

# UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING

England & Wales · Charity number 1190891

## Details

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**Other names** UALL

**Status** Registered

**Legal form** CIO

**Registered** 2020-08-17

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** UALL administrator  
Kellogg College  
60/62 Banbury Road  
Oxford  
OX2 6PN

**Phone** 01865612005

**Email** [admin@uall.ac.uk](mailto:admin@uall.ac.uk)

**Website** <https://www.uall.ac.uk>

## Activities

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**Objects:** THE PROMOTION AND ADVANCEMENT OF LIFELONG LEARNING WITHIN HIGHER EDUCATION, IN FURTHERANCE OF THESE OBJECTS, THE CIO SHALL HAVE THE FOLLOWING FUNCTIONS:(A) TO PROVIDE A FORUM FOR THE DEVELOPMENT, INTERCHANGE AND DISSEMINATION OF GOOD PRACTICE ON LIFELONG LEARNING IN HIGHER EDUCATION; AND(B) TO ENCOURAGE HIGH STANDARDS IN ALL AREAS OF LIFELONG LEARNING; AND(C) TO FACILITATE COMMUNICATION, LIAISON AND COLLABORATION WITH OTHER BODIES AND ORGANISATIONS IN THE FIELD; AND(D) TO PROMOTE AND CONDUCT RESEARCH AND SCHOLARSHIP INTO LIFELONG LEARNING AND TO DISSEMINATE THE RESULTS OF THIS WORK; AND (E) TO OBTAIN, COLLECT AND RECEIVE MONIES, FUNDS AND OTHER PROPERTY AND TO ADMINISTER THEM IN PURSUANCE OF THE OBJECTS OF THE CIO PROVIDED THAT THE CIO SHALL CARRY OUT NO PERMANENT TRADING ACTIVITIES IN RAISING FUNDS.

**Activities:** UALL acts as a consultative body for policy formulation and advocacy, representing the lifelong learning and continuing education sector to Government departments, funding bodies and national higher education organisations. We raise funds via modest annual membership fees from associated Universities

and (pre-covid) an annual conference and seminars.

## Classification

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- **How:** Acts As An Umbrella Or Resource Body
- **What:** Education/training
- **Who:** The General Public/mankind

## Geography

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- Northern Ireland
- Scotland
- Throughout England And Wales

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-09-30	£43,825	£39,932	-	-
2023-09-30	£37,689	£23,089	-	-
2022-09-30	£14,570	£21,373	-	-
2021-09-30	£12,000	£16,384	-	-

## Trustees

Name	Role	Appointed
<b>Dr Jonathan Michie FAcSS</b>	Chair	2020-05-14
Dr Bonnie Lynn Slade		2021-12-06
Dr Elizabeth Anne Marr		2024-12-12
Dr Mary Elizabeth Mahoney		2020-05-14
Dr Sharon Louise Clancy		2023-11-27
Helen Alexandra Bowman		2023-11-27
Jennifer Laura Hoy		2023-11-27
Lois Eluned McGrath		2023-11-27
PROFESSOR DARRYLL WILLEM BRAVENBOER		2020-12-03
Prof Graeme Atherton		2024-12-12
Professor Angela Claire Davies		2024-12-12
Professor Ruth Hewston		2020-12-03

**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

England & Wales - Charity number 1190891

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# Accounts

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**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**  
**(A company limited by guarantee)**

**Report and Financial Statements**  
**For the Year Ended 30 September 2024**

**Charity number 1190891**  
**Company number CE023600**



**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

**Financial Statements  
For the Year Ended 30 September 2024**

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## **UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

### **Report of the Trustees For the Year Ended 30 September 2024**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### **Reference and Administrative Details**

Registered Company number

CE023600

#### **Registered Charity Number**

1190891

**Registered Office** Kellogg College  
60/62 Banbury Road  
Oxford  
OX2 6PN

<b>Trustees</b>	Dr. J Michie (Chair)	Dr. S L Clancy
	Prof. B L Slade	Mrs. L E McGrath
	Prof. D W Bravenboer	Mrs. J L Hoy
	Prof. R Hewston	Mrs. H A Bowman
	Prof. U Iwobe	
	Dr. M E Mahoney	

#### **Independent Examiner**

AGL Associates Chartered Certified Accountants  
Avalon House  
25 Zoar Street  
Dudley  
DY3 2PA

#### **Structure, Governance and Management**

##### **Governing Document**

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

##### **Recruitment and appointment of new trustees**

The trustees meet on a regular basis to manage the affairs of the charity and to formulate policy. The day to day operations are run by the administrator Zulema Perez.

