

BIRMINGHAM HEALTH SAFETY AND ENVIRONMENT ASSOCIATION

England & Wales · Charity number 255523

Details

Other names	BIRMINGHAM AND DISTRICT INDUSTRIAL SAFETY GROUP LIMITED, BIRMINGHAM HEALTH AND SAFETY ASSOCIATION LIMITED, B H S E A
Status	Registered
Legal form	Charitable company
Company number	00925718
Registered	1968-06-04
Register	View on the Charity Commission register

Contact

Address BHSEA (Nicklin LLP)
Church Court
Stourbridge Road
Halesowen
West Midlands
B63 3TT

Phone 07881290238

Email secretary@bhsea.org.uk

Website www.bhsea.org.uk

Activities

Objects: THE ASSOCIATION'S OBJECTIVE IS TO PROMOTE THE HEALTH, SAFETY, WELFARE AND WELLBEING OF WORKING PEOPLE AND THE ORGANISATIONS THEY WORK FOR BY FACILITATING NETWORKING, SHARING, LEARNING, THE ADOPTION OF GOOD PRACTICE AND CONTINUOUS IMPROVEMENT. THIS EXTENDS TO AN ORGANISATION'S PHYSICAL ASSETS, THE ENVIRONMENT, AND THE COMMUNITY WHICH IT SERVES OR IN WHICH IT OPERATES WITH A FOCUS ON BIRMINGHAM AND SURROUNDING AREAS.

Activities: Our main purpose is to help employers reduce accidents in the work place by promoting standards of health and safety in the workplace. BHSEA provides a health and safety advisory and support service to it's Members and opportunities for networking and learning. Our focus is on smaller and medium size organisations.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Environment/conservation/heritage
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** UNITED KINGDON AND ELSEWHERE
- Birmingham City
- Coventry City
- Dudley
- Sandwell
- Shropshire
- Solihull
- Staffordshire
- Walsall
- Warwickshire
- Wolverhampton

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£67,151	£55,172	-	-
2024-12-31	£69,173	£57,764	-	-
2023-12-31	£48,268	£48,192	-	-
2022-12-31	£44,900	£38,428	-	-
2021-12-31	£53,614	£39,745	-	-

Trustees

Name	Role	Appointed
ANDREW JOHN MARK ROLINSON		2018-01-01
Clark Richardson-Hunter		2023-04-03
DALVINDER MASAUN		2017-01-01
Elizabeth Anne Prophett		2022-04-18
Linda Ley		2023-02-08
Lisa Rollinson		2023-04-08
Marisa Firkins		2023-04-03

BIRMINGHAM HEALTH SAFETY AND ENVIRONMENT ASSOCIATION

England & Wales - Charity number 255523

Accounts

Annual Report & Accounts 2025

Financial Period: 1 January 2025 – 31 December 2025




Registered Company No. 00925718 (England and Wales)
Registered Charity No. 255523

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Independent Examiners Report 

Unaudited Financial Statements 

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Report and thoughts from the Chair

As Chair of BHSEA, I am pleased to introduce this Annual Report and reflect on a year of consolidation, strong delivery and—crucially—sound stewardship. BHSEA exists to promote and enhance health, safety, welfare and environmental good practice, and to provide a trusted forum for learning, collaboration and professional development. This year we have continued to strengthen our governance, enhance member value and broaden our reach, while remaining true to our charitable purposes.

I started my role as Chair in November of 2025, succeeding Wayne Bishop, who stepped down at this year's AGM after two years in the role. With over 16 years' experience as a health and safety professional, it was an honour to be appointed Chair of BHSEA, the first woman Chair of BHSEA in its history and I very much look forward to working with members to strengthen our community, share knowledge, and support the next generation of safety professionals.

Throughout 2025 we continued to strengthen member value by delivering 10 successful monthly events, with the September Event, an all-day conference addressing health and safety back to basics, with Keynote Speaker Jason Ankers. In June we welcomed another Health and Safety Hero, Tim Marsh, to headline our WWT Construction Event on Behavioral Safety, attended by over 70 Members and guests.

