

REGISTERED COMPANY NUMBER: CE012173 (England and Wales)
REGISTERED CHARITY NUMBER: 1174589

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 July 2024
for
COUNCIL FOR HIGHER EDUCATION IN ART &
DESIGN

Knox Cropper LLP
Chartered Accountants
153 -155 London Road
Hemel Hempstead
Hertfordshire
HP3 9SQ

**COUNCIL FOR HIGHER EDUCATION IN ART &
DESIGN**

**Contents of the Financial Statements
for the Year Ended 31 July 2024**

	Page
Report of the Trustees	1 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 13
Detailed Statement of Financial Activities	14 to 15

COUNCIL FOR HIGHER EDUCATION IN ART & DESIGN

Report of the Trustees for the Year Ended 31 July 2024

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 July 2024. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

To advance education for the public benefit by promoting knowledge and understanding of art and design within higher education institutions.

Public benefit

CHEAD Trustees confirm they have complied with their duty to have due regard to the guidance on public benefit published by the Commission in exercising their powers or duties. CHEAD Trustees have applied consideration with regard to public benefit when undertaking strategic planning.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

CHEAD delivered a full programme of policy work and events in 2023 - 2024 focussed on promoting knowledge and understanding of art and design within HEI's within a policy environment that changed following the General Election in July 2024. CHEAD has worked hard to address issues high on the agenda for CHEAD members including advocacy for creative education, which was principally addressed through the publication of a Creative Education Manifesto working in collaboration with other charitable organisations. The Manifesto was launched in October 2023 and cross-party engagement was achieved. Further events to disseminate the Manifesto included a European and North American online webinar which was ran jointly with ELIA and AICADS, and a HE two-day Conference held in Birmingham which attracted c100 participants from all sectors and key stages of education.

CHEAD members and those working in the art and design higher education sector benefitted from CHEAD providing a coherent voice on their behalf to government and policy makers, for example, CHEAD responded to DCMS on the Advanced British Standard consultation. Members tell us that they do not have the time or skills to respond to consultations individually and so benefit from CHEAD taking a lead on key consultation responses through the lens of art and design education on behalf of the sector. To build capacity for Members to engage in policy work CHEAD ran a Policy Engagement Workshop, jointly with Policy Connect, for c25 members.

CHEAD continued to provide policy support to the Design Council for the ongoing Design economy work mapping the state of graduate design education provision and co-producing a Blueprint for Design Education. Design Council and CHEAD ran two workshops at the CHEAD Annual Conference in Dundee in March 2024 focussed on sustainable design practice and delivering the green skills transition. CHEAD supported the Crafts Council Craft UK specialist education group by providing a creative education briefing to its network of specialist craft educators. CHEAD also worked with Creative UK of which the Director of Policy and External Relations became a nominated Council Member. CHEAD also contributed to the British Council Global Creative Economy policy training programme by providing content and delivering a recorded lecture on the UK Creative and Cultural policy environment.

The CHEAD Conference March 2024 in Dundee: Unlocked: Creativity & Culture for Positive Change was hugely successful, attracting International speakers including Professor Dori Tunstall who is a world leading expert on Decolonising Design.

CHEAD further developed its new collaboration with ANdAE, the representative body for art and design education in France, to consider new frameworks and the landscape for bilateral collaboration post BREXIT. Representatives from ANdAE visited the UK in October 2023 and a joint virtual Board meeting was also held.

During 2023/24, CHEAD continued to deliver a programme of events through its Leadership Programme, designed to support the current and next generation of academic leaders with CHEAD Leadership Programme Seminar including a Studio Culture & Pedagogic Change event held in the Autumn.

CHEAD supports a specialist Equity, Diversity and Inclusivity Alliance and a Technical Alliance to provide members within resources and networking to create opportunities to communicate and share best practice. The Technical Alliance ran a Technical Leaders symposium and Leadership Programme.

