

Company number: 12341200 (England and Wales)  
Charity number: 1186780 (England and Wales)  
Charity number: SC049982 (Scotland)

# Council of Deans of Health

Report and financial statements  
For the year ended 31 July 2023



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## **Council of Deans of Health**

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#### **For the year ended 31 July 2023**

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## Council of Deans of Health

### Reference and administrative information

For the year ended 31 July 2023

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**Company number** 12341200  
**Country of incorporation** United Kingdom  
  
**Charity number** 1186780, SC049982  
**Country of registration** England & Wales, and Scotland

**Registered office and operational address** Woburn House  
20 Tavistock Square  
London  
WC1H 9HD

**Trustees** Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Professor Brian Webster-Henderson, Chair (resigned 31 July 2023)  
Professor Alison Machin, Chair (from 1 August 2023)  
Dr Norma Barry, Vice Chair  
Alison Carr  
Professor Carol Curran  
Professor Marc Griffiths  
David Holdsworth  
Professor Paula Holt  
Professor Andrea Nelson  
Paul Newman (resigned 31 July 2023)  
Professor Debra Towse  
Raluca Oaten  
James Wakefield

**Key management personnel** Dr Katerina Kolyva, Chief Executive (to 6 February 2023)  
Ed Hughes, Chief Executive (from 1 July 2023)

**Bankers** National Westminster Bank plc  
250 Bishopsgate  
London  
EC2M 4AA

**Solicitors** Womble Bond Dickinson (UK) LLP  
Helix  
The Spark  
Draymans Way  
Newcastle Upon Tyne  
NE4 5DE

**Council of Deans of Health**

**Reference and administrative information**

**For the year ended 31 July 2023**

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**Auditor**

Sayer Vincent LLP  
Chartered Accountants and Statutory Auditor  
110 Golden Lane  
London  
EC1Y 0TG

## **Council of Deans of Health**

### **Trustees' annual report**

#### **For the year ended 31 July 2023**

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The trustees present their report and the audited financial statements for the year ended 31 July 2023.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the articles of association, the requirements of a directors' report as required under company law, and the Statement of Recommended Practice – Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

## **Objectives and activities**

### **Purposes and aims**

The Council of Deans of Health (the Council) represents the UK's universities engaged in education and/or research for nursing, midwifery, and the allied health professions. At any one time, our 106 members will educate around 200,000 current and future professionals and will carry out research that improves the population's health and wellbeing. Our members are based in England, Northern Ireland, Scotland, Wales, the Channel Islands, the Isle of Man, and Gibraltar.

### **Mission**

The Council, on behalf of the UK university healthcare education sector, advances and promotes healthcare education and research for the public benefit, through influencing Government policy and connecting our members.

### **Vision**

Our vision is that governments in the UK are committed to quality education and research and a sustainable healthcare academic workforce, in order to safeguard and improve the health and wellbeing of the public.

### **Values**

#### **We are inclusive**

We champion diversity, equity, and inclusion across our sector and to its leaders.

We give voice to underrepresented individuals and communities.

#### **We are innovative**

We build meaningful networks that strive for innovation.

We generate ideas based on evidence.

#### **We are impactful**

We deliver our charity objectives with commitment and accountability.

We focus on impactful outcomes.

## **Council of Deans of Health**

### **Trustees' annual report**

**For the year ended 31 July 2023**

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#### **Objects**

The only objects for which the Charity is established are to advance and promote education and research for the public benefit in particular by:

- informing and influencing UK health and social care education policy and practice to promote positive outcomes for those who benefit from the Charity's work and promoting innovations across the sector;
- enhancing the skills, expertise and knowledge base of those engaged in delivering high quality education and research outcomes for the benefit of students;
- encouraging and promoting collaboration between Members and/or Associate Members and policy makers, regulators, employers and others doing work relevant to the sector both in the UK and globally in order to share sector knowledge and expertise and promote innovation; and
- any such ancillary and incidental exclusively charitable activities as the Trustees from time to time think fit.

The trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that have been set.