The Training sub-committee launched the Mentor/Mentee Scheme and continued its efforts to attract Student Members at the start of their health and safety career, as well as running four free training sessions. These efforts were recognised when BHSEA was invited to attend the prestigious 2025 SGUK Awards where the Committee was awarded a Gold Excellence Award for all its efforts.

A central theme in this year's report is BHSEA's financial resilience. We hold significant reserves and a strong investment base. This has been achieved through disciplined financial management over a long period, careful oversight by Trustees, and ongoing engagement with professional investment advisers. Our reserves help us remain stable and independent and enable strategic planning rather than short-term decision-making.

Report and thoughts from the Chair

Importantly, we have aligned our approach explicitly with Charity Commission guidance on reserves (CC19) and with good practice expectations in charity reporting. Under this approach, Trustees do not treat ‘reserves’ as simply the year-end bank balance or total unrestricted funds. Instead, we focus on the element of unrestricted funds that is genuinely ‘free’ and available to spend on any of the charity’s purposes

However, good governance also demands we avoid holding excessive reserves without a clear rationale. Reserves are not an end in themselves: they are a means to deliver impact, maintain resilience and seize opportunities in the interests of beneficiaries and stakeholders. Trustees therefore review reserves actively, ensuring the level held is justified, transparent and linked to BHSEA’s strategic plan.

How we plan to use our reserves

Over the coming period, Trustees intend to deploy reserves in a controlled, purposeful way—consistent with our reserves policy and our duty to manage resources responsibly. We will do this through clear planning, agreed budgets and documented approvals. Our priorities include:

1. Maintaining and enhancing our programme of events and learning

We will continue to fund high-quality monthly meetings and specialist events that provide accessible learning and networking. Where appropriate, reserves will be used to underwrite venue commitments, speaker costs and delivery expenses, protecting continuity of provision and maintaining value for members.

2. Investing in free and subsidised training and professional development

Building on the success of our training offer, we will use reserves to sustain and expand free or subsidised learning opportunities that support competence, confidence and progression in the profession—particularly for early-career practitioners.

3. Strengthening member benefits and engagement

We will invest in initiatives that improve the ‘member experience’, including development of our mentoring and support schemes, continued enhancement of our digital presence and resources, and targeted communications that widen reach and encourage participation.

Report and thoughts from the Chair

4. Funding strategic capability and governance improvements

Reserves will support projects that strengthen BHSEA's operational capability and governance infrastructure, including appropriate systems and processes that improve efficiency, support compliance and increase transparency. We will also ensure our investment approach remains subject to regular review and appropriate professional advice.

5. Supporting charitable impact in the wider community

BHSEA's charitable purpose extends beyond member services. We will explore opportunities to use reserves to support outreach, collaboration and initiatives that advance health, safety and environmental standards across the West Midlands and beyond, ensuring any new activity is carefully governed, aligned to purpose and evaluated for impact.

6. Membership Growth

We will continue to expand our marketing activity to grow membership numbers inline with our strategic objectives and charitable purpose.

Oversight and transparency

In line with Charity Commission expectations, Trustees will keep our reserves policy under regular review. We will report transparently on the level of reserves held, the rationale for that level, and our progress in deploying funds in support of charitable objectives. This includes ongoing consideration of risk, commitments, and the balance between resilience and impact.

None of this would be possible without the commitment of our Trustees, Management Team, sub-committees, volunteers, speakers and members. I would like to thank everyone who has contributed time, expertise and energy to BHSEA this year, with a special thanks to Wayne Bishop, the outgoing Chair for his two-year tenure. With strong foundations, a clear reserves policy and a shared commitment to our charitable mission, BHSEA is well placed to continue delivering meaningful value and positive impact.

I look forward to the year ahead and to seeing our resources—financial and human—used wisely to strengthen our community, raise standards and support those working to protect people at work.

