

**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**

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### **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**

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### **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>					
Total funds brought forward		41,120	-	41,120	49,471
<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

	Notes	Unrestricted Funds £	Restricted Funds £	30.09.23 Total Funds £	30.09.22 Total Funds £
<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**

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### **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

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

### 3. Charitable Activities

			30.09.23	30.09.22
	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	£	£	£	£
Conference Costs	7,431	-	7,431	2,893
	7,431	-	7,431	2,893

## 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.