

# **Health Services Research UK**

Charity Registration No. 1182643

**Report and Unaudited Financial Statements**  
**Year ended 31 March 2023**

## **Health Services Research UK**

**Status:** Charity registration no.: 1182643  
The Charity's governing document is its Constitution dated 26 March 2019

**Registered Office:** The Nuffield Trust  
59 New Cavendish Street  
London  
W1G 7LP

**Executive Director** Catriona Chatfield

**Trustees:** Kieran Walshe (Chair)  
Judith Smith (Deputy Chair)  
Gary Ford  
Tara Lamont  
Andrew Hutchings  
Robert Newton  
Pearl Adikwor  
Temidayo Ajakaiye  
Angus Ramsay  
Nina Hemmings (appointed 03 November 2022)  
Gemma McKenna (appointed 03 November 2022)  
Yvonne Birks (appointed 04 July 2023)  
Peter Bower (appointed 04 July 2023)  
Ashrafunna Khanom (appointed 04 July 2023)  
Lynn Laidlaw (appointed 04 July 2023)  
Stephanie Kumpunen (resigned 1 April 2022)  
Helen Snooks (resigned 01 September 2022)  
Usha Boolaky (resigned 01 September 2022)  
Naomi Fulop (resigned 01 October 2022)

**Bankers:** CAF Bank  
Kent,  
ME19 4JQ

**Independent examiner:** Shruti Soni FCCA FCIE  
Shruti Soni Ltd  
Chartered Certified Accountants  
117A St. John's Hill  
Sevenoaks TN13 3PE

**Health Services Research UK  
Trustees' Report  
for the year ended  
31 March 2023**

The Trustees have pleasure in presenting their Annual Report and Financial Statements for the year ended 31 March 2023.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Health Services Research UK (HSR UK) is a self-supporting membership organisation dedicated to the promotion of health services research in policy and practice. HSR UK has existed for about 17 years, originally hosted within NHS Confederation and later Universities UK. In March 2019 HSR UK became an independent charity registered with the Charity Commission (no 1182643). The assets of HSR UK were formally transferred to the new charity from Universities UK in August 2019, therefore the year ended 31 March 2023 covered by this annual report was the third full financial year for the charity. It is based at the central London offices of the Nuffield Trust, which generously provides desk space and HR and IT services in kind, in return for which we are pleased to give the Trust complimentary membership and several complimentary conference places to our annual event.

The collective voice of UK health services research, HSR UK connects researchers with health service leaders, managers, clinicians, and policy makers to drive improvement and innovation in the NHS and social care. HSR UK's membership consists of organisations which have an interest or involvement in health services research – many are university departments, centres, or units; some are NHS or care organisations; others include think-tanks, research funders, consultancies and third sector organisations. HSR UK is governed by a board of up to 16 trustees, who are appointed by the members at its annual members' meeting, in accordance with the Articles of Association of the charity. Trustees may be co-opted by the board prior to appointment.

In terms of structure and management in 2022/23, the core team remained at 3 members of staff including the Project Officer and Administration and Communications Officer, both part time. However, when HSR UK's Executive Officer stepped down, the trustees took the decision to expand that role and refocus it as Director of HSR UK. A new Director was recruited and took up post in June 2022. The member of staff in the Administration and Communications Officer role moved to be Membership Officer in December 2022 and the Project Officer left the organisation in January 2023. Recruitment for both vacant roles happened in early 2023.

## **STATEMENT ON PUBLIC BENEFIT**

The objectives and activities, and achievement and performance sections of this report clearly set out the activities which the charity undertakes for the public benefit. The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Commission in determining the activities undertaken by the charity.

## **RISK MANAGEMENT**

The Trustees have reviewed the major and financial risks that impact on the work of the charity. The systems that have been established enable the Trustees to review and take necessary steps to lessen these risks.

## OBJECTIVES AND ACTIVITIES

HSR UK exists to promote health services research in policy and practice in the United Kingdom. It has three main objectives:

- To convene and connect producers and users of health services research in the UK, and build links internationally, across Europe and globally.
- To support evidence-based policy and practice in the NHS, helping to mobilise health services research, build capacity and make an impact
- To Influence policy leaders and funders to improve the profile and landscape of health services research, enabling it to thrive and develop.

