

COMPANY REGISTRATION NUMBER: 04776439
CHARITY REGISTRATION NUMBER: 1162895

Public Health Register
Company Limited by Guarantee
Unaudited Financial Statements
31 March 2024

Public Health Register

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2024

	Page
Trustees' annual report (incorporating the director's report)	1
Independent examiner's report to the trustees	5
Statement of financial activities (including income and expenditure account)	7
Statement of financial position	8
Notes to the financial statements	9
The following pages do not form part of the financial statements	
Detailed statement of financial activities	18
Notes to the detailed statement of financial activities	20

Public Health Register

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2024

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2024.

Reference and administrative details

Registered charity name	Public Health Register
Charity registration number	1162895
Company registration number	04776439
Principal office and registered office	16a The McLaren Building 46 Priory Queensway Birmingham West Midlands B4 7LR

The trustees

Dr J Douglas
Dr JS Dowd
Professor DH Evans
Mr AP Jones
Dr R Khutan
Ms H King
Professor V Speller
Mr DR Vernon
M Coward
L Smith
Mr B Humphrey
Ms H Featherstone
Mr JM Sandy

Company secretary Ms Jessica Lichtenstein

Independent examiner Malcolm Willcox FCCA
Malcolm Willcox & Co
Chartered Certified Accountants
Hagley House
93 Hagley Road
Birmingham
B16 8LA

Public Health Register

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

Structure, governance and management

Governing document

The charity is controlled by its governing document, its Articles of Association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006. It is a Public Benefit Entity as defined by FRS 102.

Objectives and activities

Objectives and vision

UK Public Health Register (UKPHR) is an independent, dedicated regulator for public health professionals in the United Kingdom, providing professional regulation to public health specialists, specialty registrars and practitioners from a variety of backgrounds, all of whom have a common core of knowledge and skills. We are an Accredited Register with the Professional Standards Authority (PSA), who have awarded us a Quality Mark.

The Board's vision for the Charity is:

The public will benefit from excellent public health practice delivered by an effectively regulated multi-disciplinary profession who continuously maintain and enhance their professional competence.

The Board launched a new five-year strategy in early 2024. The strategy has four themes which will help us work towards our vision:

Theme 1 - Maintain, develop, and grow our Register

Theme 2 - Support and enable the multi-disciplinary public health workforce to maintain professional standards **Theme 3 - Promote collaboration across the public health and regulatory sectors to enhance public safety** **Theme 4 - Invest in our people and systems**

Public Benefit

The Charity's public benefit is the advancement of the health and wellbeing of all people in the United Kingdom. The primary purpose of maintaining the register is protection of the public from harm caused by the misconduct and/or incompetent performance of any public health registrant.

When planning and performing its activities, the charity has always had regard to the guidance on public benefit issued by the Charity Commission in England and Wales.

Public Health Register

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

Achievements and performance

During 2023-24, and in pursuit of this public benefit, the Charity has:

- Undertaken a decision-making review to ensure consistent decisions about registration are being made at the right level
- Increased the total number of registrants from 1287 (on 1 April 2023) to 1378 (on 31 March 2024)
- Delivered training to 55 assessors and 11 verifiers for practitioner registration
- Delivered 8 workshops for potential applicants and mentors for specialist registration by portfolio route
- Initiated a review of our specialist registration by portfolio route
- Achieved a successful PSA Accredited Register annual review, with clear plans for recommendations and conditions
- Delivered staff and stakeholder surveys to understand how UKPHR is viewed
- Delivered a successful and well-received practitioner conference
- Started collecting data from our registrants on all protected characteristics for the first time
- Developed a new approach to data reporting
- Registered our first apprentice graduate public health practitioners
- Completed a review of revalidation for specialist registrants and launched a new process
- Delivered a successful virtual conference
- Launched a new organisational strategy to cover 2024-2029

The Charity's income from registration fees is reasonably predictable and is adequate for the Charity's needs. Costs are well controlled.

Policies and procedures provide comprehensive coverage for the Charity's activities, and they are regularly reviewed and updated. The register is published on the Charity's website and can be accessed freely by the public.

The Charity consults registrants and stakeholders on all major changes and has carried out several formal consultations during the year.

Financial review

The Charity generated a deficit in the year of £31,406 (2023: deficit of £123,638), which has been deducted from the Charity's reserves.

The Charity's income is all derived from registration fees and payments associated with the necessary training delivered to assessors and verifiers, as part of the Specialist Registration by Portfolio Assessment (SRbPA) and Practitioner scheme routes to registration.'

The Charity's finances are healthy and sustainable.

Public Health Register

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2024

Financial review *(continued)*

Reserves Policy

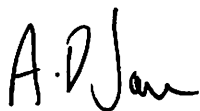
The trustees have set a preferred level of reserves of three months normal operating costs. This is such that the charity could continue to fulfil its services in the extremely unlikely event that its income ceased, or it was forced to close down. Based on the expenditure reported in the year ended 31 March 2024 the target reserves should be approximately £125,000. Actual reserves at that date were approximately £80,000 which would mean a shortfall of £45,000.