#### **Strategic report**

##### **Achievements and performance**

The charity's main activities and who it tries to help are described below. All its charitable activities focus on advancing and promoting education and research and are undertaken to further the Council of Deans of Health's charitable purposes for the public benefit.

The work of the Council over this period was underpinned by the Corporate Plan for 2022–23 and, more widely, the Council 2025 Strategy. Underpinning these was a focus on the strategic policy areas of equality, diversity and inclusion; pedagogy and innovation; regulation; research and sector sustainability.

During the course of the year there was a change to the leadership of the Council with the departure as Chief Executive in February 2023 of Dr Katerina Kolyva. The new Chief Executive Ed Hughes joined in July 2023 following an interim period in which the Head of Membership and Operations and the Head of Policy and External Affairs assumed additional responsibilities with the support of the Chair and Vice-Chair.

## Council of Deans of Health

### Trustees' annual report

#### For the year ended 31 July 2023

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The Council 2025 Strategy identifies three key aims that help deliver progress in these policy areas:

- **Influence** policy across the UK promoting the essential contribution of our sector to health and social care.
- Offer excellent services to our members creating sustainable sector **networks**.
- **Advance** healthcare education and research by strengthening our sector and organisation.

The following summary of highlights for this period falls under these headings.

#### **Influence**

The Council built on the significant progress made in political engagement in the year before to continue to amplify its voice and advocate the aims of its members. Over this period there was significant involvement in the development of the NHS England Long Term Workforce Plan, including attendance at a No10 Downing Street roundtable and a high profile visit of the Health Secretary, Steve Barclay, to a member university following the launch of the plan. The key influencing work to include the education workforce in the plan was successful and the Council was viewed as an important stakeholder in the launch of the plan and in its subsequent implementation, which remains ongoing.

This sat alongside continued engagement with administrations across the UK and the Council's attendance at the 2022 Labour, Conservative and SNP party conferences, as well as the 2023 Liberal Democrat spring conference. Meetings with senior frontbenchers were held at each of these.

Overall, the Council's relationships with key stakeholders across politics, the civil service and NHS matured over this time and enabled a greater degree of mutual trust through which to influence the policy agenda to meet the needs of members.

#### **Networks**

The work of the Strategic Policy Groups (SPGs) continued throughout this time with a particular focus on developing policy proposals for the Council's planned manifesto paper in anticipation of a 2024 general election. The four groups, focussed on the policy priorities of EDI, pedagogy and innovation, regulation and research, met quarterly and continued to be inclusive of four nation and cross-profession perspectives.

The SPGs sat alongside the Nation Groups bringing together members from England, Wales and Scotland respectively. Plans have been developed to re-establish a CoDH Northern Ireland to operate on similar terms as the other nation groups. Quarterly meetings, with at least one in person annually for each, were held and the groups played an important role in engagement with devolved administrations and Westminster throughout the year. Regional groups across the English regions met throughout this period supporting the work of CoDH England at national level.

## **Council of Deans of Health**

### **Trustees' annual report**

#### **For the year ended 31 July 2023**

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The work of both the Nation Groups and SPGs were more integrated into the events programme to further reflect their status within the Council.

The Council continued to support the Clinical Academics Role Implementation (CARIN) Network with over 60 institutions involved and used this as a model for a new memorandum of understanding with the UK Network of Professors in Midwifery and Maternal and Newborn Health. A joint statement with the Council's Australian equivalents also laid the groundwork for the development of a further memorandum of understanding with Universities Australia, Australian Council of Deans of Health Sciences and Council of Deans of Nursing and Midwifery (Australia and New Zealand).

Monthly meetings continued with the Nursing and Midwifery Council (NMC), Health and Care Professions Council (HCPC) and others facilitating the Council's work. Along with annual member meetings with both, engagement with these important regulators remained strong including on the areas of regulatory reform and potential plans to regulate advanced practice.

A programme of 16 online events drew a total audience of 662 delegates and three face-to-face events drew a total audience of 332 delegates from among the Council's membership and supported the development of sustainable sector networks.