In 2022/23 HSR UK focused on delivering its core activities.

### *Conference*

HSR UK held its first face to face conference since the pandemic in July 2022. This event was structured and ticketed in line with pre-pandemic events, but the hybrid programme included both an in person and a digital offering, enabling people to choose how they wished to attend. The conference had five plenaries. Both the plenaries and the event session held in the main hall were live-streamed. The conference also included 19 research discussion session, 17 interactive workshop/learning and development sessions and 3 rapid fire poster presentation sessions. All sessions that were in the main lecture theatre were live-streamed and all the research presentations were recorded. This recorded content was initially made available to delegates via the event's digital platform and then subsequently hosted on the HSR UK website. 54% (68) of attendees accessed the online platform in advance of the conference and 88% (110) planned to watch sessions afterwards.

Following the success of our Future Leaders in Health and Social Care Research awards, we introduced a new award for 2022 which was for Innovation in Inclusion. These awards, given to 3 research teams, celebrated and recognised research teams which had taken significant steps towards improving inclusion in their research.

340 people registered to attend for 3 days in total – 286 in person and 54 online. 62% (208) of attendees were from HSR UK member organisations, rising to 78% (42) of online attendees. Delegates came from academic institutions, provider organisations, NGOs/think tanks, and government agencies, in line with previous events. The evaluation was positive, with 76% (97) of in person attendees and 64% (7) online attendees rating the conference as either 'excellent' or 'very good' overall. This is a lower percentage of attendees than the 2021 online event, where 82% (49) of respondents rated the conference as either 'excellent' or 'very good' overall, however many fewer attendees completed the evaluation in 2021.

The evaluation identified several activities which were positively received: the range of topics; the format and type of sessions including rapid fire poster and research discussion; the plenaries; opportunities to connect and network in person; the online platform and access to online content; that the event was welcoming to PhD students. It also identified areas for improvement, which included: inclusivity; the workload for presenters; the optimal length of a presenter slot; understanding the additional value of the online content; the amount of content on offer for virtual delegates;

**Health Services Research UK  
Trustees' Report  
for the year ended  
31 March 2023**

the on-site experience of poster viewing and presenting; providing sufficient seating. This evaluation then informed preparation for the 2023 conference.

**Projects and Events**

Following from our successful series of webinars on Improving Inclusion in Research, delivered in partnership with the Nuffield Trust, the Health Foundation and the King's Fund, HSR UK submitted a funding proposal to The Health Foundation for a follow-up piece of work to generate evidence on the experiences of disadvantaged and marginalised people within health services and social care researcher communities and to identify interventions which could improve their experience. This proposal was agreed in December 2022 and the project scheduled to start in April 2023.

HSR UK also held a series of meetings with the Health Research Authority (HRA) following the publication of the Research Governance report to discuss how we might better feed the experiences of health services and social care researchers into developments the HRA are undertaking. The findings were also accepted for publication in the academic journal BMC Public Health.

Our Research Engaged Boards project also progressed through 2022–23. This project seeks to understand how NHS trusts use health services research in decision making and how we can support and enhance that process. During this year we established a partnership with NHS Providers, to enable us to better understand the needs of NHS trusts. As part of this partnership, we plan to survey boards across a range of provider trusts about how they use and engage with health services research, followed by a round-table with provider board representatives to draw out further themes about the opportunities and challenges of NHS provider boards being effective users and producers of research.

In March 2023 we held an invite-only event at the University of York where we brought together over 80 delegates drawn from a mixture of research and policy backgrounds to discuss the health and social care workforce crisis. We held 15 themed discussion sessions over the course of the event, each convened by a chair who opened with a brief presentation setting the context for the discussion and then chaired a 90 minute discussion. The main points of the discussion were captured by early career researchers who attended the event as rapporteurs. The forum was funded by Health Education England, Health Education England, and the University of York.