New trustees are recruited through informal advertising and voted for at the AGM. An induction programme for policies and procedures is given upon appointment to the position of trustee. Further training is assessed and given as and when required.

## **UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

### **Report of the Trustees (Continued) For the Year Ended 30 September 2024**

#### **Objectives and Activities**

The Universities Association for Lifelong Learning is registered with the Charities Commission (CC) (No 1190891). Membership of the Association consists of universities and other Institutions of Higher Education established within the United Kingdom.

The charities objectives are the promotion and advancement of lifelong learning within higher education. In furtherance of these objects, the CIO shall have the following functions:

- Provide a forum for the development, interchange and dissemination of good practice on lifelong learning in higher education.
- Encourage high standards in all areas of lifelong learning.
- Facilitate communication, liaison and collaboration with other bodies and organisations in the field.
- Promote and conduct research and scholarship into lifelong learning and to disseminate the results of the work.
- Obtain, collect and receive monies, funds and other property and to administer them pursuant to the objects of the CIO provided that the CIO shall carry out no permanent trading activities in raising funds.

#### **Achievements and Performance**

Since becoming a Charitable Incorporated Organisation (CIO) in May 2020, UALL has focused on delivering its key objectives to achieve growth, relevance and an increased profile for lifelong learning nationally. In this financial year the key achievements for the association include:

- Maintenance of membership rates: against the backdrop of the worsening financial position of UK higher education institutions, overall membership rates have remained relatively stable at 32 compared to 35 in the previous year. There has been a reduction in the number of institutional members and a growth in individual members. From 1 October 2023 - 31 September 2024 memberships include: 26 institutional members, 5 individual members, and 1 associate member.
- As a consequence of the changing landscape, UALL has worked hard to increase the value proposition offered to members from their subscription, lobbied for an increased recognition of the role and value of lifelong learning to higher education against the backdrop of global skills and productivity challenges facing government and employers and positioned UALL as the lead sector body to support institutions who wish to position it as a central pillar of their strategic plans.

## **UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

### **Report of the Trustees (Continued) For the Year Ended 30 September 2024**

#### **Achievements and Performance**

- It has hosted events across the year, commissioned consultancy research to demonstrate its importance of lifelong learning to senior leaders in universities, strengthened partnerships with key international associations including EUCEN, UPCEA, CAUCE, EAFAE and AAACE to build strong alliances and share practice.
  
- Sought to increase member contribution to the association as a means of sharing best practice by showcasing work occurring in member institutions, hosting meetings in institutions, adding a 'rising stars' section to the conference programme and debating key issues facing the sector.
  
- Built a clear direction of travel for growth in 2024 -2025 with three new initiatives being presented to members at the 2024 AGM.
  
- It hosted the highly successful annual conference hosted by SOAS, co-branded with SCUTREA and secured external sponsorship to support the event.
  
- It has completed the re-unification with SCUTREA to enable an increased focus on research and practice-based participation from individuals and institutions around the world.
  
- It has progressed work to complete the website, improve communications activities and set plans for the forthcoming year to action these to increase professionalism, profile and levels of engagement.

It has been another successful year for the association against the backdrop of a worsening financial position for the sector.

#### **Financial Review**

During the financial year memberships and conference income have been received and used in furtherance of the charity's goals.

Reserves of the organisation are healthy and unrestricted reserves are £59,613 at the end of the financial year. This will enable the organisation to cover any running costs for a significant amount of time.

The financial position shows that the objectives and aims of the organisation are being met and are working as intended.

**Independent Examiner's Report to the Trustees of  
UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

I report on the accounts for the year ended 30 September 2024 set out on pages 5 to 10

**Responsibilities and basis for 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").

**Basis of the independent examiner's report**

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 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 Report**

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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

AGL Associates Chartered Certified Accountants  
Avalon House  
25 Zoar Street  
Dudley  
DY3 2PA

Date:

**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

**Statement of Financial Activities  
For the Year Ended 30 September 2024**

		Unrestricted Funds	Restricted Funds	30.09.24 Total Funds	30.09.23 Total Funds
	Notes	£	£		£
<b>Incoming Resources</b>					
<b>Incoming resources from generated funds</b>					
Voluntary Income	2	43,825	-	43,825	37,689
<b>Total incoming resources</b>		<b>43,825</b>	<b>-</b>	<b>43,825</b>	<b>37,689</b>
<b>Resources Expended</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income		-	-	-	-
Charitable activities	3	16,344	-	16,344	7,431
Governance costs	4	23,588	-	23,588	15,658
<b>Total resources expended</b>		<b>39,932</b>	<b>-</b>	<b>39,932</b>	<b>23,089</b>
<b>Net Income/(Expenditure) for the Year before transfers</b>		<b>3,893</b>	<b>-</b>	<b>3,893</b>	<b>14,600</b>
Gross transfers between funds		-	-	-	-
<b>Net Income/(Expenditure) for the year</b>		<b>3,893</b>	<b>-</b>	<b>3,893</b>	<b>14,600</b>
<b>Reconciliation of Funds</b>					
Total funds brought forward		55,720	-	55,720	41,120
<b>Total funds carried forward</b>		<b>59,613</b>	<b>-</b>	<b>59,613</b>	<b>55,720</b>

**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

**Balance Sheet****At 30 September 2024**

		Unrestricted Funds	Restricted Funds	30.09.24 Total Funds	30.09.23 Total Funds
	Notes	£	£	£	£
<b>Current Assets</b>					
Debtors		-	-	-	-
Cash at bank and in hand		61,317	-	61,317	58,680
<b>Total incoming resources</b>		<b>61,317</b>	<b>-</b>	<b>61,317</b>	<b>58,680</b>
<b>Creditors</b>					
Amounts falling due within one year	5	(1,704)	-	(1,704)	(2,960)
<b>Net Current Assets</b>		<b>59,613</b>	<b>-</b>	<b>59,613</b>	<b>55,720</b>
<b>Total Assets Less Current Liabilities</b>		<b>59,613</b>	<b>-</b>	<b>59,613</b>	<b>55,720</b>
<b>Net Assets</b>		<b>59,613</b>	<b>-</b>	<b>59,613</b>	<b>55,720</b>
<b>Funds</b>					
Unrestricted funds				59,613	55,720
Restricted funds				-	-
				<b>59,613</b>	<b>55,720</b>

**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

**Balance Sheet - Continued**

**At 30 September 2024**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2024.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30 September 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

The financial statements were approved by the Board of Trustees and authorised for issue on

..... and were signed on its behalf by:

.....  
Professor Jonathan Mitchie (Chair)

# UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING

(A company limited by guarantee)

## Notes to the financial statements

For the Year Ended 30 September 2024

### 1. Accounting Policies

#### **Basis of preparing the financial statements**

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with the Companies Act 1985 and the Statement of Recommended Practice : Accounting and Reporting by Charities issued in March 2005.

#### **Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

#### **Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to, and virtually certain to receive, the income and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Clothing and other items donated for resale through the charity's shop are included as incoming resources within activities for generating funds when they are sold.
- Investment income is included when receivable.
- Incoming resources from charitable trading activity are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

#### **Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shop.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

## UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING

(A company limited by guarantee)

### Notes to the financial statements

#### For the Year Ended 30 September 2024

- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage.

### 2. Voluntary Income

	Unrestricted Funds £	Restricted Funds £	30.09.24 Total Funds £	30.09.23 Total Funds £
Donations	-	-	-	2,000
Memberships	15,025	-	15,025	12,588
Conference	28,800	-	28,800	23,101
	<u>43,825</u>	<u>-</u>	<u>43,825</u>	<u>37,689</u>

### 3. Charitable Activities

	Unrestricted Funds £	Restricted Funds £	30.09.24 Total Funds £	30.09.23 Total Funds £
Conference Costs	16,344	-	16,344	7,431
	<u>16,344</u>	<u>-</u>	<u>16,344</u>	<u>7,431</u>

## UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING

(A company limited by guarantee)

### Notes to the financial statements For the Year Ended 30 September 2024

			30.09.24	30.09.23
	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	£	£	£	£
<b>3. Governance costs</b>				
Accountancy	960	-	960	960
Adminstration Costs	16,144	-	16,144	5,214
Communications & Marketing	576	-	576	3,300
Trustee Expenses	908	-	908	762
Website Costs	5,000	-	5,000	5,422
	<u>23,588</u>	<u>-</u>	<u>23,588</u>	<u>15,658</u>

			30.09.24	30.09.23
	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	£	£	£	£
<b>4. Creditors: Amounts Falling Due within One Year</b>				
Accruals	960	-	960	960
Deferred Income	744	-	744	2,000
	<u>1,704</u>	<u>-</u>	<u>1,704</u>	<u>2,960</u>

### 5. Trustee Expenses

During the year expense reimbursements were made to Dr M Mahoney trustee for travel and event costs to the amount of £908, which are deemed wholly and exclusively for the purposes of the charity.

