



CHRN Trustees' Annual Report for the period April 2022 to March 2023.

Charities HR Network (CHRN)

Charity Number: 1193540

Registered Address:

First Floor, 10 Queen Street Place,

London. EC4R 1BE

Trustees during 2022/2023

The following trustees retained their role on the Board:

- Kerry Smith (Chair)
- Rhian Cooke
- Karen Hailes (Treasurer)
- Vicky Greig

The following trustees were appointed to the Board in 2022/23:

- Jane Gould

The following associate member remains seconded onto the Board in 2022/23:

- Fiona Evans

CEO and Co-ordinator details

Interim CEO - Peter Reeve

Co-ordinator – Lisa Lavender

Structure, Governance and Management

The CIO Foundation Constitution of the Charities HR Network details all structure, governance and management requirements.

Public benefit disclosures

The objects of the Charity are, for the public benefit, to advance the education in and to promote improved standards of human resources (HR) management in charities and not for profit organisations with the aim of increasing employee engagement and their effectiveness and efficiency, including but not limited to:

- Acting as a representative of charities and not for profit organisations in relation to improving the standards of HR in the sector

- Providing a network of communication, training services and support to facilitate the improvement of HR management standards in charities and not for profit organisations

Objectives and activities

In the promotion of improved standards of HR practices, CHRN offers the following support.

Events currently available to members include:

- General meetings (including an opportunity to network), addressed by an invited speaker or workshop led by members on key topics facing HR professionals in the sector.
- An annual conference, providing a range of sessions on new ideas, case studies and a keynote speaker.
- An annual employment law update
- Four meetings per year for each of our special interest groups.
- Ad hoc workshops/Q&A sessions on topics with a timely relevance to HR professionals in the sector.

Additional benefits:

- An opportunity to seek advice from within the diverse membership of organisations.
- Active support from our commercial partners
- We have arrangements to discounted services such as employment surveys and conferences, including the annual People Count survey from Agenda Consulting.
- A members-only area on the CHRN website for event booking, raising queries and further resources.

Achievements and performance

Membership of the network has continued to grow, with strong engagement in an increasing number of activities and events.

The Charities HR Network had 125 members at the close of the 2022/23 financial year, an increase of 34 from the 91 at the close of 2021/22.

In April 2022, CHRN signed a Memorandum of Understanding with CIPD, to provide specific development opportunities for associate members. From January 2023, the CIPD Learning Curriculum was introduced, providing heavily discounted access for member organisations to 5 key areas of HR learning:

- Business Partner Programme
- Employee Wellbeing
- Organisational Design
- Managing Remote Teams
- Data & Analytics for People Professionals

In September 2022, the report 'Developing Practice and Policy in Future Working Patterns' was published, following a members' survey run in conjunction with Agenda Consulting.

Commercial partnerships continued to grow, with Talex providing financial sponsorship in addition to Bates Wells (headline sponsor), Agenda Consulting, Connor and TPP Recruitment.

The following events took place in 2022/23, with dates and attendance figures included:

5 May 2022: L&D group meeting – 17 attended

12 May: Recruitment Group meeting - 15

24 May: Members meeting – 17

26 May: DEI Group meeting – 17

22 June: Reward Group meeting – 23

6 September: DEI Group meeting – 16

8 September: Recruitment Group meeting – 15

14 September: L&D Group meeting – 19

20 September: Annual Conference ‘The Future World of Work’ – 82 (across 5 sessions)

27 September: Reward Group meeting – 20

22 November: Members meeting – 27

30 November: Cost of Living Q&A (Bates Wells) – 15

1 December: DEI Group meeting – 20

8 December: L&D Group meeting – 19

12 December: Recruitment Group meeting – 21

25 January 2023: Employment Law Update – 40

9 February: L&D Group meeting – 21

22 February: DEI Group meeting – 32

1 March: Reward Group meeting – 21

7 March: Bates Wells Skills Session (Grievance & Disciplinaries) – 51

8 March: Recruitment Group meeting – 25

22 March: Members meeting - 34

Financial Review

A 10% increase in membership was approved for the year beginning 1st April 2022.

The formal income and expenditure accounts for the year 2022/23 are currently being reviewed by an independent examiner, Fiona Kindness. See Account Summary below, in advance of the anticipated signed balance sheet.

Key risks and uncertainties disclosures

CHRN’s risk exposure is very low as no staff are employed, services provided are not subject to IR35 regulations and a full financial audit is not required for our level of income/expenditure. The main financial risk would relate to unexpected falling membership or corporate sponsorship contributions.

Plans for future periods

A full programme of members meetings, special interest groups, ad hoc meetings and annual conference are planned for 2023/24, which meetings anticipated to remain online, with the exception of the conference.