During 2023/24, CHEAD continued to deliver a programme of membership events focussed on sector specific themes. In November 2023, CHEAD delivered an Innovations in Practice event to showcase Creative Graduates Now and the Future Skills agenda. During Spring 2023, CHEAD delivered its second Women in Leadership event, considering women's leadership in higher education through the lens of art and design, barriers for women leaders in higher education with a range of prestigious speakers including Phillipa Duthie from the RSA, and specialist breakout sessions for participants.

During 2023/24, CHEAD continued to support a Subject Association Alliance. The alliance met three times and benefitted from presentations from guest presenters, for example by Lucy Kennedy, Chief Executive of the National Saturday Club. The Alliance spans a number of Subject Associations, some of whom are not CHEAD members. The result is that all Subject Associations benefit from the work of the CHEAD supported Alliance. This includes sharing knowledge and best practice, joint events and promoting knowledge and understanding of art and design within higher education institutions.

COUNCIL FOR HIGHER EDUCATION IN ART & DESIGN

Report of the Trustees for the Year Ended 31 July 2024

During 2023 - 2024, CHEAD continued to deliver a programme of events through its Research Innovation and Knowledge Exchange Alliance, with the aim of supporting research leadership and developing activities and resources to support researchers in the sector. A co-opted Trustee was appointed to chair the Alliance. An event with AHRC took place in Autumn focussed on the Creative Communities programme and a Preparing for REF 2029 event ran in February 2024. Now the RIKE Alliance has an expanded remit to fully encompass knowledge exchange, an Impact and Knowledge Exchange: Working with the media event ran in April.

FINANCIAL REVIEW

Financial position

During the year, CHEAD received £134,698 (2023: £124,513) of membership subscriptions and £6,067 (2023: £3,060) from leadership development projects.

The conference generated income of £3,900 (2023: £5,600). Sponsorship income received during the year was £600 (2023: £650).

Expenditure for the year in relation to the CHEAD's educational activities was £172,995 (2023: £129,265) resulting in net loss for the year of £26,882 (2023: income of £4,558).

CHEAD finds itself in a strong position at the end of the 2023/2024 period. Expenditure were higher compared to prior year, mainly due to commissioning a special project for Policy Writing Workshop, as well as an increase in staff costs. The additional staff costs included a new temporary role of Director of EDI. Reserves are still being maintained at a healthy level.

Principal funding sources

Membership subscriptions.

Investment policy and objectives

Trustees consider that current reserves should remain stable, accessible and risk free, but are looking at creating a working group to examine the potential for investing a portion of reserves.

Reserves policy

CHEAD supports an active and responsive programme of events, seminars, policy briefings and annual conference for members across the UK as well as maintaining two part-time staff members and an accounts assistant on a consultancy basis. The CHEAD Reserves Policy is to maintain sufficient level of reserves to enable normal operating activities to continue over a period of up to six months should a shortfall in income occur and to take account of potential risks and contingencies that may arise from time to time. At 31 July 2024, CHEAD had reserves totalling £214,510 (2023: £241,392).

CHEAD has taken steps to establish the level of reserve including any risks in respect of expenditure and future income as well as any external risks to income and expenditure. CHEAD also maintains a risk assessment which is reviewed annually and considered as part of the Reserves Policy review.

FUTURE PLANS

Trustees envisage the future of the Council for Higher Education in Art and Design to be centred around support and sector advocacy for and on behalf of its members. Trustees have been careful to take a responsive and agile response to member needs to ensure it remains valuable and relevant to its membership. A decision to increase membership fee levels in line with RPI to ensure the Charity could continue to deliver its objectives resulted in a positive response from the breadth of the CHEAD membership. Trustees have been careful in their stewardship of the charities reserves with a number of careful investments planned but also small amounts of funds to further key projects that have advanced the organisations leadership in art and design research policy.

Resource allocation decisions are made upfront to further the aims within the strategic plan, whilst retaining the flexibility to make additional small investments throughout the year as priorities based on member's needs come to the fore and are backed up by a strong proposal, for example a focussed EDI role delivered an eight month programme of activity including the development of new EDI statements to reflect new equitable narratives for the charity. During the year, CHEAD undertook an operational review with an external organisation, Fairisle Consulting, who made a number of recommendations including the proposal to appoint a Programme Administrator for 2025.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

Trustees are appointed to the Board via an annual election at the Annual General Meeting by the CHEAD membership.

