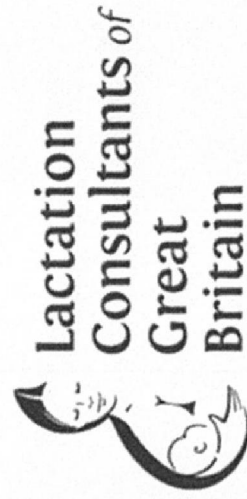


**LACTATION CONSULTANTS OF GREAT BRITAIN**

**REPORT OF THE TRUSTEES AND  
UNAUDITED ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022**



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*The professional voice of  
breastfeeding since 1994*

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## Legal and Administrative Information For the year ended 31 December 2022

<b>Charity Name:</b>	Lactation Consultants of Great Britain Also known as LCGB
<b>Registered Charity Number:</b>	1187793
<b>Legal form:</b>	Charitable Incorporated Organisation, registered with the Charity Commission on 6 <sup>th</sup> February 2020.
<b>Charity address:</b>	19 Ascott Close, Hull, HU4 6EQ
<b>Website:</b>	<a href="http://www.lcgb.org">www.lcgb.org</a>
<b>Email:</b>	<a href="mailto:info@lcgb.org">info@lcgb.org</a>
<b>Board of Trustees:</b>	<i>Trustees serving for the whole year:</i> Zoe Faulkner (Chair)      Hilary English Linda Brownlie (Treasurer)      Zurina Ali Helen Gray      Marion Jones Vikki Kidd      Heidi Nowalany Sophie Burrows
	<i>Trustees appointed during the year:</i> Amanda Smith (19 November 2022) Lyndsey Hookway (25 November 2022) Shazlynn Omar (1 December 2022)
	<i>Trustees who also served during the year:</i> Clare Meynell (resigned February 2022) Heather Kale (resigned July 2022)
<b>Bankers:</b>	Cooperative Bank
<b>Independent Examiner:</b>	Elaine Alsop ACA DChA FCIE EA Independent Ltd 1 Rosebery Place, Dunbar, East Lothian, EH42 1AQ

## **Trustees' Annual Report For the year ended 31 December 2022**

The Trustees present their report for the year ended 31 December 2022. The financial statements comply with the Charities Act 2011 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 (FRS 102) (effective 1 January 2019).

### **Objects, activities and public benefit**

Lactation Consultants of Great Britain (LCGB); a registered charity working to improve the health and wellbeing of families through advocacy and expert IBCLC breastfeeding care.

#### ***Objects***

To promote and protect the physical and mental health of the general public through increasing skilled and expert breastfeeding support to and for mothers and babies.

To advance the education of the general public, and especially those persons concerned with care of children, on the importance of breastfeeding as a public health issue/ both in the immediate and long-term, and to promote a high standard of education and knowledge about breastfeeding, evidence-based practice and lactation including specialised care.

#### ***Activities***

The primary activities undertaken to achieve the objects are:

1. Provision of online education
2. Advocacy
3. Contribution to working groups

#### ***Public benefit***

The Trustees of Lactation Consultants of Great Britain confirm that they have paid due regard to the guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake.

### **Structure, governance and management**

#### ***Constitution***

Lactation Consultants of Great Britain is a Charitable Incorporated Organisation (CIO). The CIO was registered at the Charity Commission on 6 February 2020. Its constitution allows for voting members other than its charity trustees.

#### ***Membership***

Membership is open to any individual supporting the work of LCGB to meet its objects. There are a range of membership levels which include associate, student, IBCLC and retired status.



## **Trustees' Annual Report For the year ended 31 December 2022**

### ***Recruitment and appointment of Trustees***

There must be at least eight charity trustees. There is no maximum number of trustees.

In accordance with the Constitution, Trustees are appointed or re-appointed for a term of three years from the conclusion of the general meeting at which they are elected.

In appointing Trustees, due consideration is given to ensuring that the Trustees have, between them, the skills and experience necessary to manage the charity effectively and in accordance with charity law. There is no requirement to be an IBCLC to be a Trustee of LCGB.

### ***Induction and training of new Trustees***

Each new charity trustee is provided with a copy of the constitution, a copy of the CIO's latest trustees' annual report and statement of accounts, minutes of previous Board meetings and copies of policies and procedures.

We have developed full role descriptions for trustees in order that the commitment to and requirements of the role are fully transparent to those considering becoming a trustee. To support trustees in their role, new trustees are asked to undertake trustee training. We have been using the NCVO's training programs. We welcome interest from members in the role of trustee and encourage them to attend operational meetings and to observe the running of the CIO, as well as to be involved at a volunteer level in some aspect of the CIO, before running for election as Trustee.