**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

England & Wales - Charity number 1190891

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# Accounts

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**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**  
**(A company limited by guarantee)**

**Report and Financial Statements**  
**For the Year Ended 30 September 2023**

**Charity number 1190891**  
**Company number CE023600**



# **UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

## **Financial Statements**

**For the Year Ended 30 September 2023**

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## **UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

### **Report of the Trustees For the Year Ended 30 September 2023**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### **Reference and Administrative Details**

Registered Company number

CE023600

#### **Registered Charity Number**

1190891

**Registered Office** Kellogg College  
60/62 Banbury Road  
Oxford  
OX2 6PN

<b>Trustees</b>	Dr. J Michie (Chair)	Dr. J Butcher
	Dr. B L Slade	Dr. W H Kitchen
	Prof. D W Bravenboer	Dr. M E Mahoney
	Dr. D J Grange	
	Dr. R Hewston	
	Dr. U Iwobe	

#### **Independent Examiner**

AGL Associates Chartered Certified Accountants  
Avalon House  
25 Zoar Street  
Dudley  
DY3 2PA

#### **Structure, Governance and Management**

##### **Governing Document**

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

##### **Recruitment and appointment of new trustees**

The trustees meet on a regular basis to manage the affairs of the charity and to formulate policy. The day to day operations are run by the administrator Sandra Gee.

New trustees are recruited through informal advertising and voted for at the AGM. An induction programme for policies and procedures is given upon appointment to the position of trustee. Further training is assessed and given as and when required.

## **UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

### **Report of the Trustees (Continued) For the Year Ended 30 September 2023**

#### **Objectives and Activities**

The Universities Association for Lifelong Learning is registered with the Charities Commission (CC) (No 1190891). Membership of the Association consists of universities and other Institutions of Higher Education established within the United Kingdom.

The charities objectives are the promotion and advancement of lifelong learning within higher education. In furtherance of these objects, the CIO shall have the following functions:

- Provide a forum for the development, interchange and dissemination of good practice on lifelong learning in higher education.
- Encourage high standards in all areas of lifelong learning.
- Facilitate communication, liaison and collaboration with other bodies and organisations in the field.
- Promote and conduct research and scholarship into lifelong learning and to disseminate the results of the work.
- Obtain, collect and receive monies, funds and other property and to administer them pursuant to the objects of the CIO provided that the CIO shall carry out no permanent trading activities in raising funds.

#### **Achievements and Performance**

Since becoming a Charitable Incorporated Organisation (CIO) in May 2020, UALL has focused on delivering its key objectives to achieve growth, relevance and an increased profile for lifelong learning nationally. In this financial year the key achievements for the association include:

- Growth in membership: membership from 1 November 2022 - 31 October 2023 now stand at 35 with an increase of 12 institutional members from the previous financial year. Membership base has also moved to a growth in individual and associate memberships. Current membership includes: 31 institutional members, 3 individual members, and 1 associate member.
- UALL has been invited to participate in an increasing number and range of events and sectoral activities; it has submitted responses to consultations and calls for evidence relating to proposed new lifelong learning developments, particularly the new Lifelong Loan Entitlement; it has engaged with other sector bodies related to adult and lifelong learning to build stronger alliances, and recently created a revised engagement structure to enable greater involvement and contribution from its members through networks, working groups, task and finish groups and discussion groups.
- It hosted the highly successful annual conference at Madingley Hall, Institute of Continuing Education at the University of Cambridge with SCUTREA and secured external sponsorship to support the event for the first time.

## **UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

### **Report of the Trustees (Continued) For the Year Ended 30 September 2023**

#### **Achievements and Performance**

- It worked to achieve re-unification with SCUTREA to enable an increased focus on research and practice-based participation from individuals and institutions around the world.
- It worked to redevelop its website and communications activities to increase professionalism, profile and levels of engagement.

It has been a very successful year for the association.

#### **Financial Review**

During the financial year memberships and conference income have been received and used in furtherance of the charity's goals.

Reserves of the organisation are healthy and unrestricted reserves are £55,720 at the end of the financial year. This will enable the organisation to cover any running costs for a significant amount of time.

The financial position shows that the objectives and aims of the organisation are being met and are working as intended.