As mentioned above it is extremely unlikely that a reserve level as set would ever be required. In addition, there has been substantial reorganisation over the past two years or so. Nevertheless, the chief executive of the charity has undertaken a review of both costs and income streams with a view to improving financial performance and to build up reserves to the target level. This may take more than one year but the board and chief executive are confident about the future.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 25 September 2024 and signed on behalf of the board of trustees by:



Mr AP Jones
Trustee

Public Health Register

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Public Health Register

Year ended 31 March 2024

I report to the trustees on my examination of the financial statements of Public Health Register ('the charity') for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act'), the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Companies Act 2006 ('the 2006 Act'). You are satisfied that the accounts of the company are not required by charity or company law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts carried out under section 44(1)(c) of the 2005 Act and section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the requirements of Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity is required by company law to prepare its accounts on an accruals basis and is registered as a charity in Scotland your examiner must be a member of a body listed in Regulation 11(2) of the Charities Accounts (Scotland) Regulations 2006 (as amended). I can confirm that I am qualified to undertake the examination because I am a registered member of the Association of Chartered Certified Accountants (ACCA) which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act, section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; or
2. the financial statements do not accord with those records or with the accounting requirements of Regulation 8 of the Charities Accounts (Scotland) Regulations 2006; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Public Health Register

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Public Health Register *(continued)*

Year ended 31 March 2024

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Malcolm Willcox FCCA
Independent Examiner

Malcolm Willcox & Co
Chartered Certified Accountants
Hagley House
93 Hagley Road
Birmingham
B16 8LA

16 October 2024

Public Health Register

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2024

		2024		2023
	Note	Unrestricted funds £	Total funds £	Total funds £
Income and endowments				
Membership subscriptions	5	362,733	362,733	313,971
Charitable activities	6	95,464	95,464	84,404
Other trading activities	7	5,547	5,547	4,135
Investment income	8	3,011	3,011	1,791
Total income		<u>466,755</u>	<u>466,755</u>	<u>404,301</u>
Expenditure				
Expenditure on charitable activities	9,10	<u>498,161</u>	<u>498,161</u>	<u>527,939</u>
Total expenditure		<u>498,161</u>	<u>498,161</u>	<u>527,939</u>
Net expenditure and net movement in funds		<u>(31,406)</u>	<u>(31,406)</u>	<u>(123,638)</u>
Reconciliation of funds				
Total funds brought forward		<u>111,287</u>	<u>111,287</u>	<u>234,925</u>
Total funds carried forward		<u>79,881</u>	<u>79,881</u>	<u>111,287</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 9 to 16 form part of these financial statements.

Public Health Register

Company Limited by Guarantee

Statement of Financial Position

31 March 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible fixed assets	16	2	2
Current assets			
Debtors	17	57,797	91,349
Cash at bank and in hand		102,478	132,040
		<u>160,275</u>	<u>223,389</u>
Creditors: amounts falling due within one year	18	80,396	112,104
Net current assets		<u>79,879</u>	<u>111,285</u>
Total assets less current liabilities		<u>79,881</u>	<u>111,287</u>
Net assets		<u>79,881</u>	<u>111,287</u>
Funds of the charity			
Unrestricted funds		79,881	111,287
Total charity funds	20	<u>79,881</u>	<u>111,287</u>

For the year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 25 September 2024, and are signed on behalf of the board by:



Mr AP Jones
Trustee

The notes on pages 9 to 16 form part of these financial statements.

Public Health Register

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2024

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England, Wales and Scotland. The address of the registered office is 16a The McLaren Building, 46 Priory Queensway, Birmingham, West Midlands, B4 7LR.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102 by reason of being small. As such, advantage has been taken of the following disclosure exemptions available under paragraph 1.12 of FRS 102:

- (a) No cash flow statement has been presented for the company.
- (b) Disclosures in respect of financial instruments have not been presented.

Public Health Register

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

3. Accounting policies *(continued)*

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Significant judgements

There are no judgements (apart from those involving estimations) that management has made in the process of applying the charity's accounting policies that have any significant effect on the amounts recognised in the financial statements.

Key sources of estimation uncertainty

Accounting estimates and assumptions are made concerning the future and, by their nature, will rarely equal the related actual outcome. However management does not consider there are any key assumptions or other sources of estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of a grant application. There are currently no restricted funds held by the charitable company.

Incoming resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from subscriptions and the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Public Health Register

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

3. Accounting policies *(continued)*

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes VAT as this cannot be recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all activities for raising funds.
- expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.
- All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures and fittings	-	25% straight line
Equipment	-	25% straight line

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided.

4. Limited by guarantee

The liability of members in case of the charity being wound up is limited to £1.