There are various follow up activities planned for 2023–24. One theme which came out from the event was the opportunity to work more closely to make connections with, and influence, NHS practitioners and decision makers rather than policy makers; this group were poorly represented at the event but have a key interest in the state of the evidence and how it might inform decision making around workforce.

*Membership*

There are currently 38 organisational members and just over 4000 individuals on our mailing lists. We built on the successful implementation of the HSR UK mentoring programme in 2021/22 by running it again from January 2023. Ten health services researchers from member organisations were paired with mentors from different member organisations. Both mentees and mentors valued the experience, especially the opportunity to build a network across the research community. The scheme will be running again in 2023/24.

## ACHIEVEMENTS AND PERFORMANCE

This has been a successful year for HSR UK as we transition to a more stable operating model, based around delivering our core activities alongside developing new projects and funding sources, such as the health and care workforce forum. The impact of the pandemic continued in 2022, and delivering a hybrid conference which met the needs of both face to face and online delegates was challenging. 2022 also saw many changes within the core staff team, giving rise to variable capacity across the year. The annual event contributed to making the charity financially stable and ensured that HSR UK continued to engage with and support the health services and social care research community. HSR UK continued to grow and develop new activities and relationships with key stakeholders.

Financially the charity was able to remain stable, however with a growing expenditure on staffing costs, we will need to pay close attention to controlling our costs to avoid running down our reserves in 2023/2024. We will also need to review our capacity to pursue activities which rely solely on our internal resources, such as the Research Engaged boards project.

## FINANCIAL REVIEW

During the year, the Charity's income totalled £211,381 (2022: £125,370) of which £188,381 (2022: all) was unrestricted income. In addition to this, reserves of £90,780 (2022: £97,068) were brought forward from the previous year. Resources expended totalled £213,970 (2022: £131,658) of which £21,800 (2022: £5,850) were from restricted grants and £192,170 (2022: £125,808) were from general funds and conference income.

Total funds carried forward to 2023/24 were £88,191 (2022: £90,780) of which £6,875 (2022: £5,675) were restricted and £81,316 (2022: £85,105) were unrestricted. Conference registrations and membership fees of £26,745 (2022: £32,001) invoiced during the year were deferred to next financial year.

HSR UK's reserves policy is set out below. It is reviewed annually by Trustees when they review and approve the charity's annual report and accounts before they are presented at the annual members' meeting and then submitted to the Charity Commission. It takes account of guidance issued by the Charity Commission on setting and reviewing a charity's reserves policy (CC19).

## RESERVES POLICY

The purpose of our reserves policy is to ensure that HSR UK can continue to operate sustainably in the face of unexpected circumstances (such as drop in income or increase in costs which was not foreseen) and to enable HSR UK to take advantage of new opportunities consistent with its objectives when they arise. To that end, we seek to maintain a minimum reserve in unrestricted funds equivalent to six months core funding for HSR UK's office costs – staff, accommodation and basic operating costs – and for any other liabilities which would arise in the event that the charity ceased operations (for example, redundancy or other costs). In the financial year 2022/23 that amount was £60,000. At the end of financial year 2022/23 the final balance of unrestricted funds was £81,316 (2022: £85,105)

**Health Services Research UK**  
**Trustees' Report**  
**for the year ended**  
**31 March 2023**

As HSR UK expects to expand its activities in coming years, this minimum reserve will be kept under annual review and adjusted accordingly. Reserves above this minimum level are held to support such expansion as opportunities arise, particularly where they might require initial investment of resources.

**PLANS FOR FUTURE**

In 2023–24, we plan to continue to improve our conference offer to members and delegates as we slowly return to pre-pandemic levels of activity. We expect to complete the Research Engaged boards project in and our next project focus will be delivering the Careers Inclusion project. We will also explore opportunities to build on the work HSR UK has started around workforce, how we can strengthen our international partnerships and explore what events and training we might offer

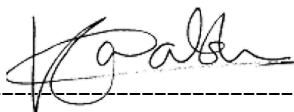
**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees 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). In preparing these financial statements, the trustees are required to:

- a) select suitable accounting policies and apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgements and accounting estimates that are reasonable and prudent;
- d) state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Trust will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the Trust's transactions and disclose with reasonable accuracy at any time the financial position of the Trust and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on <sup>16th November 2023</sup> \_\_\_\_\_ and signed on their behalf by:

Signed  \_\_\_\_\_ (Trustee)

Name Kieran Walshe

## **Independent Examiner's Report to the Trustees of Health Services Research UK**

I report on the financial statements of the Trust for the year ended 31 March 2023 as set out on pages 8 to 16.