## **Independent Examiner's Report to the Trustees of UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

I report on the accounts for the year ended 30 September 2023 set out on pages 5 to 10

### **Responsibilities and basis for 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").

### **Basis of the independent examiner's report**

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 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 Report**

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:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

AGL Associates Chartered Certified Accountants  
Avalon House  
25 Zoar Street  
Dudley  
DY3 2PA

Date:

**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

**Statement of Financial Activities  
For the Year Ended 30 September 2023**

		Unrestricted Funds	Restricted Funds	30.09.23 Total Funds	30.09.22 Total Funds
	Notes	£	£		£
<b>Incoming Resources</b>					
<b>Incoming resources from generated funds</b>					
Voluntary Income	2	37,689	-	37,689	14,820
<b>Total incoming resources</b>		<b>37,689</b>	<b>-</b>	<b>37,689</b>	<b>14,820</b>
<b>Resources Expended</b>					
<b>Costs of generating funds</b>					
Costs of generating voluntary income		-	-	-	-
Charitable activities	3	7,431	-	7,431	2,893
Governance costs	4	15,658	-	15,658	20,278
<b>Total resources expended</b>		<b>23,089</b>	<b>-</b>	<b>23,089</b>	<b>23,171</b>
<b>Net Income/(Expenditure) for the Year before transfers</b>		<b>14,600</b>	<b>-</b>	<b>14,600</b>	<b>(8,351)</b>
Gross transfers between funds		-	-	-	-
<b>Net Income/(Expenditure) for the year</b>		<b>14,600</b>	<b>-</b>	<b>14,600</b>	<b>(8,351)</b>
<b>Reconciliation of Funds</b>					
<b>Total funds brought forward</b>		<b>41,120</b>	<b>-</b>	<b>41,120</b>	<b>49,471</b>
<b>Total funds carried forward</b>		<b>55,720</b>	<b>-</b>	<b>55,720</b>	<b>41,120</b>

**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

**Balance Sheet****At 30 September 2023**

		Unrestricted Funds	Restricted Funds	30.09.23 Total Funds	30.09.22 Total Funds
	Notes	£	£	£	£
<b>Current Assets</b>					
Debtors		-	-	-	2,028
Cash at bank and in hand		58,680	-	58,680	44,640
<b>Total incoming resources</b>		<b>58,680</b>	<b>-</b>	<b>58,680</b>	<b>46,668</b>
<b>Creditors</b>					
Amounts falling due within one year	5	(2,960)	-	(2,960)	(5,548)
<b>Net Current Assets</b>		<b>55,720</b>	<b>-</b>	<b>55,720</b>	<b>41,120</b>
<b>Total Assets Less Current Liabilities</b>		<b>55,720</b>	<b>-</b>	<b>55,720</b>	<b>41,120</b>
<b>Net Assets</b>		<b>55,720</b>	<b>-</b>	<b>55,720</b>	<b>41,120</b>
<b>Funds</b>					
Unrestricted funds				55,720	41,120
Restricted funds				-	-
				<b>55,720</b>	<b>41,120</b>

**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

**Balance Sheet - Continued**

**At 30 September 2023**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2023.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30 September 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

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

.....  
Professor Jonathan Mitchie (Chair)

## **UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

(A company limited by guarantee)

### **Notes to the financial statements**

#### **For the Year Ended 30 September 2023**

##### **1. Accounting Policies**

###### **Basis of preparing the financial statements**

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with the Companies Act 1985 and the Statement of Recommended Practice : Accounting and Reporting by Charities issued in March 2005.

###### **Fund accounting**

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

###### **Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to, and virtually certain to receive, the income and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Clothing and other items donated for resale through the charity's shop are included as incoming resources within activities for generating funds when they are sold.
- Investment income is included when receivable.
- Incoming resources from charitable trading activity are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

###### **Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shop.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

## UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING

(A company limited by guarantee)

### Notes to the financial statements

#### For the Year Ended 30 September 2023

- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage.

### 2. Voluntary Income

	Unrestricted Funds £	Restricted Funds £	30.09.23 Total Funds £	30.09.22 Total Funds £
Donations	2,000	-	2,000	-
Memberships	12,588	-	12,588	11,850
Conference	23,101	-	23,101	2,970
	<u>37,689</u>	<u>-</u>	<u>37,689</u>	<u>14,820</u>

### 3. Charitable Activities

	Unrestricted Funds £	Restricted Funds £	30.09.23 Total Funds £	30.09.22 Total Funds £
Conference Costs	7,431	-	7,431	2,893
	<u>7,431</u>	<u>-</u>	<u>7,431</u>	<u>2,893</u>

## UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING

(A company limited by guarantee)

### Notes to the financial statements For the Year Ended 30 September 2023

			30.09.23	30.09.22
	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	£	£	£	£
<b>3. Governance costs</b>				
Accountancy	960	-	960	-
Administration Costs	5,214	-	5,214	11,556
Communications & Marketing	3,300	-	3,300	7,800
Trustee Expenses	762	-	762	-
Website Costs	5,422	-	5,422	922
	<u>15,658</u>	<u>-</u>	<u>15,658</u>	<u>20,278</u>

			30.09.23	30.09.22
	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	£	£	£	£
<b>4. Creditors: Amounts Falling Due within One Year</b>				
Accruals	960	-	960	-
Deferred Income	2,000	-	2,000	-
	<u>2,960</u>	<u>-</u>	<u>2,960</u>	<u>-</u>

### 5. Trustee Expenses

During the year expense reimbursements were made to Dr M Mahoney trustee for travel and event costs to the amount of £762, which are deemed wholly and exclusively for the purposes of the charity.