5. Membership subscriptions

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Subscriptions				
Specialist Registration fees	303,822	303,822	285,867	285,867
Practitioner Registration fees	58,911	58,911	28,104	28,104
	<u>362,733</u>	<u>362,733</u>	<u>313,971</u>	<u>313,971</u>

Public Health Register

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

6. Charitable activities

	Unrestricted Funds	Total Funds 2024	Unrestricted Funds	Total Funds 2023
	£	£	£	£
Training income	<u>95,464</u>	<u>95,464</u>	<u>84,404</u>	<u>84,404</u>

7. Other trading activities

	Unrestricted Funds	Total Funds 2024	Unrestricted Funds	Total Funds 2023
	£	£	£	£
Other Income	<u>5,547</u>	<u>5,547</u>	<u>4,135</u>	<u>4,135</u>

8. Investment income

	Unrestricted Funds	Total Funds 2024	Unrestricted Funds	Total Funds 2023
	£	£	£	£
Bank interest receivable	<u>3,011</u>	<u>3,011</u>	<u>1,791</u>	<u>1,791</u>

9. Expenditure on charitable activities by fund type

	Unrestricted Funds	Total Funds 2024	Unrestricted Funds	Total Funds 2023
	£	£	£	£
Registration	494,596	494,596	524,146	524,146
Support costs	<u>3,565</u>	<u>3,565</u>	<u>3,793</u>	<u>3,793</u>
	<u>498,161</u>	<u>498,161</u>	<u>527,939</u>	<u>527,939</u>

10. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2024	Total fund 2023
	£	£	£	£
Registration	494,596	—	494,596	524,146
Governance costs	<u>—</u>	<u>3,565</u>	<u>3,565</u>	<u>3,793</u>
	<u>494,596</u>	<u>3,565</u>	<u>498,161</u>	<u>527,939</u>

Public Health Register

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

11. Registration

	Analysis of support costs: membership activities	Total 2024	Total 2023
	£	£	£
Governance costs	3,565	3,565	3,793

12. Net expenditure

Net expenditure is stated after charging/(crediting):

	2024	2023
	£	£
Depreciation of tangible fixed assets	—	3,261

13. Independent examination fees

	2024	2023
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	3,000	3,000

14. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2024	2023
	£	£
Wages and salaries	237,613	188,945
Social security costs	20,301	14,732
Employer contributions to pension plans	15,569	12,324
Contracted chief executive costs	—	61,164
	273,483	277,165

The average head count of employees during the year was 6 (2023: 6). The average number of full-time equivalent employees during the year is analysed as follows:

	2024	2023
	No.	No.
Management	2	2
Administration and support	3	4
	5	6

The number of employees whose remuneration for the year fell within the following bands, were:

	2024	2023
	No.	No.
£110,000 to £119,999	1	—

Public Health Register

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

14. Staff costs *(continued)*

Key Management Personnel

Key management personnel include the trustees and the chief executive. Total remuneration costs in the year were £114,791. (2023: £45,345). For the latter part of the previous year the Chief Executive was engaged on a permanent contract. Prior to her appointment she had been on secondment from an unrelated third party. This particular cost for the year ended 31 March 2023 was £61,164

15. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by any of the trustees

Travel expenses totalling £444 were paid to 3 trustees for attending either full or sub-committee meetings in the year. (2023-5 trustees were paid £684).

16. Tangible fixed assets

	Fixtures and fittings £	Equipment £	Total £
Cost			
At 1 April 2023 and 31 March 2024	<u>6,783</u>	<u>16,639</u>	<u>23,422</u>
Depreciation			
At 1 April 2023 and 31 March 2024	<u>6,782</u>	<u>16,638</u>	<u>23,420</u>
Carrying amount			
At 31 March 2024	<u>1</u>	<u>1</u>	<u>2</u>
At 31 March 2023	<u>1</u>	<u>1</u>	<u>2</u>

17. Debtors

	2024 £	2023 £
Trade debtors	46,690	61,902
Prepayments and accrued income	<u>11,107</u>	<u>29,447</u>
	<u>57,797</u>	<u>91,349</u>

Public Health Register

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

18. Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	2	2
Accruals and deferred income	73,414	106,947
Social security and other taxes	6,980	4,245
Other creditors	–	910
	<u>80,396</u>	<u>112,104</u>

19. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £15,569 (2023: £12,324).

20. Analysis of charitable funds

Unrestricted funds

	At 1 April 2023	Income	Expenditure	At 31 March 2024
	£	£	£	£
General funds	<u>111,287</u>	<u>466,755</u>	<u>(498,161)</u>	<u>79,881</u>

	At 1 April 2022	Income	Expenditure	At 31 March 2023
	£	£	£	£
General funds	<u>234,925</u>	<u>404,301</u>	<u>(527,939)</u>	<u>111,287</u>

Public Health Register

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2024

21. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2024 £
Tangible fixed assets	2	2
Current assets	160,275	160,275
Creditors less than 1 year	(80,396)	(80,396)
Net assets	<u>79,881</u>	<u>79,881</u>

	Unrestricted Funds £	Total Funds 2023 £
Tangible fixed assets	2	2
Current assets	223,389	223,389
Creditors less than 1 year	(112,104)	(112,104)
Net assets	<u>111,287</u>	<u>111,287</u>

22. Operating lease commitments

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2024 £	2023 £
Later than 1 year and not later than 5 years	83,664	125,496
	<u>83,664</u>	<u>125,496</u>