#### **Advance**

The Council's general work was supplemented by the publication of papers such as the Pandemic Powered Improvements report in October 2022 as well as an AHP Educator Career Framework and Anti-racism in AHP Education papers in April 2023.

Programmes to support key themes continued to be delivered as part of themed months of activity. These included in November 2022, Race Equity Month; in February 2023 Research Month; and Innovation Week in June 2023 each with a series of webinars, blogs, podcasts and social media activity exploring these themes. The Anti-Racism Group continued to support the work of the Race Equity Month with online meetings to discuss its content and approach.

The Council continued to advance the development of the sector via the Student Leadership Programme's (SLP) 2022 cohort comprising 60 students drawn from across all four home nations, representing 47 universities and 15 professions. A residential event was held in September 2022 and an online event in March 2023. Students received individual coaching over the course of the programme.

The Board determined that the Fellowship Scheme would not be extended in its current form. A final event was held, presenting the evaluation of participants and setting out how the Council will continue to support them as decisions are made on where future such programmes could be offered.



## Beneficiaries of our services

Both the employers of academic staff delivering research and education for healthcare professions and the healthcare students at our member institutions are final beneficiaries of the Council's work. All the work the Council supports, influences and delivers as part of its charitable objects leads to better outcomes for the students, current and future professionals and their employers that form the healthcare and healthcare research workforce. The Council engages with employers of academic staff delivering research and education for healthcare professions proactively as part of its policy work and the Council will commit to increasing its involvement with the social care sector. While the Council commits to continuing the Student Leadership Project following overwhelming feedback from its members, it will also encourage and support its members to embrace student leadership within their faculties. The Council seeks to engage students with policy development through participation in stakeholder meetings where possible, and will work to develop further mechanisms to bring the student voice into its policy work more strongly in future. More widely, the Council's work underpins the sustainability of healthcare education, and therefore healthcare itself in the United Kingdom, benefiting the NHS, patients, communities and country at large.

## Financial review

The total incoming resources of the charity were £1,130k (2022: £1,703k). Of the total income £1,070k (2022: £1,389k) was unrestricted and £60k (2022: £314k) restricted.

Unrestricted income predominantly includes income from members, in the form of subscriptions and event income. The restricted income relates to 2 projects and further details of these are provided in note 14 to the financial statements.

Total expenditure for the year was £1,055k (2022: £1,037k) of which £689k (2022: £633k) was staff costs.

The movement in funds for the year ended 31 July 2023 was £76k.

The funds at 31 July 2023 amounted to £742k (2022: £666k) of which £664k (2022: £513k) were unrestricted funds and £77k (2022: £152k) were restricted funds. All funds are held as net current assets with none tied up in fixed assets.

## Principal risks and uncertainties

The Council's Risk Management policy states the Council's overall approach to risk management and provides the Trustee Board with the necessary assurance. It reflects current best practice in risk management and has been informed by the HM Government Orange Book (Updated October 2020). The Board is responsible for ensuring that the Council has in place an effective and robust risk management framework to enable the organisation to manage and mitigate risks effectively.

## Council of Deans of Health

### Trustees' annual report

#### For the year ended 31 July 2023

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As a membership and policy organisation, the Council's principal risk is damage to its reputation and its ability to have influence, and a possible loss of members and subscription revenue. This may happen where it fails to respond adequately to developments in the health higher education sector, healthcare policy influencing the work of members and members' other expressed needs for support.

Identified strategic risks are:

- Sector and Council inability to adapt to continuing global uncertainty and events.
- Reputational risk arising from an adverse event involving either a member institution or an individual linked to member institutions.
- The level of Council engagement with Further Education (FE) impacting on the organisation.
- Inability to deliver the Council's strategy effectively.
- Failure to innovate and achieve long term sustainability.
- Failure to provide balanced and proportionate support to both countries/regions and the professions covered by the Council.
- Negative impact on the Council from challenges to sector sustainability.
- Loss of members due to financial pressures on HEIs.