**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

England & Wales - Charity number 1190891

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# Accounts

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UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING

(A company limited by guarantee)

Charity Registration Number 1190891

Company Number CEO23600

# Financial Statements for the year ending 30<sup>th</sup> September 2022

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## Status and Constitution

The Universities Association for Lifelong Learning is registered with the Charities Commission (CC) (No 1190891). Membership of the Association consists of universities and other Institutions of Higher Education established within the United Kingdom, individual members and some international memberships.

The Trustees of the Association are:

- Professor Jonathan Michie (Chair)
- Dr Mary Mahoney (Secretary)
- Professor Bonnie Slade (Treasurer)
- Professor Darryll Bravenboer
- Professor John Butcher
- Professor James Gazzard (pending)
- Dr Deborah Grange
- Professor Ruth Hewston
- Professor Uzo Iwobe
- Professor William Kitchen.

### Officers

Chair: Prof Jonathan Michie, University of Oxford  
Secretary: Dr Mary Mahoney, University of Wolverhampton  
Treasurer: Professor Bonnie Slade, University of Glasgow

### Treasurer's Report for 2021/22

Accounts run from 1<sup>st</sup> December 2021 to end September 2022 but include admin costs from 1 October 2021. This timeline aligns with the notification by the Cooperative bank that the new account was active and officers were able to gain access. Money was transferred from the old UALL bank account to the new UALL (CIO) account on 14<sup>th</sup> March 2022 (£44,747.96) although some membership payments continued to be deposited to the old account after that date. As a consequence, the old account has remained open and funds transfers enacted. Institutions continue to be notified of the bank account changes. The old account will be closed as soon as possible. The CC has been advised of this arrangement.

### Membership and subscriptions

Income from membership subscriptions in 21/22 remained steady at £11,850 (20/21 = £12,000). Membership rates have remained at £500 p.a.

<b>Member HEIs</b>	<b>15/16</b>	<b>16/17</b>	<b>17/18</b>	<b>18/19</b>	<b>19/20</b>	<b>20/21</b>	<b>21/22</b>
<b>England</b>	30	24	21	20	17	18	20
<b>Wales</b>	5	5	5	4	4	4	2
<b>Northern Ireland</b>	1	1	1	1	1	1	0
<b>Scotland</b>	8	7	0	1	1	0	1
<b>International</b>	4	5	3	1	1	1	2
<b>Individual</b>	-	-	-	-	-	-	1
<b>Total</b>	<b>48</b>	<b>42</b>	<b>30</b>	<b>27</b>	<b>24</b>	<b>24</b>	<b>26</b>

### Conference: University of Glasgow, 6-9 June 2022

The 2022 conference which is an important revenue source for the association was organised jointly with SCUTREA, with UALL and SCUTREA sharing conference surplus. UALL's share was £2,028.46 and is not included in the bank balance at 30 September 2022 as payment is pending from the host institution.

**UALL/SCUTREA Consolidated  
Conference Summary – Glasgow  
2022**

	<b>Income</b>	<b>Actual</b>	<b>Surplus</b>
<b>Description</b>	<b>Income</b>	<b>Cost / Spend</b>	<b>Surplus</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<i>Income:</i>			
Conference Income – UALL (Purchase orders)	3,085.00		
Conference income – Glasgow (Eventbrite)	15,805.00		
<i>Expenses:</i>			
Conference Venue (inc. janitor overtime)		£4,252.50	
Daily Catering Costs		£4,095.00	
Gala Dinner Venue/Catering		£3,300.00	
Eventbrite fees		£1,275.90	
Admin travel/accom costs (UALL only)		£1,087.88	
Programme		£840.00	
Entertainment		£600.00	
Incidentals		£57.95	
	<b>£18,890.00</b>	<b>£15,509.23</b>	<b>£3,380.77*</b>

Note: \*Surplus to be split (60/40) with UALL/SCUTREA. This split reflects the additional administrative work UALL provided, including having to register as a supplier with the University of Glasgow to be able to receive the surplus funds.