BHSEA Chair March 2026

Association Objective

To promote the health, safety, welfare and wellbeing of working people and the organisations they work for by facilitating networking, sharing, learning, the adoption of good practice and continuous improvement.

This extends to an organisation's physical assets, the environment, and the community which it serves or in which it operates with a focus on Birmingham and surrounding areas.

‘Welfare’ means facilities and provisions that are necessary for the comfort, convenience and wellbeing of working people such as washing, toilet, rest and changing facilities and somewhere clean to eat and drink during breaks.

‘Wellbeing’ means a good or satisfactory condition of existence or state characterised by health, happiness and prosperity determined primarily by work and which can be influenced by workplace interventions.

Summary of activities and achievements

- ▶ Varied programme of ten monthly events all of which were in-person, one of which was also combined with our annual conference, and one WWT/SHAD on the topic of Behavioural Safety and Cultural Change. We also ran four Free Training Courses. Coaching and Mentoring, COSHH, Risk Assessment Part 2 and Mental Health and Well-being Workshop.
- ▶ Continued invitation to BHSEA events to all groups affiliated to Safety Groups UK.
- ▶ Attendance at events is back to pre-covid levels.
- ▶ Successful well attended Construction ‘Working Well Together’ (WWT) events held in June at the new venue at Walsall FC, the Locker Room.
- ▶ Continued strong support from Members at WWT events, including, Equans, Canal and River Trust
- ▶ Significant contribution from Council and other members to ‘Members Corner’ slots.
- ▶ Successful increase of Membership Fees since pre-Covid times.
- ▶ New Support of Marketing Communications Company Zen to increase Social media presence.
- ▶ Continued sound finances with investment income remaining stable despite lowering the yield target to 3%. The surplus income has increased, mainly because of a bigger gain on investments, sitting alongside £64,389 of market value uplift which together make up the £76,196 total gain on investments this year.

Only achieved by the continuing voluntary effort by Trustees, Management and Council with support from others including Secretary Sarah Kenny.

Organisation Information 2025

Registered office	Church Court, Stourbridge Road, Halesowen, West Midlands, B63 3TT
Registration	Company No. 00925718. Incorporation date: 11 January 1968 Charity Commission Registration No. 255523.
Governing documents	Memorandum of Association (As revised at AGM - 8 January 2001); Articles of Association (As revised at AGM – 8 April 2024)
President	Rosi Edwards - appointed February 2016
Trustees	Mr Wayne Bishop (resigned April 2025), Mrs Lisa Rollinson, Mrs Marisa Firkins, Mr Clark Hunter, Mrs L Ley; Ms L Prophett; Mr A Rolinson; Mr D Masaun - Vice President
Chair	Mr Wayne Bishop (resigned April 2025), and Mrs Marisa Firkins appointed Nov 2025
Secretary	Mrs Sarah Kenny
Independent Examiner	Mr M Howell, DJH Halesowen Limited, West Midlands, B63 3TT
Bank	Lloyds
Stockbrokers / Investment Manager(s)	Charity Property Fund (Savills) Brewin Dolphin

Organisation Structure 2025

President	Rosi Edwards	<i>Non-Executive Director, Shrewsbury and Telford Hospitals NHS Trust; Former Regional Director, HSE Wales, Midlands and South West Region</i>
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Trustees / Honorary Officers (directing)

Chair – Marisa Firkins
Vice Chair – Lisa Rollinson
Clark Hunter- Construction Chair
Vice President– Dalvinder Masaun
Trustees – Linda Ley and Liz Prophett/Andy Rolinson

Management Committee (managing) – Trustees plus ↓

Ken Davies
Louise Mansfield

Council (advising) – Management Comm. plus ↓

Jolie Taylor
Mike Morton
Greg Ward
Paul Singh
Mike Wright
Isaac Adu
Peter Bowers
Daljit Sharma
Emma Woodhouse – Co-opt