### Reserves policy and going concern

The reserves policy is reviewed annually by the trustees. Currently a target of four to six months of unrestricted expenditure is deemed appropriate to ensure sufficient funds are available to meet current commitments and allowing for uncertain income streams and/ or exceptional expenditure. The range is calculated between £306k and £459k. The actual reserves at 31 July 2023 are £664k. The excess reserves held are to allow future investment in IT, staffing developments and initiatives to support the delivery of the current and future strategy of the organisation.

The trustees have considered whether the charity has the ability to continue as a going concern. The trustees have made appropriate enquiries and consider that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, it continues to adopt the going concern basis in preparing the financial statements.

### Fundraising

The Council does not engage in fundraising from individuals but derives its income from member subscriptions and events, events sponsorship, and grant funding for the delivery of specific projects.

### Plans for the future

The Council will continue to deliver on the aims outlined in its current *Council 2025 Strategy*, the core strategic aims of which are to:

- influence policy across the UK promoting the essential contribution of our sector to health and social care.

## Council of Deans of Health

### Trustees' annual report

#### For the year ended 31 July 2023

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- offer excellent services to our members creating sustainable sector networks.
- advance healthcare education and research by strengthening our sector and organisation.

Under its new Chief Executive, the Council will evolve its work to advocate on behalf of its members for the importance of close collaboration across the health and education sectors, and the need for education partners to be involved at all stages in policy development relating to the future health workforce. We will work with government, education placement providers, university sector bodies, regulators and other stakeholders to provide opportunities for our members, their students and wider staff in relation to health education, research and knowledge exchange.

We will work with our members to ensure that the nation groups and strategic policy groups continue to deliver benefits both in terms of policy engagement and sharing of good practice across the sector.

### Structure, governance and management

The organisation is a charitable company limited by guarantee, incorporated on 29 November 2019 and registered as a charity on 5 December 2019 in England and Wales and on 25 February 2020 in Scotland.

The company was established under a articles of association which established the objects and powers of the charitable company and is governed under its articles of association.

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 8 to the accounts.

### Appointment of trustees

The Board comprises up to six Elected Trustees, six Appointed Trustees and a Chair. Until otherwise determined by an ordinary resolution of the Charity, the number of Trustees shall not be less than three nor more than 13.

#### Elected Trustees

A person shall be eligible to stand for election by the Members as an Elected Trustee if they have been confirmed as a suitable candidate by the Nominations and Remuneration Committee (having regard to the desire to promote diversity having regard to the required mix of skills and expertise) and are an employee of a Member and have the written support of the authorised representative of the Member.

Unless otherwise agreed by the Board, a person shall only be eligible for election as an Elected Trustee if, at the date on which that person would take up office as a Trustee, there is no more than one other Trustee at that time on the Board who is an employee of the same Eligible Institution.

Each Elected Trustee shall be appointed for a three-year term. At the end of each term, an Elected Trustee who remains able and willing to do so and whose re-election is supported by the Nominations and Remuneration Committee, may be re-elected by the Members.

#### **Appointed Trustees**

The Trustees shall have the power at any time from time to time to appoint any person who is eligible and willing to do so to be an Appointed Trustee if they have been confirmed as a suitable candidate by the Nominations and Remuneration Committee.

Appointed Trustees shall be selected on the basis of their skills and experience, including their knowledge of the UK-wide context within which the Charity operates.

Unless appointed for a shorter period by the Trustees, each Appointed Trustee shall be appointed for a three-year term. At the end of each term an Appointed Trustee who remains able and willing to do so and whose reappointment is supported by the Nominations and Remuneration Committee, maybe reappointed.

#### **Trustee induction and training**

New trustees receive information supporting their induction, which includes relevant Charity Commission documents on the role of a trustee, trustee role description, a copy of the Articles of Association, scheme of delegation, Nominations and Remuneration Committee terms of reference, conflict of interest policy, nation group terms of reference, and the Strategic Plan. The organisation updates trustees and members on any new legislation that may affect the governance of the charity and offers on-going support through additional training when required.

