

# **Health Services Research UK**

Charity Registration No. 1182643

**Report and Unaudited Financial Statements**  
Year ended 31 March 2024

## **Health Services Research UK**

<b>Status:</b>	Charity registration no.: 1182643 The Charity's governing document is its Constitution dated 26 March 2019
<b>Registered Office:</b>	The Nuffield Trust 59 New Cavendish Street London W1G 7LP
<b>Executive Director</b>	Catriona Chatfield
<b>Trustees:</b>	Judith Smith (Chair) Kieran Walshe Gary Ford Tara Lamont Andrew Hutchings Robert Newton Pearl Adikwor Temidayo Ajakaiye Angus Ramsay Nina Hemmings Gemma McKenna Yvonne Birks (appointed 04 July 2023) Peter Bower (appointed 04 July 2023) Ashrafunna Khanom (appointed 04 July 2023) Lynn Laidlaw (appointed 04 July 2023)
<b>Bankers:</b>	CAF Bank Kent, ME19 4JQ
<b>Independent examiner:</b>	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 2024**

The Trustees have pleasure in presenting their Annual Report and Financial Statements for the year ended 31 March 2024.

**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 18 years, originally hosted within the 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 2024 covered by this annual report was the fourth full financial year for the charity. HSR UK is based at the central London offices of the Nuffield Trust, a charitable health policy and research foundation, which generously provides desk space, HR and IT services in kind, in return for which we are pleased to give the Trust complimentary membership of HSR UK and several complimentary places at our annual conference.

The collective voice of UK health services – and increasingly also social care – research, HSR UK connects researchers with health service and social care leaders, managers, clinicians, and policy makers to drive evidence-based 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 and social care 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 2023/24, HSR UK's Director, appointed in June 2022, remained in post throughout. Two new part-time employees took up the positions of Project Officer and Communications Officer at the start of April 2023. Our Membership Officer left the organisation in July 2023 and was not replaced. We also hosted a civil service fast-track secondee gaining experience in the third sector for six months from April to October 2023.

Professor Judith Smith took over as Chair after a unanimous vote from all Trustees at the January 2024 board meeting. Kieran Walshe, the previous Chair, stepped down but remained on the board of trustees.

**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's charitable object is "to advance the education of the public in general (and particularly amongst those involved in health services and in research) on the subject of health services research and to promote research for the public benefit in all aspects of that subject and to publish the useful results."

HSR UK has three main objectives through which it achieves its charitable object:

- To convene and connect producers and users of health services and care research in the UK, and build links internationally, across Europe and globally
- To support evidence-based policy and practice in the NHS and social care, 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.

In 2023/24 HSR UK focused on delivering its core activities.

## PROJECTS AND EVENTS

### *Conference*

HSR UK held its second face to face conference since the pandemic in July 2023 at the University of Birmingham. 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, 25 research discussion session, 15 interactive workshop/learning and development sessions and 9 poster walk round 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.

For our 2023 conference we also ran a workshop aimed at earlier career researchers on writing up work for publication and the first meeting of a new network for Heads of Research Centres.

We again made 3 awards for Future Leaders in Health and Social Care Research and 3 awards for Innovation in Inclusion in research.

389 people registered to attend for 3 days in Birmingham, with 22 of these attending online. Delegates came from academic institutions, provider organisations, third sector bodies, think tanks, and government agencies, in line with previous events. We introduced a special rate for patient partners and had 17 patient and public attendees. The conference evaluation was very positive,

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with 96.5% (97) of attendees responding to the evaluation rating the conference as either 'excellent', 'very good' or 'good' overall. The evaluation identified several activities which were positively received: the range of topics; the opportunities for discussion within sessions; the social activities and opportunities to connect and network in person. It also identified areas for improvement, which included: timekeeping, having too much content on the programme leading to some sense of overwhelm; the optimal length of a presenter slot and workload for presenters. This evaluation then informed design of and preparation for the 2024 conference. We welcomed sponsorship for the conference from the University of Birmingham, Innovation in Urban Health, Elsevier and our exhibitors.

*Research Engaged Boards*

Our Research Engaged Boards project seeks to understand how NHS trusts use health services research in decision making and how we can support and enhance that process. During 2023–24 year we built on our partnership with NHS Providers to enable us to better understand the needs of NHS trusts. NHS Providers surveyed boards across a range of provider trusts about how they use and engage with health services research and then we held a round-table workshop with provider board representatives to draw out further themes about the opportunities and challenges of NHS boards being effective users and producers of research. The final output (due to be published in early 2025) will be a report summarising these outputs and our desk-based research along with recommendations for NHS trusts and health services researchers.