Secretary: Sarah Kenny

Summary of 2025 Events

Type of event	Number of Events	Total Attendance
Monthly Events	9	414
Construction / WWT-SHAD Events	1	73
Annual Conference	1	73
Training Sessions	4	85



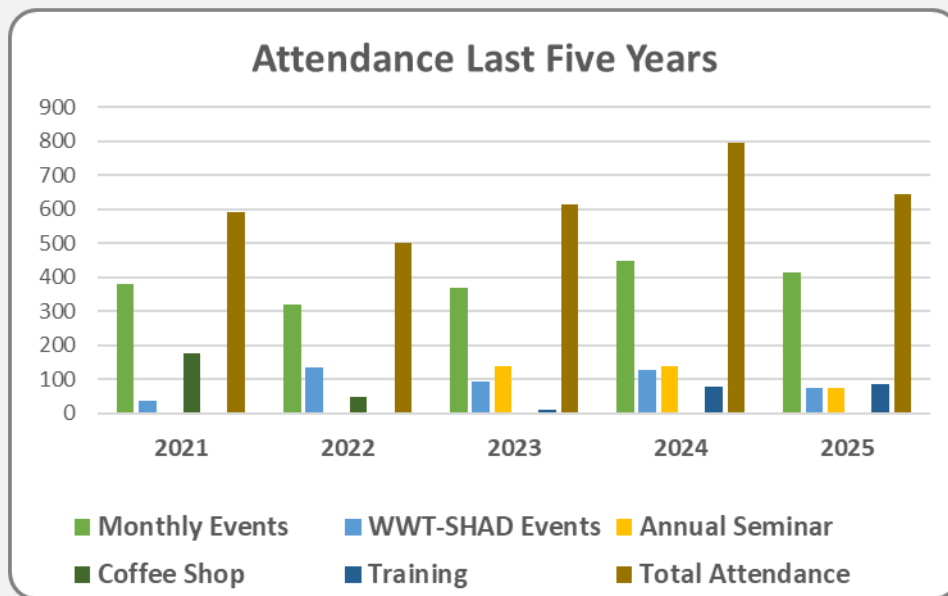
BHSEA Partner – Driving for Better Business



BHSEA Event at ARCO Training Centre

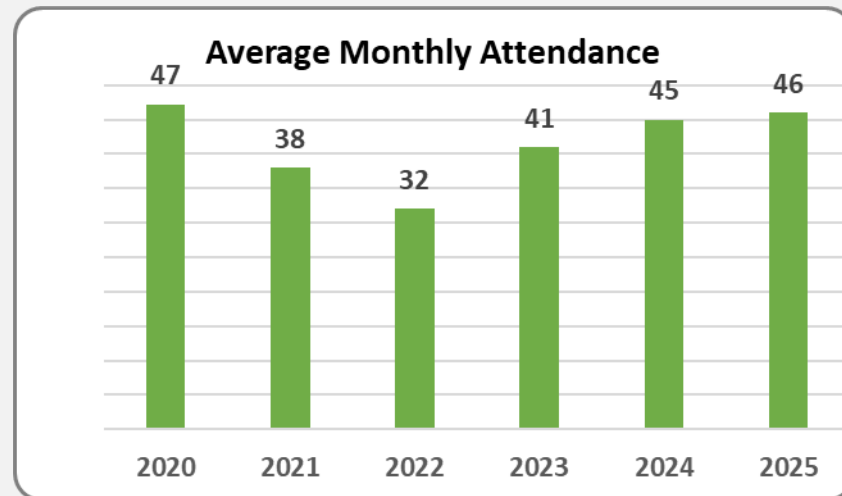
Note:

- Average attendance at monthly events of 46, back up to pre-Covid levels, and overall attendances the highest for five years.
- Attendances at WWT-SHAD continuing to increase.
- Attendance at free training sessions up 8% on 2024
- Well-attended Annual Conference – Health and Safety Back to Basics