- UALL - £2,028.46
- SCUTREA £1,352.31

UALL Operating costs

Operating expenditure:

Staffing costs: consisting of the administrator and a marketing/comms officer, both part time. for the 12 month period of 1 October 2021 – 30 September 2022

- Administrator – Sandra Gee (one day per week): £11,555.57 (includes VAT for secondment from Kellogg College)\*
- Marketing & Comms – Verity Hilton (one day per week): £7,800.00 (no VAT)

*Note: \*this includes a transitional period from Dept for Continuing Education to Kellogg College from August – December 2021. Payment for July – Sept 2022 is pending and is not included in the bank balance at 30 September 2022.*

Maintenance of websites: In 2021-22 UALL paid for the maintenance and domain ownership of both its website and the former SEEC website. The 2022-23 Action Plan addresses the need for these costs to be reduced through the redevelopment of a single new UALL website.

Professor Bonnie Slade  
UALL Treasurer  
University of Glasgow

**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

**Statement of Income for the year ended 30<sup>th</sup> September 2022**

	2022 £	2021 £
<b>Turnover</b>		
Subscriptions	11,850.00	12,000.00
Conference surplus (see*)	<u>2,028.46</u>	
	13,878.46	
<b>Operating Expenditure (see Note 1)</b>	<u>(20,277.52)</u>	<u>(16,384.00)</u>
<b>Surplus/(Deficit) for the year</b>	<u>(-6,399.06)</u>	<u>(4,384.00)</u>

\* conference surplus – payment pending; administrator expenditure S Gee July – Sep 22 - payment pending. Both sums excluded from final balance end September 2022.

None of the trustees have been paid any remuneration or received any benefits

	2022 £	2021 £
<b>Current Assets</b>		
Debtor		
[pending: SG secondment; Uni of Glasgow conf payment]	5,548.27	
Cash at bank at 30 September 2022	44,639.79	49,413
	-----	-----
	50,188.06	49,413
	=====	=====

**Note 1: Operating Expenditure**

	Year to 30 Sept 22 £	Year to 30 <sup>th</sup> Nov 21 £
Secondment of Administrator	11,555.57	15,372.00
Communications and marketing	7,800.00	0.00
Maintenance of website	921.95	1,012.00
	-----	-----
	<u>20,277.52</u>	<u>16,384.00</u>

Cash in bank at 30 September 2022	£44,639.79
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**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

England & Wales - Charity number 1190891

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# Accounts

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UNIVERSITIES ASSOCIATION  
FOR  
LIFELONG LEARNING

Closing Accounts and Financial Statement

30<sup>th</sup> November 2021

Charity Number 288779R

## UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING

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## **Status and Constitution**

The Universities Association for Lifelong Learning is registered with the Charities Commissioners (No 288779R). Membership of the Association consists of Universities and other Institutions of Higher Education established within the United Kingdom. The Trustees of the Association are: Professor Bill Jones, Professor Geoff Layer, Professor Fergus McKay and Professor Mary Stuart.

The Association is administered by a Council which consists of representatives of its member institutions together with the appointed officers of the Association. Each member institution can elect two members to Council, only one of whom may vote.

The Universities Association for Lifelong Learning:

- promotes and represents the interests of continuing education and lifelong learning within higher education
- fosters and facilitates communication, collaboration, networking and the exchange of good practice
- acts as a forum for the discussion of issues within higher education as they affect continuing education
- works with policy makers and policy making bodies
- encourages high standards in all areas of continuing education and lifelong learning
- promotes and conducts research and assists with the dissemination and application of research findings.

In order to assist it to carry out its objects the Council, in accordance with the terms of the Association's Constitution, has appointed:

- an Executive Committee, consisting of the Officers of the Council together with up to 22 additional members elected by Council.
- a series of Networks and Sub-committees, to which funds may be allocated.

### Officers

Chair: Prof Jonathan Michie, University of Oxford  
Vice Chair: Dr Zbig Sobiesierski, University of Cardiff  
Secretary: Dr Mary Mahoney, University of Wolverhampton  
Treasurer: Dr Willy Kitchen, University of Sheffield

### Officers' Responsibilities

The law applicable to charities requires the officers to prepare financial statements in each financial year which give a true and fair view of the Association's financial activities during the year and of the financial position at the end of the year. In preparing financial statements giving a true and fair view, the Treasurer should follow best practice and:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any 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 Association will continue in operation.