Organisational structure

The Charity is comprised of a Board of Trustees and two part-time Directors. CHEAD works closely within a network of art and design focussed organisations including: Design Council, Crafts Council, Creative Industries Federation, All-Party Parliamentary Design and Innovation Group, GuildHE, GLAD and NSEAD.

Induction and training of new trustees

CHEAD has an adopted policy and procedure for the induction and training of trustees. CHEAD has an adopted handbook for Trustees.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE012173 (England and Wales)

Registered Charity number

1174589

Registered office

C/O Knox Cropper
153-155 London Road
Hemel Hempstead
Hertfordshire
HP3 9SQ

**COUNCIL FOR HIGHER EDUCATION IN ART &
DESIGN**

**Report of the Trustees
for the Year Ended 31 July 2024**

Trustees

Professor R S Smith (resigned 20.4.24)
Professor J Kaner (resigned 13.8.23)
Professor A Payne
Professor S Manghani (resigned 13.8.23)
D McGravie
Dr R Adams
R Bateman
Prof P L Springer
L OBoyle
Dr J Butler
Professor J MacDonald
Dr T Saxon
Professor C Dormor
Dr S Vaughan (appointed 14.8.23)
K Syng Tan (appointed 20.4.24)
A Qayum (appointed 9.7.24)

Senior Management Team

Sandra Booth, Director of Policy and External Relations
Joanie Magill, Director of Membership and Operations

Independent Examiner

Knox Cropper LLP
Chartered Accountants
153 -155 London Road
Hemel Hempstead
Hertfordshire
HP3 9SQ

Approved by order of the board of trustees on 25th January 2025 and signed on its behalf by:



.....

Trustee

Independent examiner's report to the trustees of Council for Higher Education in Art & Design ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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 your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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 Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts 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)).

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.

Stephen Anderson

Knox Cropper LLP
Chartered Accountants
153 -155 London Road
Hemel Hempstead
Hertfordshire
HP3 9SQ

Date:

25th January 025

**COUNCIL FOR HIGHER EDUCATION IN ART &
DESIGN**

**Statement of Financial Activities
for the Year Ended 31 July 2024**

		2024 Unrestricted fund £	2023 Total funds £
	Notes		
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Education		145,265	133,823
Other income		848	-
Total		146,113	133,823
 EXPENDITURE ON			
Charitable activities			
Education		172,995	129,265
 NET INCOME/(EXPENDITURE)		(26,882)	4,558
 RECONCILIATION OF FUNDS			
Total funds brought forward		241,392	236,834
 TOTAL FUNDS CARRIED FORWARD		214,510	241,392

25th January 025

The notes form part of these financial statements

**COUNCIL FOR HIGHER EDUCATION IN ART &
DESIGN**

**Balance Sheet
31 July 2024**

	Notes	2024 Unrestricted fund £	2023 Total funds £
CURRENT ASSETS			
Debtors	5	14,443	8,172
Cash at bank		210,345	251,732
		224,788	259,904
CREDITORS			
Amounts falling due within one year	6	(10,278)	(18,512)
NET CURRENT ASSETS		214,510	241,392
TOTAL ASSETS LESS CURRENT LIABILITIES		214,510	241,392
NET ASSETS		214,510	241,392
FUNDS	7		
Unrestricted funds		214,510	241,392
TOTAL FUNDS		214,510	241,392

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 July 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 July 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees and authorised for issue on ~~...25th January 2025...~~ and were signed on its behalf by:


.....
Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

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

Fund accounting

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

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Going concern

After reviewing the charity's forecasts and projections, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing the financial statements.

2. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2024 nor for the year ended 31 July 2023.

Trustees' expenses

In June 2024 for CHEAD away day, hotel accommodation was paid for 10 trustees. During the year travel expenses were paid for 2 of the trustees.

3. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2024	2023
Management	<u>3</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Charitable activities	
Education	<u>133,823</u>
EXPENDITURE ON	
Charitable activities	
Education	<u>129,265</u>
NET INCOME	4,558
RECONCILIATION OF FUNDS	
Total funds brought forward	<u>236,834</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>241,392</u></u>

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade debtors	1,547	3,686
Other debtors	25	-
Prepayments and accrued income	12,871	4,486
	<u>14,443</u>	<u>8,172</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade creditors	2,244	6,664
Social security and other taxes	1,084	917
Other creditors	2,970	2,406
Deferred income	-	3,788
Accrued expenses	3,980	4,737
	<u>10,278</u>	<u>18,512</u>

7. MOVEMENT IN FUNDS

	At 1.8.23	Net movement in funds	At 31.7.24
	£	£	£
Unrestricted funds			
General fund	241,392	(26,882)	214,510
TOTAL FUNDS	<u>241,392</u>	<u>(26,882)</u>	<u>214,510</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	146,113	(172,995)	(26,882)
TOTAL FUNDS	<u>146,113</u>	<u>(172,995)</u>	<u>(26,882)</u>

7. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.8.22 £	Net movement in funds £	At 31.7.23 £
Unrestricted funds			
General fund	236,834	4,558	241,392
TOTAL FUNDS	<u>236,834</u>	<u>4,558</u>	<u>241,392</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	133,823	(129,265)	4,558
TOTAL FUNDS	<u>133,823</u>	<u>(129,265)</u>	<u>4,558</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.8.22 £	Net movement in funds £	At 31.7.24 £
Unrestricted funds			
General fund	236,834	(22,324)	214,510
TOTAL FUNDS	<u>236,834</u>	<u>(22,324)</u>	<u>214,510</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	279,936	(302,260)	(22,324)
TOTAL FUNDS	<u>279,936</u>	<u>(302,260)</u>	<u>(22,324)</u>

8. RELATED PARTY DISCLOSURES

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

9. FORMATION OF CHARITY

The charity was formed on 11 September 2017 and began to operate immediately thereafter when the assets and liabilities of the Council for Higher Education in Art & Design, an unincorporated association, were transferred to this charity.

**COUNCIL FOR HIGHER EDUCATION IN ART &
DESIGN**

**Detailed Statement of Financial Activities
for the Year Ended 31 July 2024**

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Charitable activities		
Conference income	3,900	5,600
Sponsorship income	600	650
Leadership development	6,067	3,060
Subscriptions	134,698	124,513
	145,265	133,823
Other income		
Insurance claim	848	-
Total incoming resources	146,113	133,823
EXPENDITURE		
Charitable activities		
Annual conference	25,824	22,623
Programme enhancements	2,409	5,400
Leadership costs	4,874	121
Meeting costs	3,101	2,211
Stripe & Eventbrite charges	526	642
Policy Writing Workshop	6,000	-
	42,734	30,997
Support costs		
Management		
Trustees' expenses	2,290	236
Salaries	82,999	60,322
Employer's NI	3,385	347
Pensions	1,942	1,412
Insurance	597	461
Telephone	584	449
Postage and stationery	628	147
Bookkeeping fees	5,640	4,010
Sundries	-	179
Travel & subsistence	6,930	6,821
IT support & consumables	3,996	3,885
Website maintenance & development	2,705	3,518
Marketing & communications	1,105	-
Payroll service costs	1,894	1,319
Subscriptions	7,945	5,092
Recruitment & advertising	570	1,074
Staff training, events & conferences	972	478
Carried forward	124,182	89,750

This page does not form part of the statutory financial statements

**COUNCIL FOR HIGHER EDUCATION IN ART &
DESIGN**

**Detailed Statement of Financial Activities
for the Year Ended 31 July 2024**

	2024 £	2023 £
Management		
Brought forward	124,182	89,750
Legal fees	1,952	4,787
Accountancy fees	3,640	3,300
	129,774	97,837
Finance		
Bank charges	487	431
Total resources expended	172,995	129,265
Net (expenditure)/income	(26,882)	4,558

This page does not form part of the statutory financial statements