Monthly Events 2025 and Attendances

Jan	Can't recruit and/or retain – change your offering	34
Feb	Environment - Ecology	39
Mar	Construction Matters – Work at Height and Confined Spaces – ARCO Training Centre	28
Apr	AGM and Hand Protection	33
May	Fire Safety	38
Jun	Legal Update and Case studies from a prosecution perspective	52
Sep	Annual Conference – H&S Back to Basics	73
Oct	Construction Matters – H&S and Technology	40
Nov	Health – Noise and Face-Fit	40
Dec	Integrating H&S into every training moment and 2025 BHSEA Awards	43



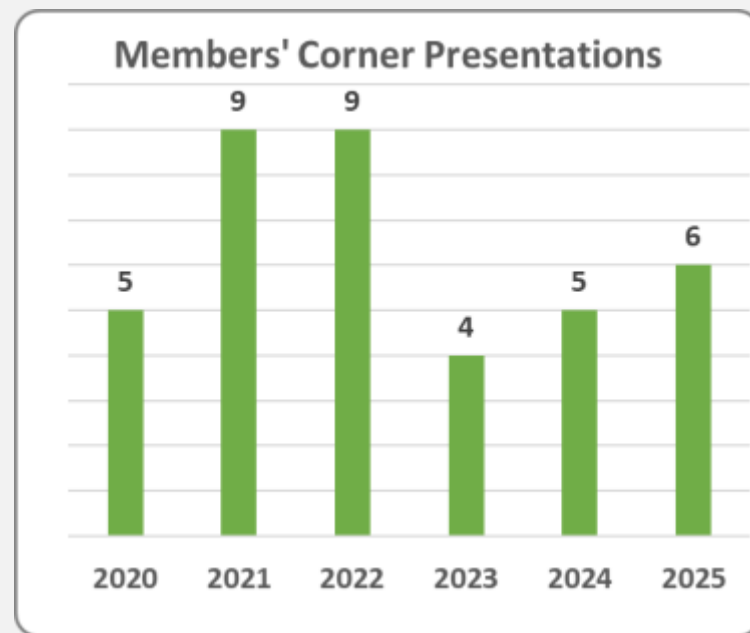
Note:

-  The 2020 attendance figures were all online via zoom.
-  The 2021 attendance figures were a mix of in-person and zoom.
-  Overall average attendance reaching pre-covid levels

Members' Corner 2025

short (10 -15 mins) practical presentations - by members for members

Jan	Imposter Syndrome <i>Laura Aucott – HSE Recruitment</i>
Feb	Incineration Solutions – <i>Addfield Environmental</i>
Apr	Award Winning App – <i>QSP</i>
May	Lessons Learnt – <i>Lisa Rollinson</i>
June	Neurodiversity – <i>Interclass</i>
Oct	CITB Update – <i>Jenny Samuels</i>



Laura Aucott – Imposter Syndrome and former Chair
Wayne Bishop

Examples of Monthly Events and Newsletters Content

Members updates

New Members

- 2 Risk Assessments and Fire Consultants
- 2 Bristol Securi Ltd
- 2 Housing 21 – St Albans Member
- 2 John Demarco-Bond
- 2 Special thanks to Member Erica Woodhouse who referred both Ismaia and Benard.

Croner-i

Croner June Webinar

Unlocking ISO 14001: A Guide to Sustainable Practices

Wednesday, June 25, 1:00pm

Register Now

New BHSEA Partnership

BHSEA are delighted to announce a new partnership with Driving for Better Business. This partnership will bring a wealth of guidance to BHSEA members in an area previously underrepresented, helping to reduce road-related road risk. See our page for more information.

Networking Society

Check out the latest email regarding the new Monitoring Scheme. Please consider putting yourself forward as a Mentor or Mentee.

Member Benefits

Members Corner

Neurodiversity – How does your brain process information?