#### **Remuneration policy for key management personnel**

The Chief Executive leads a Senior Leadership Team comprising the Head of Membership and Operations and the Head of Policy and External Affairs. CEO and Senior Leadership Team pay is determined at the discretion of the Nominations and Remuneration Committee and approved by the Board of Trustees.

#### **Statement of responsibilities of the trustees**

The trustees (who are also directors of the Council of Deans of Health for the purposes of company law) are responsible for preparing the trustees' annual and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the Incoming

resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company's auditor is unaware.
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 July 2023 was 104. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

## **Auditor**

Sayer Vincent LLP was re-appointed as the charitable company's auditor during the year and has expressed its willingness to continue in that capacity.

The directors' annual report has been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

**Council of Deans of Health**

**Trustees' annual report**

**For the year ended 31 July 2023**

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The trustees' annual report has been approved by the trustees on 7 March 2024 and signed on their behalf by

A handwritten signature in black ink, appearing to read 'A Machin', with a long horizontal flourish extending to the right.

Professor Alison Machin  
Trustee

## Independent auditor's report

To the members of

**Council of Deans of Health**

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Independent auditor's report to the members of Council of Deans of Health

### Opinion

We have audited the financial statements of Council of Deans of Health (the 'charitable company') for the year ended 31 July 2023 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 July 2023 and of its incoming resources and application of resources, including its income and expenditure for the year then ended
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice
- Have been prepared in accordance with the requirements of the Companies Act 2006

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on Council of Deans of Health's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

## Independent auditor's report

To the members of

Council of Deans of Health

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### Other Information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- The trustees' annual report has been prepared in accordance with applicable legal requirements.

### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report. We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- The financial statements are not in agreement with the accounting records and returns; or
- Certain disclosures of trustees' remuneration specified by law are not made; or
- We have not received all the information and explanations we require for our audit; or
- The directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

### Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, the trustees (who are also the directors of the charitable company for the purposes of



## **Independent auditor's report**

**To the members of**

**Council of Deans of Health**

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company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud are set out below.

### **Capability of the audit in detecting irregularities**

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
  - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
  - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected, or alleged fraud;
  - The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the charity operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the charity from our professional and sector experience.

## Independent auditor's report

To the members of

### Council of Deans of Health

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- We communicated applicable laws and regulations throughout the audit team and remained alert to any indications of non-compliance throughout the audit.
- We reviewed any reports made to regulators.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

## Use of our report

This report is made solely to the charitable company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Judith Miller (Senior statutory auditor)

Date: 21 March 2024

for and on behalf of Sayer Vincent LLP, Statutory Auditor

Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

# COUNCIL OF DEANS OF HEALTH

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 JULY 2023

	Notes	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
<b><u>Income from:</u></b>					
Charitable activities	2	1,069,565	60,000	1,129,565	1,140,134
Investments	3	792	-	792	41
Transfer from Universities UK	4	-	-	-	563,211
<b>Total income</b>		<b>1,070,357</b>	<b>60,000</b>	<b>1,130,357</b>	<b>1,703,386</b>
<b><u>Expenditure on:</u></b>					
Charitable activities	5	919,605	135,042	1,054,647	1,037,506
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>150,752</b>	<b>(75,042)</b>	<b>75,710</b>	<b>665,880</b>
Total funds brought forward		513,483	152,397	665,880	-
<b>Total funds carried forward</b>		<b>664,235</b>	<b>77,355</b>	<b>741,590</b>	<b>665,880</b>

The statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 7 to 17 form part of these financial statements.

All income and expenditure derive from continuing activities.

Movements in funds are disclosed in Note 14 to the financial statements.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**COUNCIL OF DEANS OF HEALTH****BALANCE SHEET****AS AT 31 JULY 2023**

	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible assets			-		-
			-		-
<b>Current assets</b>					
Debtors	11	43,396		63,379	
Cash at bank and in hand		807,888		660,524	
		851,284		723,903	
<b>Creditors: amounts falling due within one year</b>	12	(109,694)		(58,023)	
Net current assets			741,590		665,880
<b>Income funds</b>					
Restricted funds	14		77,355		152,397
Unrestricted funds			664,235		513,483
			741,590		665,880

The notes on pages 7 to 17 form part of these financial statements.