The Officers are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the Association and which enable them to ascertain the financial position of the Association and which enable them to ensure that the financial statements comply with applicable regulations. They are also responsible for safeguarding the assets of the Association and hence for taking reasonable steps for the detection of fraud and other irregularities.

## **Treasurer's Report for 2020/21**

### Introduction

The Association's closing accounts have been prepared on an accrual basis whereby revenue and costs are recognised as they are earned and incurred respectively. The financial position as at 30<sup>th</sup> November 2021 shows total net assets of £44,748, representing a deficit of £4,384 for the final fourteen months of operation.

### Membership and subscriptions

Income from membership subscriptions in 20/21 remained steady at £12,000.

<b>Member HEIs</b>	<b>14/1</b>	<b>15/1</b>	<b>16/1</b>	<b>17/1</b>	<b>18/1</b>	<b>19/2</b>	<b>20/2</b>
	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>0</b>	<b>1</b>
<b>England</b>	33	30	24	21	20	17	18
<b>Wales</b>	6	5	5	5	4	4	4
<b>Northern Ireland</b>	1	1	1	1	1	1	1
<b>Scotland</b>	8	8	7	0	1	1	0
<b>International</b>	6	4	5	3	1	1	1
<b>Total</b>	<b>54</b>	<b>48</b>	<b>42</b>	<b>30</b>	<b>27</b>	<b>24</b>	<b>24</b>

As with the previous financial year, there was no income generated by conference or workshop activities in 20/21 due to the impact of the Covid pandemic.

### Expenditure

Operating expenditure has seen a further substantial reduction in 20/21, by a total of £11,586. With the resumption of activities including conference and workshop organisation, it is to be expected that administration fees for the new CIO will rise again beyond current levels in 21/22.

### Transfer of assets

Noting the decision taken at the Annual General Meeting on 3<sup>rd</sup> December 2020 to dissolve UALL and replace it with a new CIO, this AGM is invited, in line with clause 18 of UALL's Constitution, to approve transfer of £44,748, the balance remaining in UALL's bank account after satisfaction of all accrued debts, to the new UALL CIO constituted in August 2020, which has objects very similar to UALL itself.

**Dr Willy Kitchen**  
**Treasurer**  
 29<sup>th</sup> November 2021



**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

**Statement of Comprehensive Income for the period 1<sup>st</sup> October 2020 to  
30<sup>th</sup> November 2021**

	<i>2021</i>	<i>2020</i>
	<i>£</i>	<i>£</i>
<b>Turnover</b>		
Subscriptions	12,000 -----	11,650 ----- 11,650
<b>Operating Expenditure (Note 1)</b>	(16,384) -----	(27,970) -----
<b>Surplus/(Deficit) for the year</b>	(4,384) =====	(16,320) =====

These financial statements and closing accounts were approved by Council at the AGM on 6th December 2021

The accompanying notes form part of the financial statements

There are no transactions with related parties

None of the trustees have been paid any remuneration or received any benefits

**UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING**

**Statement of Financial Position  
At 30<sup>th</sup> November 2021**

	<i>£</i>	<i>2021</i>	<i>£</i>	<i>2020</i>
<b>Current Assets</b>				
Debtor			500	
Cash at bank	49,413		62,393	
	-----		=====	
	49,413		62,893	
	=====		=====	
<b>Current Liabilities</b>				
Accruals - falling due within one year	(4,665)		(13,761)	
	-----		-----	
	(4,665)		(13,761)	
	=====		=====	
Total Net Assets	44,748		49,132	
	=====		=====	
<b>Capital and Reserves</b>				
General funds (Note 2)	44,748		49,132	
	=====		=====	

## UNIVERSITIES ASSOCIATION FOR LIFELONG LEARNING

### Note 1: Operating Expenditure

<i>ended</i> <i>September</i>	<i>Year to</i> <i>30<sup>th</sup> November</i>  <i>2021</i>	<i>Year</i> <i>30<sup>th</sup></i>  <i>2020</i>
	<i>£</i>	<i>£</i>
Secondment of Administrator and expenses	15,372	21,382
Accountancy	-	650
Maintenance of website	1012	360
AGM costs	-	1,485
SEEC projects	-	3,333
Consultancy (policy advisor)	-	4,065
Bursary payments	-	160
Marketing	-	600
	-----	-----
	16,384	27,970
	=====	=====

### Note 2: General Funds

	<i>2021</i> <i>£</i>	<i>2020</i> <i>£</i>
Balance at start of year	49,132	65,542
Surplus/(Deficit) for the year	(4,384)	(16,320)
	-----	-----
Balance at end of year	44,748	49,132
	=====	=====

**These notes form part of the financial statements**