*Health and Care workforce*

Throughout 2023–24 we developed and produced outputs from our March 2023 event at the University of York which brought together 85 delegates drawn from a mixture of research and policy backgrounds to discuss the health and social care workforce crisis. These included a report, a journal article and an Opinion piece for The BMJ .

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, on reflection, 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. To advance evidence-sharing with NHS practitioners, we held a series of webinars in partnership with the Shelford group (the organisation representing the largest NHS teaching hospital trusts in England), bringing together researchers and those leading locally on workforce decisions in practice. The first of these was held in February 2024 and reflections captured in a blog post.

*Inclusion in Careers project*

This three-year project is funded by The Health Foundation and started in April 2023. The first work package is about establishing the demographics and lived experiences relating to inclusion, opportunities and progression among the health services and social care research (HSR) workforce. During 2023–24 our project lead established an advisory group for the project and completed a literature review on interventions to support inclusion and progression . We also agreed with the Health Foundation a variation to this grant to explore the feasibility of a new undergraduate social research apprenticeship within the health services research sector.

## PARTNERSHIPS

### International collaboration

Our then Chair, Professor Kieran Walshe spoke at the AcademyHealth conference in Seattle on a panel about workforce research in health. AcademyHealth are a much larger US based version of HSR UK and we are linked in with plans to revitalise the UK arm of the International Health Workforce Collaborative and possible future meetings. We also met regularly with partners such as the Canadian Association for Health Services and Policy Research (CAHSPR ) and the Health Services Research Association of Australia and New Zealand (HSRAANZ ) to discuss areas of mutual interest, including establishing reciprocal discounted rates for our conferences for all members.

### *Networks*

The Heads of Centre network became more established throughout 2023–2024, with a virtual meeting in late 2023 following the face-to-face meeting at the 2023 conference. This informal group of heads of member health and social care research centres and other bodies offers an opportunity to formulate a UK sector-wide response to issues of relevance to HSR UK members and health services research, such as plans for the next Research Excellence Framework or the research opportunities and implications of the forthcoming NHS 10 Year Plan. It also offers a chance for research leaders to share learning and challenges, as well as to provide peer support and build new collaborations.

### *Mentoring Scheme*

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 health services research community.

## MEMBERSHIP

There were 35 organisational members in 2023–24 although five members did not renew in 2024. We had just over 4000 individuals on our mailing lists.

## ACHIEVEMENTS AND PERFORMANCE

This has been a successful year for HSR UK as we continued to deliver our core activities and built on new initiatives such as the health and care workforce forum and heads of centre network. The conference went very well although delivering a hybrid conference which met the needs of both face to face and online delegates was challenging. Having a more stable core administrative team enabled us to make progress on functions such as our communications strategy. The annual conference 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, partnerships and relationships with key stakeholders.

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Financially the charity was able to remain stable, however with an increased expenditure on staffing costs and no new grant funding secured in 2023/2024, we will need to pay close attention to controlling our costs to avoid running down our reserves in 2024/2025. We will also need to review our capacity to pursue activities which rely solely on our internal resources.

#### **FINANCIAL REVIEW**

During the year, the Charity's income totalled £298,259 (2023: £211,381) of which £262,885 (2023: £188,381) was unrestricted income. In addition to this, reserves of £88,191 (2023: £90,780) were brought forward from the previous year. Resources expended totalled £324,722 (2023: £213,970) of which £36,574 (2023: £21,800) were from restricted grants and £288,148 (2023: £192,170) were from general funds and conference income.

Total funds carried forward to 2023/24 were £61,728 (2023: £88,191) of which £5,675 (2023: £6,875) were restricted and £56,053 (2023: £81,316) were unrestricted. Conference registrations and membership fees of £19,719 (2023: £26,745) invoiced during the year were deferred to next financial year.

HSR UK's reserves policy is set out below. It is reviewed annually by the Trustees when they consider 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 2023/24 that amount was £60,000. At the end of financial year 2023/24 the final balance of unrestricted funds was £56,053 (2023: £81,316). We plan to formally review our reserves policy and minimum reserve benchmark in 2024–25 in light of increased costs.