We work hard to make all new trustees feel welcome and to grow in confidence in their role by providing opportunities to gain new skills through shadowing experienced trustees, to attend meetings with external organisations and by identifying areas of interest where they can develop skills and take training to follow-up these interests. We mainly use training offered by NCVO and The Association of Chairs.

### ***Additional governance matters***

LCGB has a number of strategic teams:

- Education
- Equality, Diversity and Inclusion
- Finance
- Policy and Advocacy
- Advancing the IBCLC profession

And a number of Task groups working on either short term projects or longer term recurring activities that operationalise the strategic priorities, including:

- Education - Events / Conference

## Trustees' Annual Report

### For the year ended 31 December 2022

- Membership
- Members' newsletter
- Network Groups
- Awards Team (inc educational scholarships, Sally Brooks grant and outstanding contribution)
- NICE guidance response
- OWL Ongoing Web Learning
- Social media
- Supervision development

Towards the end of the year, a Project Management Committee (which will have Terms of Reference) was established to undertake assessments of project proposals and review grant requests. The primary objectives of the team to allocate resources and ensure that the aims of the charity are met. In addition it is expected that this team will perform ongoing assessments of projects and act as a conduit to the board to ensure Trustees are appraised of project progress and challenges.

#### Activities and achievements during the year

*The priorities of LCGB, why and what has happened over the year have been:*

1. To develop an equitable process for trustee recruitment and on boarding, and use the process to recruit new board members.
2. To manage succession planning, via planning and recruitment of trustees to fulfil officer roles, including secretary and Treasurer in preparing for the Chair to retire at the next AGM.
3. To develop trustee role clarity with a focus on governance and strategic responsibly and public accountability, including a focused working weekend.

We prioritised these three areas as we need to invest in our Board skills, to further embed our charitable status and to develop the organisation in line with our charitable objectives; to run efficiently and effectively, thus providing value to our members and consequently enabling them to provide a high standard of lactation care to the families they serve. We also focused on development; accessing training, and recruitment to ensure we have a strong confident and cohesive team for the next phase in LCGB's evolution.

To achieve this, we developed our trustee recruitment processes, application forms, recruitment pack and interview proforma, by looking at other organizations, and

## **Trustees' Annual Report**

### **For the year ended 31 December 2022**

available templates including from NCVO and then developed our own, both for general trustees and the secretary officers' role.

**To develop a project management approach, individual and team skills using external training and software to apply to operational and defined projects.**

We prioritised this to increase clarity around Board governance and strategic responsibilities and using tools to assist with decision making around projects, both operational and defined project work, given the limitations of recourses, both financial and volunteer / people's time.

We achieved it by undertaking training, six trustees undertook two day project management training

**Updated our strategic plan 2022 – 2025, indemnifying our strategic priorities and embedding our Equity, Diversity and Inclusion policy.**

We prioritised this to provide clarity on our direction of travel and identify key priorities to enable better planning and prioritization of resources.

We achieved this by ratifying our strategic plan, following a year of meetings and workshops to examine our work to date and goals and priorities.

**To raise awareness of the vital importance of skilled breastfeeding support, particularly through the involvement of the Chair and several of our members in developing the Infant feeding workforce's competencies framework.**

We prioritised this to be a key player in the collaborative working group with the breastfeeding organizations to increase the understanding and value of the entire infant feeding workforce and increase clarity on the skills and knowledge offered by different roles, to elevate the entire infant feeding workforce, and the IBCLC's role within it. Undertaken on behalf of the breastfeeding alliance.

LCGB Chair is chair of the expert working group. The working group includes two further IBCLC members and one associate member.

## **Trustees' Annual Report For the year ended 31 December 2022**

**To support our members, via maintaining our membership benefits and developing a supervision programme.**

We prioritised this to meet our member's learning, support needs and increase our membership numbers, and thereby financial position. Ensure the specialist workforce is supported, and can access continued education via CERPs.

Supervision working group has met regularly, we have part funded one person to undertake masters level training, with a view to developing our in-house supervisor training and programme.

**To maintain our advocacy and policy national work, including the British Association of Perinatal Medicine (BAPM) guidelines, All Party Parliamentary Group (APPG) on Infant Feeding and Inequalities, Baby Feeding Law Group (BFLG), & Breastfeeding Alliance.**

We prioritised this to maintain our ability to advocate for the needs of breastfeeding families, clinical skills, and education and that our policy and advocacy work may continue. This includes recruiting new trustees with the skills and interest for this advocacy work.