The financial statements were approved by the Trustees on 7 March 2024 and signed on their behalf by:



Professor Alison Machin

**Trustee**

# COUNCIL OF DEANS OF HEALTH

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 JULY 2023

	Notes	2023 £	£	2022 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	16		146,572		42,030
<b>Cash flows from investing activities</b>					
Interest received		792		41	
<b>Net cash generated from investing activities</b>			792		41
<b>Cash flows from financing activities</b>					
Cash received on transfer from Universities UK		-		618,453	
<b>Net cash generated from financing activities</b>			-		618,453
<b>Net increase in cash and cash equivalents</b>			147,364		660,524
Cash and cash equivalents at beginning of year			660,524		-
<b>Cash and cash equivalents at end of year</b>			<u>807,888</u>		<u>660,524</u>

# **COUNCIL OF DEANS OF HEALTH**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2023**

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### **1 Accounting policies**

#### **Charity information**

Council of Deans of Health is a private company limited by guarantee incorporated in England and Wales. The registered office is Woburn House 20, Tavistock Square, London, WC1H 9HD, United Kingdom.

#### **Accounting convention**

The financial statements have been prepared in accordance with the Trust's governing document, the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended) and "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)).

Council of Deans of Health meets the definition of a public benefit entity under FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note. The principal accounting policies adopted are set out below.

#### **Going concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Trust has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements. The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### **Charitable funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### **Incoming resources**

Income is recognised when the Trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Subscriptions are recognised over the period to which they relate.

Conference fees and other income are recognised on an accruals basis.

# COUNCIL OF DEANS OF HEALTH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

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### 1 Accounting policies (Continued)

#### **Resources expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to that category. Where costs cannot be directly attributable to a particular heading, they have been allocated to activities on a basis consistent with the use of the resource.

Direct costs, including directly attributable salaries, are allocated on the basis of time to the key strategic areas of activity.

Overheads and other salaries are allocated between activities on the bases of usage, ie the same basis as expenditure incurred directly in undertaking the activity.

Governance costs are those incurred in connection with the management of the Trusts' assets, the trusts' administration and compliance with constitutional and statutory requirements.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs are allocated on an appropriate basis as set out in note 6.

#### **Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses. Capital expenditure below £5,000 is not capitalised.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	Over 4 years
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#### **Cash and cash equivalents**

Cash and cash equivalents include cash in hand and deposits held at call with banks.

#### **Financial instruments**

The Trust only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value. Liabilities are recognised on an accruals basis.

#### **Basic financial assets**

Short term debtors are measured at transaction price, less any impairment.

#### **Basic financial liabilities**

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.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Trust's contractual obligations expire or are discharged or cancelled.

#### **Employee benefits**

Termination benefits are recognised immediately as an expense when the Trust is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

# COUNCIL OF DEANS OF HEALTH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

### 1 Accounting policies (Continued)

#### Leases

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease.

#### Company limited by guarantee

In the event of the Trust being wound up, the liability in respect of the guarantee is limited to £1 per member of the Trust.

### 2 Charitable activities

	2023 £	2022 £
Subscriptions from membership	1,066,565	960,442
Fundraising income	3,000	9,250
Grant and contract income	60,000	170,442
	<u>1,129,565</u>	<u>1,140,134</u>
Analysis by fund		
Unrestricted funds	1,069,565	971,942
Restricted funds	60,000	168,192
	<u>1,129,565</u>	<u>1,140,134</u>

### 3 Investments

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Interest receivable	792	-	792	41
For the year ended 31 July 2022	<u>41</u>	<u>-</u>	<u></u>	<u>41</u>



# COUNCIL OF DEANS OF HEALTH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

### 4 Transfer from Universities UK

On the 1 August 2021, the start of the prior period, the assets, liabilities and activities of the Council of Deans of Health previously held in Universities UK, an independent organisation (company number 02517018 and charity number 1001127), were transferred to the Council of Deans of Health. The fund balance at 31 July 2021 per the financial statements of Universities UK was £563,211.