### **Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

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

1. accounting records were not kept in respect of the charity as required by section 130 of the
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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

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.



**Shruti Soni FCCA FCIE**

Shruti Soni Ltd ● Chartered Certified Accountants  
117A St. John's Hill, Sevenoaks TN13 3PE

Date: 20 December 2023

**Health Services Research UK**  
**Statement of financial activities**

**For the year ended 31 March 2023**

	Note	Unrestricted £	Restricted £	2023 Total £	Unrestricted £	Restricted £	2022 Total £
<b>Income from:</b>							
Donations and legacies	2	19,450	23,000	<b>42,450</b>	23,207	–	<b>23,207</b>
Charitable activities	3						
Research and education		168,763	–	<b>168,763</b>	102,163	–	<b>102,163</b>
Investments		168	–	<b>168</b>	–	–	<b>–</b>
<b>Total income</b>		<b>188,381</b>	<b>23,000</b>	<b>211,381</b>	<b>125,370</b>	<b>–</b>	<b>125,370</b>
<b>Expenditure on:</b>							
Charitable activities							
Research & education	4	192,170	21,800	<b>213,970</b>	125,808	5,850	<b>131,658</b>
<b>Total expenditure</b>		<b>192,170</b>	<b>21,800</b>	<b>213,970</b>	<b>125,808</b>	<b>5,850</b>	<b>131,658</b>
<b>Net income/(expenditure) for the year</b>		<b>(3,789)</b>	<b>1,200</b>	<b>(2,589)</b>	<b>(438)</b>	<b>(5,850)</b>	<b>(6,288)</b>
<b>Net movement in funds</b>		<b>(3,789)</b>	<b>1,200</b>	<b>(2,589)</b>	<b>(438)</b>	<b>(5,850)</b>	<b>(6,288)</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		85,105	5,675	<b>90,780</b>	85,543	11,525	<b>97,068</b>
<b>Total funds carried forward</b>	14	<b>81,316</b>	<b>6,875</b>	<b>88,191</b>	<b>85,105</b>	<b>5,675</b>	<b>90,780</b>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 14 to the financial statements.

# Health Services Research UK

## Balance sheet

As at 31 March 2023

	Note	£	2023 £	2022 £
<b>Fixed assets:</b>				
Tangible assets	9		1,379	2,994
<b>Current assets:</b>				
Debtors	10	35,565	23,997	
Cash at bank and in hand		122,082	97,290	
		<u>157,647</u>	<u>121,287</u>	
<b>Liabilities:</b>				
Creditors: amounts falling due within one year	11	70,835	33,501	
<b>Net current assets</b>			<u>86,812</u>	<u>87,786</u>
<b>Total net assets</b>			<u>88,191</u>	<u>90,780</u>
<b>The funds of the charity:</b>	14			
Restricted income funds			6,875	5,675
Unrestricted income funds:				
General funds		81,316	85,105	
Total unrestricted funds			<u>81,316</u>	<u>85,105</u>
<b>Total charity funds</b>			<u>88,191</u>	<u>90,780</u>

The financial statements were approved and authorised for issue by the Board on 16th November 2023.  
Signed on behalf of the board of trustees



Signature

Kieran Walshe

Name

Trustee

## 1 Accounting policies

### 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 their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) – (Charities SORP FRS 102 1A), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and UK GAAP.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) – (Charities SORP FRS 102 1A) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

### b) Public benefit entity

The Trust meets the definition of a public benefit entity under FRS 102.

### c) Going concern

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

Key judgements that the Trust has made which have a significant effect on the accounts include estimating accrued income for gift aid claim.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

### d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income received in advance membership fees related to future years is deferred to the year to which they relate.