Several trustees including our advocacy and policy lead and EDI lead and Chair, actively participate in meetings and contribute to policy consultations.

**To provide members and non-members with high quality lactation education and to support them to access and carry out their education and provide scholarships to increase equitable access to the learning.**

We prioritised this to ensure the IBCLCs and other members of the infant feeding support workforce can update their skills. To reduce barriers to accessing and maintaining the IBCLC credential with consideration of our EDI policy and Commitment to Action, including anyone with protected characteristics as defined by the Equality Act 2010.

We delivered an online conference, and the Jill Dye memorial talk was offered as scholarship places, including inviting our Ukrainian colleagues to attend as guests.



## Trustees' Annual Report For the year ended 31 December 2022

**To continue to develop and manage succession planning with international partners, ALCI, ELACTA, ILCA and IBLCE.**

We prioritised this to maintain our contribution and dialogue with partners to share learning and collective planning.

The Chair attended ELACTA presidents' meetings and conference, speaks regularly with ALCI president and met with ALCI council. LCGB Chair has also been elected to the ILCA board in July 2022. Written dialogue with IBLCE about membership concerns and to update data.

We continue to maintain inter organisational relationships with our key partners and stakeholders. This work is valuable as it supports the shared interests of supporting a membership that holds an international credential.

### ***Safeguarding***

The membership secretary is the designated safeguarding lead and they have undertaken additional training to support this. Safeguarding related resources for LCGB members are being developed and added to the members' area of the website.

### ***Equality, Diversity and Inclusion***

During 2022, LCGB reflected on our ongoing work, in respect of the highlighted global issues on inequalities, racism and discrimination. We recognise that within our profession and organisation there are inequalities, including the barrier to accessing the IBCLC qualification among underrepresented groups. There is also a barrier for appropriate remuneration for IBCLCs that are not dual qualified in the NHS setting. Whilst there is some positive change in some Trusts and geographical areas, there is more work to be done to ensure there is a career path that enables people to earn a living. This is key to ensuring the workforce can reflect the diversity of the UK population.

In demonstrating our commitment we;

- Introduced the Sally Brooks Grants (SBG) – this was a pilot project. This project aimed to address the barrier to accessing the IBCLC qualification among underrepresented groups. LCGB allocated the fund to support two successful recipients to pay the IBLCE examination fees.



## Trustees' Annual Report

### For the year ended 31 December 2022

- Continued introducing a reduced fee for Student members - providing resources and support to these individuals in the year they intend sitting the IBCLC examination.
- Offered free-to-members education on the OWL platform.
- Worked to make OWL releases as accessible as possible.
- Continued supporting network groups across the UK for all members to meet to discuss issues relevant to their practice and to provide the opportunity for support for one another.
- Sought out training for trustees to attend around issues of Diversity and Inclusion such as "leading tough conversations" by NVCO; Attended a training on "Equality, Diversity and Inclusion in the Charity Governance by NVCO; The EDI lead also attended the UNICEF Baby Friendly conference with a focus on the session on issues around creating safe space and gendered language use in healthcare.
- Introduced in the trustees' selection process the points taken from the trustee recruitment approach based on attracting a diverse mix of candidates training in 2020. LCGB has appointed three trustees which fulfilled the aim to make the LCGB Board of Trustees a diverse mix in terms of ethnics and skills mix.
- Provided a collection of resources for members to access on the LCGB website, that strive to challenge unconscious bias in our practice.
- Introduced training and resources for the Board of Trustees and Operational volunteers to challenge unconscious bias via WhatsApp discussion and at the Trustees away days.
- Continued the work to amplify diverse voices through our education program, by encouraging speaker suggestions from a broad range of backgrounds. Working as a wide team of volunteers has started this process which will be continued by social media outreach and advertising.
- Provided over a dozen fully funded places to each of our Virtual Conferences 2022, for aspiring and re-registering IBCLCs, in recognition of the barriers existing in the already significant costs of certifying and re-registering.
- Unlimited places offered for conference attendance to those meeting the criteria to obtaining a scholarship or those working in infant feeding in emergencies where the cause aligned with LCGB's Commitment to Action.

### **Membership**

The member numbers of IBCLCs and associate members is 650 at the time of writing and have continued to grow year on year, as do the number of qualified IBCLCs in the UK – 734 as of March 2023. The membership online system continues to benefit the documentation and updating of members' details. Members are reminded they can maintain and update their own profile at any time. The membership secretary continues to develop the links with members by working with and supporting them. The members' certification Whatsapp groups have been a success and there are now three available – Recertification by CERPs, Exam

## **Trustees' Annual Report**

### **For the year ended 31 December 2022**

Preparation and Post Exam groups. The membership secretary also works closely with the network groups co-ordinator to encourage members to interact via their regional groups.