	Unrestricted £	Restricted £	Fair value £
Office equipment	-	-	-
Debtors and prepayments	22,941	-	22,941
Cash at bank and in hand	472,192	146,261	618,453
Creditors and accruals	(78,183)	-	(78,183)
Total identifiable assets	416,950	146,261	563,211
Total consideration	416,950	146,261	563,211
Satisfied by:			
Transfer	416,950	146,261	563,211

# COUNCIL OF DEANS OF HEALTH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

### 5 Charitable activities

	2023 £	2022 £
Staff costs	688,973	632,995
Conference costs	124,936	126,330
Office rent	46,029	44,521
Rates	1,404	1,674
Travel and accommodation	13,954	13,192
Printing, postage and stationery	4,435	1,919
Telecommunications	3,744	1,111
Information technology	31,317	30,260
Cleaning	1,528	1,634
Repairs and maintenance	2,634	2,966
Advertising	-	35,500
Meeting expenditure	8,513	8,783
Insurance	3,934	3,170
Bank charges	1,357	539
Recruitment and staff training costs	51,307	35,120
Sundry costs	3,740	4,012
	<u>987,805</u>	<u>943,726</u>
Governance costs (see note 6)	66,842	93,780
	<u>1,054,647</u>	<u>1,037,506</u>
<b>Analysis by fund</b>		
Unrestricted funds	919,605	875,450
Restricted funds	135,042	162,056
	<u>1,054,647</u>	<u>1,037,506</u>

# COUNCIL OF DEANS OF HEALTH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

### 6 Support costs

The charity only has one activity and as such there is no apportionment of support costs required. The charity recognises the following costs as governance costs:

	Support costs	Governance costs	2023	2022	Basis of allocation
	£	£	£	£	
Audit fees	-	9,020	9,020	9,600	Governance
Accountancy	-	22,114	22,114	31,645	Governance
Legal and professional	-	35,708	35,708	52,535	Governance
	<u>-</u>	<u>66,842</u>	<u>66,842</u>	<u>93,780</u>	
Analysed between					
Charitable activities	-	66,842	66,842	93,780	
	<u>-</u>	<u>66,842</u>	<u>66,842</u>	<u>93,780</u>	

Governance costs includes audit fees of £9,020 (2022: £9,600).

### 7 Net movement in funds

	2023	2022
	£	£
Net movement in funds is stated after charging/(crediting)		
Fees payable to the company's auditor for the audit of the company's financial statements	9,020	9,600
Operating lease charges	<u>46,029</u>	<u>44,521</u>

### 8 Trustees

The total expenses paid to or on behalf of the trustees during the year was £3,010 (2022: £190) to three trustees (2022: four trustees). This represented travel and subsistence expenses incurred in attending trustee meetings.

No trustee received remuneration in the year (2022: £nil) for their role as a trustee.

# COUNCIL OF DEANS OF HEALTH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

### 9 Employees

#### Number of employees

The average monthly number employees during the year was:

	2023 Number	2022 Number
Charitable activities	12	11

#### Employment costs

	2023 £	2022 £
Wages and salaries	578,149	527,135
Social security costs	56,796	56,322
Other pension costs	54,028	49,538
	688,973	632,995

The number of employees whose remuneration for the period was £60,000 or more were:

	2023 Number	2022 Number
£60,000 - £69,999	3	1
£120,000 - £129,999	-	1

The key management personnel of the charity comprises the Trustees and the Chief Executive Officer. Total employee benefits for the key management personnel were £90,925 (2022: £147,790).