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 2024–25, HSR UK will focus on delivering the careers inclusion project and other activities related to inclusion and career development. This will include reviewing our mentoring programme and our offer to earlier career researchers. We will finalise the Research Engaged boards project and build our advocacy work and our heads of centres network. We will also explore how to extend our reach and networks and to further support researchers to connect, for example through special interest groups. From a governance perspective, we plan to develop a formal role profile for a Deputy Chair and then appoint that role. We will focus on maintaining financial stability and other ways we can partner to support awareness of health services research, for example collaborating with research teams on dissemination.

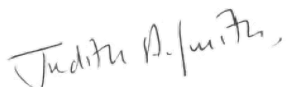
STATEMENT OF TRUSTEES' RESPONSIBILITIES

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 30th January 2025 and signed on their behalf by:

Signed  (Trustee)

Name Professor Judith A. Smith



## **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 2024 as set out on pages 9 to 17.

### **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 Act; or
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*

**Shruti Soni FCCA FCIE**

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

Date: 31/1/2025

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountant, which is one of the listed bodies

Health Services Research UK  
Statement of financial activities  
For the year ended 31 March 2024

	Note	Unrestricted £	Restricted £	2024 Total £	Unrestricted £	Restricted £	2023 Total £
<b>Income from:</b>							
Donations and legacies	2	9,800	35,374	45,174	19,450	23,000	42,450
Charitable activities	3						
Research and education		252,875	–	252,875	168,763	–	168,763
Investments		210	–	210	168	–	168
<b>Total income</b>		<b>262,885</b>	<b>35,374</b>	<b>298,259</b>	<b>188,381</b>	<b>23,000</b>	<b>211,381</b>
<b>Expenditure on:</b>							
Charitable activities							
Research & education	4	288,148	36,574	324,722	192,170	21,800	213,970
<b>Total expenditure</b>		<b>288,148</b>	<b>36,574</b>	<b>324,722</b>	<b>192,170</b>	<b>21,800</b>	<b>213,970</b>
<b>Net income/(expenditure) for the year</b>		<b>(25,263)</b>	<b>(1,200)</b>	<b>(26,463)</b>	<b>(3,789)</b>	<b>1,200</b>	<b>(2,589)</b>
<b>Net movement in funds</b>		<b>(25,263)</b>	<b>(1,200)</b>	<b>(26,463)</b>	<b>(3,789)</b>	<b>1,200</b>	<b>(2,589)</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		81,316	6,875	88,191	85,105	5,675	90,780
<b>Total funds carried forward</b>	14	<b>56,053</b>	<b>5,675</b>	<b>61,728</b>	<b>81,316</b>	<b>6,875</b>	<b>88,191</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 2024

	Note	£	2024 £	2023 £
<b>Fixed assets:</b>				
Tangible assets	9		1,910	1,379
<b>Current assets:</b>				
Debtors	10	41,555	35,565	
Cash at bank and in hand		86,286	122,082	
		127,841	157,647	
<b>Liabilities:</b>				
Creditors: amounts falling due within one year	11	68,023	70,835	
<b>Net current assets</b>			59,818	86,812
<b>Total net assets</b>			61,728	88,191
<b>The funds of the charity:</b>	14			
Restricted income funds			5,675	6,875
Unrestricted income funds:				
General funds		56,053	81,316	
Total unrestricted funds			56,053	81,316
<b>Total charity funds</b>			61,728	88,191

The financial statements were approved and authorised for issue by the Board on 30th January 2025.  
Signed on behalf of the board of trustees

*Judith A. Smith*

Signature

Professor Judith Smith

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

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 £	2024 Total £	2023 Total £
Health Foundation	9,800	28,000	37,800	19,450
Health Education England	–	–	–	18,000
University of Birmingham	–	7,374	7,374	–
University of York, Department of Health Sciences	–	–	–	5,000
	<u>9,800</u>	<u>35,374</u>	<u>45,174</u>	<u>42,450</u>

3 Income from charitable activities

	Unrestricted £	Restricted £	2024 Total £	2023 Total £
<b>Research and education</b>				
Project & Seminars	–	–	–	–
Membership fees	20,071	–	20,071	20,547
Conference Income	172,804	–	172,804	118,216
NIHR Evaluation, Trials and Studies Coordinating Centre (NETSCC)	60,000	–	60,000	30,000
	<u>252,875</u>	<u>–</u>	<u>252,875</u>	<u>168,763</u>