#### ***Volunteering within LCGB***

As a charity, LCGB functions through the generosity and support of volunteers. All the Trustees also participate in the day to day running of the charity in addition to their Trustee role. A number of non-Trustees also volunteer, and LCGB continues to be incredibly grateful to the volunteers for their time.

Some examples of roles undertaken by volunteers are;

- support for provision of education such as OWL
- creating content for social media
- contributing to working groups developing valuable resources such as supervision for IBCLCs
- developing a consultation document on infant feeding support competencies
- acting as guides during our virtual conference
- assembling and coordinating the monthly newsletter
- coordinating the network groups
- attending meetings of outside organisations such as the APPG on Infant Feeding and Equalities, the MMHA (Maternal Mental Health Association) and BFLG, the Baby Feeding Law Group

Opportunities to attend relevant training are provided to all volunteers to build skills that may be transferable outside of LCGB. Recently a number of volunteers attended Project Management training and a working weekend was held to undertake Trustee responsibility training along with other broad skills such as psychological safety awareness, project management and effective decision making.

We recognise that volunteering requires time and financial resources that not everyone has access to. The roles within LCGB are being reviewed particularly where the commitment is ongoing and necessary, to identify the opportunities to outsource to individuals who cannot ordinarily volunteer.

#### ***Education***

##### ***Annual conference – online 2022***

Providing members and non-members with high quality lactation education Virtual Conference 2022

The goal of the annual LCGB conference in relation to the charity's objects is to; a) increase skilled and expert breastfeeding support to and for mothers and babies in order to promote and protect the

## Trustees' Annual Report

### For the year ended 31 December 2022

physical and mental health of the general public and to b) promote a high standard of education and knowledge about breastfeeding, evidence-based practice and lactation, including specialised care. In endeavouring to achieve the above we;

- sought speakers whom we knew would have important, high quality, evidence based information to share with our delegates.
- looked for at least one Ethics Continuing Education Recognition Point (CERP) and a range of diversity.
- balanced the programme presentations over the two days, to vary the pace and content.
- previewed the presentation recordings, and viewed them again to approve the accompanying subtitles, which we consider a requirement for equity of access.
- set fees for and contacted potential stall holders in SpatialChat and on Facebook
- set the criteria for and invited applications for poster presentations. Applications were reviewed and approved based on the criteria
- had very frequent communication between all LCGB teams throughout the conference planning process.
- provided delegates with a programme of the event, speaker handouts and access information, in a timely manner.
- pre-recorded all presentations and released on LCGB-OWL at set times during the event, so that delegates could participate in real time if they chose to. This allowed communication to happen in our Facebook Group, Twitter, and WhatsApp etc. The recordings were viewable to delegates for up four months after the event.

Over 200 delegates attended the 2022 virtual conference. The conference was very well received. Very positive feedback was received from delegates on the live networking opportunities offered by SpatialChat, to interact with speakers, the trustees and each other, view the posters and stalls and participate in the question-and-answer sessions.

The main constraint identified in delivering the virtual conference effectively in 2021, was the time involved in developing and overseeing the technical aspects of the online format. We were fortunate to have volunteers who had the necessary technical skill to put on the virtual conference in 2021, however, this took place during an exceptional time with restrictions imposed on normal working practices due to the pandemic enabling more time to be spent on alternative activities than would normally be possible. It was soon recognised that it would be neither feasible or ethical to ask volunteers to deliver the same level of input for a second year running, particularly as more normal work and living conditions resumed. As a result, the 2022 conference was successfully outsourced in terms of technical delivery.

The 2022 conference was planned and delivered mainly by volunteers. The Events team consists of trustees, who planned the conference. They were joined by many member-volunteers who took on roles during the event, ensuring its smooth running and the creation of a welcoming, sociable, and inspiring environment. Volunteers came forward to take on roles such as meeting and greeting in the SpatialChat rooms. In recognition of their invaluable contribution to the conference, volunteers were given a reduction in the cost of attending and we are grateful for their support.

#### ***LCGB OWL in-house education platform***

Having LCGB's own, bespoke education platform has given LCGB the freedom to create and publish learning events in a much more flexible and affordable way, giving access to high quality lactation related education to both professionals and the wider public. It also allows



## **Trustees' Annual Report**

### **For the year ended 31 December 2022**

the charity to be able to offer significant discounts, thus broadening equity of access. It also better enables to uphold the commitment to reduce barriers and celebrate diversity, by keeping accessibility at the heart of all activity, i.e. provide subtitles, transcripts/slides, ensure clear speaker video and clear/large fonts.