### 10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 11 Debtors

	2023 £	2022 £
Trade debtors	556	46,500
Prepayments and accrued income	42,840	16,879
	43,396	63,379

# COUNCIL OF DEANS OF HEALTH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2023

#### 12 Creditors: amounts falling due within one year

	Notes	2023 £	2022 £
Trade creditors		9,136	11,888
Other taxation and social security		20,924	18,403
Deferred income	13	42,405	-
Other creditors		5,658	5,658
Accruals		31,571	22,074
		<u>109,694</u>	<u>58,023</u>

#### 13 Deferred income

	2023 £	2022 £
Subscriptions and events	<u>42,405</u>	<u>-</u>

Income received in advance is deferred until the relevant period or the event takes place.

# COUNCIL OF DEANS OF HEALTH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

### 14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 August 2022 £	Movement in funds		Balance at 31 July 2023 £
		Incoming resources £	Resources expended £	
Burdett Trust for Nursing	99,277	30,000	(51,922)	77,355
Health Education England	53,120	30,000	(83,120)	-
	<u>152,397</u>	<u>60,000</u>	<u>(135,042)</u>	<u>77,355</u>
	Balance at 1 August 2021	Incoming resources	Resources expended	Balance at 31 July 2022
Burdett Trust for Nursing	-	159,529	(60,252)	99,277
Strategic Interventions in Health Education Disciplines	-	61,924	(61,924)	-
Health Education England	-	93,000	(39,880)	53,120
	<u>-</u>	<u>314,453</u>	<u>(162,056)</u>	<u>152,397</u>

#### Unrestricted funds

Unrestricted funds represents resources available for general work.

#### Restricted funds

##### Burdett Trust for Nursing

The Burdett Trust for Nursing funds the Council to run the Student Leadership Programme which promotes and develops leadership skills among the future healthcare workforce through a year long programme full of events, coaching and exclusive opportunities.

##### Strategic Interventions in Health Education Disciplines (SIHED)

The Office for Students funded the Council to manage the SIHED programme. The purpose of the programme was to strengthen the provision of small specialist health disciplines in England to improve sustainability of delivery of these disciplines. This was to be achieved by increasing awareness and understanding of allied health disciplines, and therefore demand for higher education courses in these disciplines.

##### Health Education England (HEE)

HEE funds the Council to run projects that support its AHP Workforce Reform work. Specifically, projects relating to Equality, Diversity and Inclusion, advancing practice, simulation, and supporting the AHP educator workforce. Additionally, funding supports ongoing Council work on the Student Leadership Programme and the Fellowship Scheme targeted at academies from under-represented groups.

# COUNCIL OF DEANS OF HEALTH

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

### 15 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
<b>Fund balances at 31 July 2023 are represented by:</b>			
Current assets	27,137	16,259	43,396
Cash at bank and in hand	735,240	72,648	807,888
Current liabilities	(98,142)	(11,552)	(109,694)
	<u>664,235</u>	<u>77,355</u>	<u>741,590</u>
<b>Fund balances at 31 July 2022 are represented by:</b>			
Current assets	16,879	46,500	63,379
Cash at bank and in hand	552,713	107,811	660,524
Current liabilities	(56,109)	(1,914)	(58,023)
	<u>513,483</u>	<u>152,397</u>	<u>665,880</u>

### 16 Cash generated from operations

	2023 £	2022 £
Surplus for the year	75,710	665,880
Adjustments for:		
Investment income recognised in statement of financial activities	(792)	(41)
Transfer from Universities UK	-	(563,211)
Movements in working capital:		
Decrease/(increase) in debtors	19,983	(40,438)
Increase/(decrease) in creditors	9,266	(20,160)
Increase in deferred income	42,405	-
<b>Cash generated from operations</b>	<u>146,572</u>	<u>42,030</u>

### 17 Operating lease commitments

At the reporting end date the Trust had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023 £	2022 £
Within one year	44,864	44,864
Between one and five years	-	44,864
	<u>44,864</u>	<u>89,728</u>

The amount included in the statement of financial activities in the year in relation to operating lease was £46,029 (2022: £44,521).

## **COUNCIL OF DEANS OF HEALTH**

### **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023**

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#### **18 Related party transactions**

There are no related party transactions to disclose for this financial year.

Remuneration of key management personnel is disclosed in note 9 of the financial statements.