#### 4 Analysis of expenditure

	Charitable activity Research & education £	Support costs £	2024 Total £
Staff costs (Note 5)	185,201	–	185,201
Recruitment	2,520	–	2,520
Trustee recruitment and expenses	–	220	220
Project costs	1,320	–	1,320
Conference costs	119,424	–	119,424
Website, promotion and newsletter	3,760	–	3,760
Legal and professional fees	3,954	–	3,954
Insurance	–	2,088	2,088
Independent examination	–	1,704	1,704
IT & software costs	–	561	561
Depreciation	–	1,582	1,582
General Admin and Bank Charges	–	2,388	2,388
<b>Total expenditure on charitable activities 2024</b>	<b>316,179</b>	<b>8,543</b>	<b>324,722</b>

Of the total expenditure in 2024, £288,148 (2023: £192,170) was unrestricted and £36,574 (2023: £21,800) was restricted.

	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
General Admin and Bank Charges	–	2,818	2,818
<b>Total expenditure on charitable activities 2024</b>	<b>205,021</b>	<b>8,949</b>	<b>213,970</b>

## 5 Staff costs and cost of key management personnel

Staff costs were as follows:

	2024 £	2023 £
Salaries and wages	151,598	75,735
Social security costs	15,842	7,425
Employer's contribution to defined contribution pension schemes	17,761	14,198
	<u>185,201</u>	<u>97,358</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:

	2024 No.	2023 No.
Charitable activities	3.4	3.0
	<u>3.4</u>	<u>3.0</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 Executive Director.

There are no related party transactions to disclose for 2024 (2023: 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 (2023: £nil). Charity trustee received payment or reimbursement of travel and subsistence costs incurred by members relating to attendance at meetings of the trustees. One charity trustees received reimbursement of travel and subsistence costs related to the annual conference of £220.

## 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 2024 £	Total 2023 £
<b>Cost or valuation</b>			
At the start of the year	4,845	4,845	4,845
Additions in year	2,113	2,113	–
At the end of the year	6,958	6,958	4,845
<b>Depreciation</b>			
At the start of the year	3,466	3,466	1,851
Charge for the year	1,582	1,582	1,615
At the end of the year	5,048	5,048	3,466
<b>Net book value</b>			
At the end of the year	1,910	1,910	1,379

## 10 Debtors

	2024 £	2023 £
Accrued income	39,800	30,000
Other debtors	1,755	5,565
	41,555	35,565

## 11 Creditors: amounts falling due within one year

	2024 £	2023 £
Accruals	48,304	44,090
Deferred income	19,719	26,745
	68,023	70,835

## 12 Deferred income

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

	2024 £	2023 £
Balance at the beginning of the year	26,745	32,001
Amount released to income in the year	(16,643)	(32,001)
Amount deferred in the year	9,617	26,745
Balance at the end of the year	19,719	26,745

### 13 Analysis of net assets between funds

	2024	
	General unrestricted £	Restricted fund £
Tangible fixed assets	1,910	–
Net current assets	54,143	5,675
<b>Net assets at the end of the year</b>	<b>56,053</b>	<b>5,675</b>
		<b>Total funds £</b>
		<b>1,910</b>
		<b>59,818</b>
		<b>61,728</b>

### 14 Movements in funds

	At 1 April 2023 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2024 £
<b>Restricted funds:</b>					
Health Foundation – Strategy	5,675	–	–	–	5,675
Health Foundation – Careers Inclusion	–	28,000	(28,000)	–	–
Health Education England	1,200	–	(1,200)	–	–
University of Birmingham	–	7,374	(7,374)	–	–
<b>Total restricted funds</b>	<b>6,875</b>	<b>35,374</b>	<b>(36,574)</b>	<b>–</b>	<b>5,675</b>
<b>Unrestricted funds:</b>					
<b>General funds</b>	<b>81,316</b>	<b>262,885</b>	<b>(288,148)</b>	<b>–</b>	<b>56,053</b>
<b>Total unrestricted funds</b>	<b>81,316</b>	<b>262,885</b>	<b>(288,148)</b>	<b>–</b>	<b>56,053</b>
<b>Total funds</b>	<b>88,191</b>	<b>298,259</b>	<b>(324,722)</b>	<b>–</b>	<b>61,728</b>

	At 1 April 2022 £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At 31 March 2023 £
<b>Restricted funds:</b>					
Health Foundation – Strategy	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>

**Purposes of restricted funds**

The Health Foundation strategy grant was toward cost of 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

The Health Foundation Careers Inclusion grant is towards 'Improving health and care research careers: access to opportunities, progression and inclusion' project

University of Birmingham Grant is to support provision of hybrid access to HSR UK conference 2023