### e) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

## **1 Accounting policies (continued)**

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

### **f) Fund accounting**

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

### **g) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds relate to the costs incurred by the Trust in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- Expenditure on charitable activities includes the costs undertaken to further the purposes of the charity and their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

### **h) Allocation of support costs**

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction, support and administration of each activity, is apportioned to Research and Education in full.

### **i) Tangible fixed assets**

Items of equipment are capitalised where the purchase price exceeds £250. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Where fixed assets have been revalued, any excess between the revalued amount and the historic cost of the asset will be shown as a revaluation reserve in the balance sheet.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- Computer equipment 3 years

For the year ended 31 March 2023

## 1 Accounting policies (continued)

### j) Debtors

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

### k) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account. Cash balances exclude any funds held on behalf of service users.

### l) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## 2 Income from donations, grants and legacies

	Unrestricted £	Restricted £	2023 Total £	2022 Total £
Health Foundation	19,450	–	19,450	22,867
Health Education England	–	18,000	18,000	–
University of York, Department of Health Sciences	–	5,000	–	–
Universities UK	–	–	–	340
	<u>19,450</u>	<u>23,000</u>	<u>37,450</u>	<u>23,207</u>

## 3 Income from charitable activities

	Unrestricted £	Restricted £	2023 Total £	2022 Total £
<b>Research and education</b>				
Project & Seminars	–	–	–	17,194
Membership fees	20,547	–	20,547	21,944
Conference Income	118,216	–	118,216	63,025
NIHR Evaluation, Trials and Studies Coordinating Centre (NETSCC)	30,000	–	30,000	–
	<u>168,763</u>	<u>–</u>	<u>168,763</u>	<u>102,163</u>
Total income from charitable activities				

Membership fees included gift in kind of nil (2022: nil) in respect of provision of services and facilities.

#### 4 Analysis of expenditure

	Charitable activity Research & education £	Support costs £	2023 Total £
Staff costs (Note 5)	97,358	–	97,358
Recruitment	2,151	–	2,151
Trustee recruitment and expenses	622	–	622
Project costs	17,475	–	17,475
Conference costs	85,573	–	85,573
Website, promotion and newsletter	1,756	–	1,756
Legal and professional fees	86	–	86
Insurance	–	1,079	1,079
Independent examination	–	1,740	1,740
IT & software costs	–	1,697	1,697
Depreciation	–	1,615	1,615
Bank Charges and sundries	–	2,818	2,818
Bad debts	–	–	–
<b>Total expenditure on charitable activities 2023</b>	<b>205,021</b>	<b>8,949</b>	<b>213,970</b>

Of the total expenditure in 2023, £197,573 (2022: £125,808) was unrestricted and £5,675 (2022: £5,850) was restricted.

	Charitable activity Research & education £	Support costs £	2022 Total £
Staff costs (Note 5)	74,935	–	74,935
Recruitment	1,353	–	1,353
Trustee recruitment and expenses	3,766	–	3,766
Project costs	5,026	–	5,026
Conference costs	22,629	–	22,629
Website, promotion and newsletter	8,146	–	8,146
Legal and professional fees	6,015	–	6,015
Insurance	–	851	851
Independent examination	–	1,514	1,514
IT & software costs	–	1,460	1,460
Depreciation	–	1,114	1,114
Bank Charges and sundries	–	1,654	1,654
Bad debts	–	3,195	3,195
<b>Total expenditure on charitable activities 2023</b>	<b>121,870</b>	<b>9,788</b>	<b>131,658</b>

## 5 Staff costs and cost of key management personnel

Staff costs were as follows:

	2023 £	2022 £
Salaries and wages	75,735	58,681
Social security costs	7,425	5,251
Employer's contribution to defined contribution pension schemes	14,198	11,003
	<u>97,358</u>	<u>74,935</u>

No employee earned more than £60,000 during the year.

## 6 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	2023 No.	2022 No.
Charitable activities	3.0	2.0
	<u>3.0</u>	<u>2.0</u>

## 7 Related party transactions

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

Key management personnel are the Trustees of the charity and the Chief Executive Officer.