#### ***Education Bulletin***

The monthly members' newsletter incorporates the Lactation Education and Resources Bulletin. This is a unique and popular resource providing members with information about up-coming study days, conferences, courses, and other learning opportunities related to breastfeeding practice.

It is important for IBCLCs to access up-to-date education and evidence-based information, as there are specific requirements to maintain accreditation which must be evidenced every five years with IBLCE (International Board of Lactation Consultant Examiners) to be able to continue to offer their services as a qualified IBCLC lactation consultant.

#### **Contributing to Activities Run by Other Organisations**

LCGB promotes the work of the World Association of Breastfeeding Action (WABA), as an associate member. The WABA World Breastfeeding Week campaigns held annually in August receive particular emphasis and draw the global lactation and breastfeeding community together.

We have a close association with WBTi, (World Breastfeeding Trends Initiative), supporting them to carry out their work through both financial contributions for production of materials and through promoting their work on our communication platforms

LCGB are active contributors to several breastfeeding support and related organisations; such as APPG on Infant Feeding and Inequalities, Maternal Mental Health Association (MMHA), Baby Feeding Law Group (BFLG), The Breastfeeding Alliance

#### **Financial Review**

The results of the year are set out in the statement of financial activities. This shows income for the year of £52,586 (2021: £48,385) and expenditure of £33,776 (2021: £19,766), resulting in net income of £18,810 (2021: net income of £28,619). Total reserves at 31 December 2022 of £91,374 (2021: £72,564) consist of unrestricted reserves of £86,954 (2021: £67,564) and restricted reserves of £4,420 (2021: £5,000).

## **Trustees' Annual Report**

### **For the year ended 31 December 2022**

#### **Reserves**

The Charity's policy on reserves is to generate and maintain a balance which is sufficient:

1. To preserve the financial viability of the Charity in the event that unforeseen and / or unavoidable circumstance precipitate a short-term fall in its income;
2. To enable the Charity, in the interests of meeting its objectives, to undertake from time to time the setting up of new and innovative projects on a pilot basis to demonstrate the viability and potential benefits of such activities as a precursor to securing the external funding necessary to maintain such projects on an on-going basis.

For these purposes the reserves policy requires the minimum level of reserves (to cover 9 months of operating costs and some conference venue costs if necessary) to be £35,000.

At the end of the year the charity held unrestricted reserves of £86,954 (2021: £67,564) including cash reserves of £93,772 (2021: £77,942) which is considered by the trustees to be sufficient for the charity to carry out its objectives.

At the end of the year the charity held restricted reserves of £4,420 (2021: £5,000) which is for the Sally Brookes Award.

#### **Remuneration of Trustees**

All Trustees act in a voluntary capacity and receive no remuneration or other material benefits from their services to the Charity.

Out-of-pocket expenses necessarily and reasonably incurred by Trustees in promoting the purposes of the Charity are reimbursed at cost.

#### **Financial Status**

LCGB currently has a surplus that exceeds the reserves required to maintain the organisation should there be an event that limits the capacity to source funds. The surplus was partly derived from the first year of the Covid outbreak when little activity incurring cost was carried out and the involvement of volunteers was higher. LCGB is undergoing an extensive review of its planned projects with the objective of allocating funds to each piece of work and to identify whether alternative funds need to be sourced to further larger projects that can create tangible change in the profession. Education, being a core activity, is one area that LCGB continues to explore how it can be delivered in an accessible way that will mean more investment in technology that is reliable and user friendly. In addition the scope to offer free or subsidised education is continuously explored.



## Trustees' Annual Report For the year ended 31 December 2022

### Statutory Statements on Liabilities

The Trustees declare that:

- ✓ The charity has given no guarantees where potential liability under the guarantee is outstanding at the date of this statement (eg: any outstanding/ongoing contract or legal undertaking to buy or provide specific services);
- ✓ The charity has no debt outstanding at the date of this statement which is owed by the CIO, and which is secured by an express charge on any assets of the CIO (eg.: a mortgage on property owned by the charity);

### Risks

A key risk to the organisation is the availability of resources include people, specific skill sets and funds to further the objectives. Attracting, developing and leading people is a priority alongside offering good, evidence based education that meets the needs of the communities of the people LCGB members and beyond, serve.

### Future plans

The organisation is undergoing transition and change with review of key areas of governance and operations. A focus on the core projects that lend themselves to the overall vision in the strategy is essential.

### On behalf of the Board



Name **LINDA BROWNIE**  
Chair  
14 August 2023