Reserves

A risk management policy is currently being developed and a measure of risk tolerance was agreed in April 2022, to be reviewed annually. The agreed level of reserves was set at a minimum of 3 months expenditure (infrastructure, CEO and Co-ordinator costs) in the eventuality of closing the network, up to 6 months, at which point the Finance Committee would scrutinise the networks financial position.

Material items

The only material item owned by CHRN is a laptop used by the Co-ordinator. This is 3 years old, depreciating in value and now out of extended warranty.

2022-23 Statement of Financial Activities – for review and filing of annual accounts with the Charity Commission

Income and Expenditure for 2022/23	Income	Expenditure
opening balance	£13,352.01	
fee income	£20,411.00	
fee income adjustment from old account	£4,186.00	
corporate associates	£4,937.50	
trustee insurance + renewal		£1,175.10
website hosting		£288.00
DELL laptop warranty		£73.20
Office 365 and zoom		£201.35
Membership of CFG		£84.00
Coordinator - Lisa		£12,884.64
Co-ordinator CFG training		£75.00
CEO		£10,216.67
CEO/coordinator travel expenses based on £125 each per meeting for 4 meetings per year		£437.80
Bates Wells - registered address		£600.00
events - speakers, venue, catering		£553.98
TOTAL income/expenditure, including £16,025.51 transferred from old account Aug 2022.	£29,534.50	£26,589.74
closing balance		£16,296.77

Chair of Trustees: Kerry Smith**Signature:**

Date: 07/11/2023



2022-23 Statement of Financial Activities – for external review and filing of annual accounts with the Charity Commission

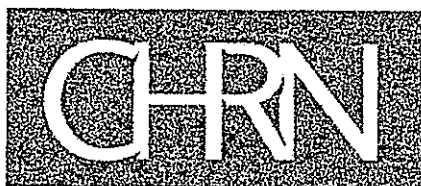
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Signature:

A handwritten signature in black ink, appearing to read 'K Smith', is written over a horizontal line.

Date: 07/11/2023



Statement of Financial Activities

Income and Expenditure for year ended 31st March 2023

Income	£
Associate Membership fees	24597.00
Corporate associates	4937.50
Total Income	29534.50
Expenditure	
Trustee insurance	1175.10
Website hosting	288.00
DELL laptop warranty	73.20
Office 365 and zoom licenses	201.35
Membership of Charity Finance Group	84.00
Co-ordinator fees	12884.64
Co-ordinator training (CFG)	75.00
Interim CEO fees	10216.67
Travel expenses	437.80
Event expenses	553.98
Bates Wells – registered address	600.00
Total expenditure	26589.74
Income over expenditure for year	2944.76
Balance brought forward from 2021-22	13352.01
Total funds carried forward to 2023-24	16296.77

Co-ordinator: Lisa Lavender

Treasurer: Jane Gould

Independent examiner: William Lewis AM

Signature:

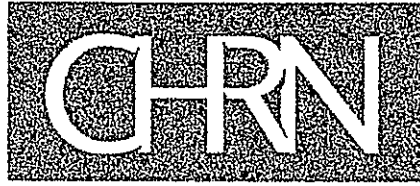
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Chair of Trustees: Kerry Smith

Date: 31-1-2024

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31/1/2024

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Notes for independent examiner

The corporate associate contributions from Bates Wells and TPP Recruitment have been paid by calendar year, which does not align with our financial year, starting on 1st April. The figure of £4,937.50 includes an adjustment of £1,512.50 for their contributions paid for 2023.

From 2023/4 the corporate associate contributions will align with our financial year. The corporate association contributions from Connor Consulting and Agenda Consulting were however received early, in March: £2,000.00 has been adjusted and not included in the £4,937.50 total for 2022/23.

A new bank account was set up for CHRN when it became a CIO in January 2022, ready for the new financial year for the charity and membership renewal fees expected from 1st April 2022.

The old account was closed in July 2022, with a closing balance of £16,025.51 transferred into the new account. This included £4,186.00 of membership renewal fees for 2022/23 paid into the old account (incorrectly) by members. In addition, some members paid renewal fees early (during March 2022), leading to an adjustment of £4,201.00 as part of the £24,597.00 membership fee income for 2022/23.

At the end of the year, some members also paid membership fees for 2023/4 early into the new CHRN account in March. This amounts to an adjustment of £6,713 not included in the membership fees for 2022/23, but will be included in 2023/24.

Steps are being taken to avoid early payments and adjustments in 2024.

The payment made to NCVO on 5th April 2023 was for an event which took place in March and forms an adjustment of £361.18 included in the event expenses of £553.98.