of the areas covered by the Northern Council for Outdoor Education. Funds will be used in the region when required or may be made available in the event of new region(s) being formed, which are currently part of the Northern Region.

Campaign for Adventure

This funds administers a grant from Adventure Forest Limited T/A Go Ape. The money is to be used to encourage a more adventurous society in the Campaign for Adventure.

AFA Foundation

These funds are to be used to further outdoor learning for those with disabilities, or for the benefit of members of the AFA special interest group. Their use will be determined by those IOL members who were a part of the pre-existing organization, Adventure for All and contributed to the establishment of the fund.

Outdoor Advisory Board

The Outdoor Advisory Board was formed when the Outdoor Council merged with us in September 2023. The money was to be ring-fenced for work carried out by the Outdoor Advisory Board which took over the work of the Outdoor Council.

Horseshoe Quarry

The funds relate to an access project which was run jointly with another organization.

17. Analysis of Net Assets Between Funds

	Tangible Fixed Assets £	Net Current Assets £	Total £
Restricted Income Funds	-	10,836	10,836
Unrestricted Income Funds	2,380	126,584	128,964
Total Funds	2,380	137,420	139,800

Unrestricted funds include the following balances, which have been ring fenced to the various regions and home nations:

	30 Sept 2023	30 Sept 2022
Wales Home Nation	-	-
Scotland Home Nation	-	-
North West Region	-	-
South Region	-	-
South West Region	-	-
Northern Ireland Region	-	-
Wessex Region	-	-
Midlands Region	-	-
East Region	-	-
Peak District Region	-	-
North East Region	-	-

**THE INSTITUTE FOR OUTDOOR LEARNING
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

18. Trustees

Trustees out of pocket expenses were reimbursed to trustees to the extent of £NIL (2022: £nil)

Trustee, Mark Lavington has been paid for work in respect of Transition Projects as the charity works with other Organisations within the Outdoor Learning Sector. The amount paid in the year was £6,432.

The Institute owns all the shares of Outdoor Learning Services Ltd. None of the trustees have a beneficial shareholding in the company nor do they receive any remuneration for the company. The Institute supplies technical and clerical support to the company and charges in the period amounted to £4,771.

19. Company Limited by Guarantee

The liability of the members is limited. Every member of the charity undertakes to contribute to the assets of the charity, in the event of the same being wound up while he or she is a member, or within one year after he or she ceases to be a member, for payment of the debtors and liabilities of the charity contracted before he or she ceases to be a member, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributions among themselves, such amount as may be required not exceeding ten pounds.

The liability of each member is limited to £10. There were 1220 members at 30 September 2023 (2022: 1,273 members).