There are no related party transactions to disclose for 2023 (2022: none). The charity trustees were not paid or received any other benefits from employment with the charity in the year. No charity trustee received payment for professional or other services supplied to the charity (2022: £nil). No charity trustee received payment or reimbursement of travel and subsistence costs incurred by members relating to attendance at meetings of the trustees. 4 charity trustees received reimbursement of travel and subsistence costs related to the annual conference of £532.

## 8 Taxation

The Trust is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

**9 Tangible fixed assets**

	Computer equipment £	Total 2023 £	Total 2022 £
<b>Cost or valuation</b>			
At the start of the year	4,845	<b>4,845</b>	2,212
Additions in year	–	–	2,633
At the end of the year	4,845	<b>4,845</b>	4,845
<b>Depreciation</b>			
At the start of the year	1,851	<b>1,851</b>	737
Charge for the year	1,615	<b>1,615</b>	1,114
At the end of the year	3,466	<b>3,466</b>	1,851
<b>Net book value</b>			
At the end of the year	1,379	<b>1,379</b>	2,994

**10 Debtors**

	2023 £	2022 £
Accrued income	30,000	22,867
Other debtors	5,565	1,130
	<b>35,565</b>	<b>23,997</b>

**11 Creditors: amounts falling due within one year**

	2023 £	2022 £
Accruals	44,090	1,500
Deferred income	26,745	32,001
	<b>70,835</b>	<b>33,501</b>

**12 Deferred income**

Deferred income comprises membership fees invoiced or received during the year that relate to future

	2023 £	2022 £
Balance at the beginning of the year	32,001	34,525
Amount released to income in the year	(32,001)	(34,525)
Amount deferred in the year	26,745	32,001
Balance at the end of the year	<b>26,745</b>	<b>32,001</b>

### 13 Analysis of net assets between funds

	2023		
	General unrestricted £	Restricted fund £	Total funds £
Tangible fixed assets	1,379	–	1,379
Net current assets	79,937	6,875	86,812
<b>Net assets at the end of the year</b>	<b>81,316</b>	<b>6,875</b>	<b>88,191</b>

### 14 Movements in funds

	At 1 April 2022 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2023 £
<b>Restricted funds:</b>					
Health Foundation	5,675	–	–	–	5,675
Health Education England	–	18,000	(16,800)	–	1,200
University of York	–	5,000	(5,000)	–	–
<b>Total restricted funds</b>	<b>5,675</b>	<b>23,000</b>	<b>(21,800)</b>	<b>–</b>	<b>6,875</b>
<b>Unrestricted funds:</b>					
<b>General funds</b>	<b>85,105</b>	<b>188,381</b>	<b>(192,170)</b>	<b>–</b>	<b>81,316</b>
<b>Total unrestricted funds</b>	<b>85,105</b>	<b>188,381</b>	<b>(192,170)</b>	<b>–</b>	<b>81,316</b>
<b>Total funds</b>	<b>90,780</b>	<b>211,381</b>	<b>(213,970)</b>	<b>–</b>	<b>88,191</b>

	At 1 April 2021 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2022 £
<b>Restricted funds:</b>					
Health Foundation	11,525	–	(5,850)	–	5,675
<b>Total restricted funds</b>	<b>11,525</b>	<b>–</b>	<b>(5,850)</b>	<b>–</b>	<b>5,675</b>
<b>Unrestricted funds:</b>					
<b>General funds</b>	<b>85,543</b>	<b>125,370</b>	<b>(125,808)</b>	<b>–</b>	<b>85,105</b>
<b>Total unrestricted funds</b>	<b>85,543</b>	<b>125,370</b>	<b>(125,808)</b>	<b>–</b>	<b>85,105</b>
<b>Total funds</b>	<b>97,068</b>	<b>125,370</b>	<b>(131,658)</b>	<b>–</b>	<b>90,780</b>

#### Purposes of restricted funds

The Health Foundation grant was toward cost of strategy/plan project which will be spent in the coming months

Grants from Health Education England and University of York, Department of Health Sciences were towards cost of the HSRUK Workforce Conference, March 2023