Nicola Piggott and Sarah Barnes - Interclass

PRESENTATION

Interclass

BHSEA SHARING LEARNING IMPROVING

Presentation Notes / Slides

HSE Safety Alert

Excavators: Use of safety control lever or isolation devices

HSE has published a safety notice aimed at excavator operators, slingers and anyone working near them. There is a risk that people can be struck by the excavator or a load if the operator does not use the safety control lever or isolation devices correctly. If there are people in the operational arc of an excavator or similar mobile plant, the safety control lever should be applied, or other methods used, to isolate the machine, while it is at rest (locking over).

Research shows unintended movements of plant occur, but use of a safety control lever or isolation device can prevent this. Dutyholders must, as far as reasonably practicable, ensure the safety of people in the working arc of slewing plant and any load, with proper planning, management and monitoring of work activities. You can find more detailed information in our safety notice:

[Excavators: Use of the safety control lever or isolation devices](#)

BHSEA Health and Safety Executive SHARING LEARNING IMPROVING

HSE Safety Information

FREE Training Session

Risk Assessment Part 2

9th June 2025 | 09.30 – 12.30

1888 Suite, Walsall FC

Pat McLoughlin
British Safety Services

Free Training Session

BSI has brought a British Safety Services Risk Assessment course.

BHSEA SHARING LEARNING IMPROVING

Free Member Training

Driving for Better Business

Mental Health and Wellbeing

The DBB monthly Best Focus for drivers reassures and empowers drivers deeper into some of the key road safety topics to improve your understanding, with key resources for you to share with your drivers.

This month they are talking about **driver mental health and wellbeing**.

It's fundamental that as an organisation, and as a manager or coach, you are aware of your drivers' mental health and wellbeing, as well as their physical health - because **mental health problems can affect driving performance**.

Stress, anxiety, depression and other mental health issues can affect a driver's driving style, judgement and reaction times.

So, how confident are you that your drivers are in good mental health and fit to work and to drive?

What's in this month's resource pack?

Download resources to share with your drivers including:

1. an article to share with your drivers on mental health and wellbeing
2. short safety messages to send to your drivers on their devices
3. posters for your staff noticeboards
4. information sheets from our Van Driver Toolkit and Car Driver Too

Download the posters and information packs here.

BHSEA SHARING LEARNING IMPROVING

BHSEA Partners

BHSEA

Emergenc Health, Safety & Environment Association

2025 MEMBER AWARDS

MEMBERSHIP SPOTLIGHT AWARD WINNER

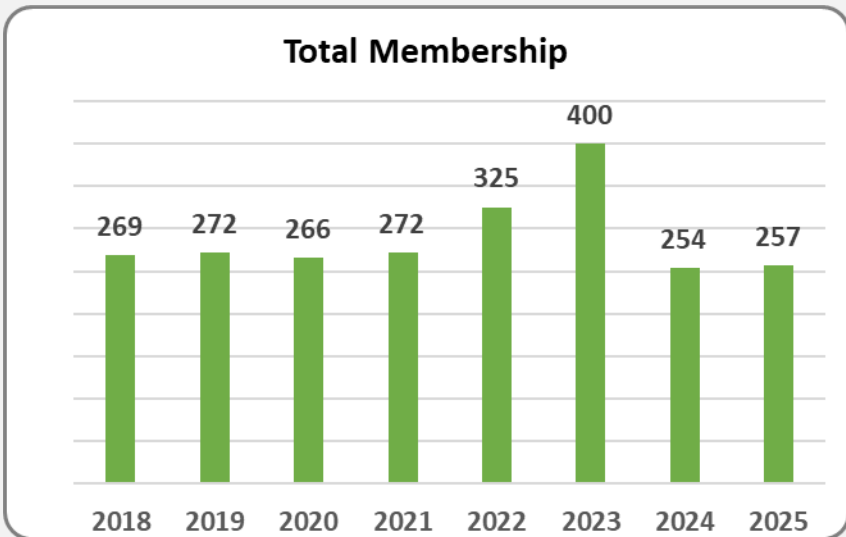
Emma Woodhouse

CONGRATULATIONS

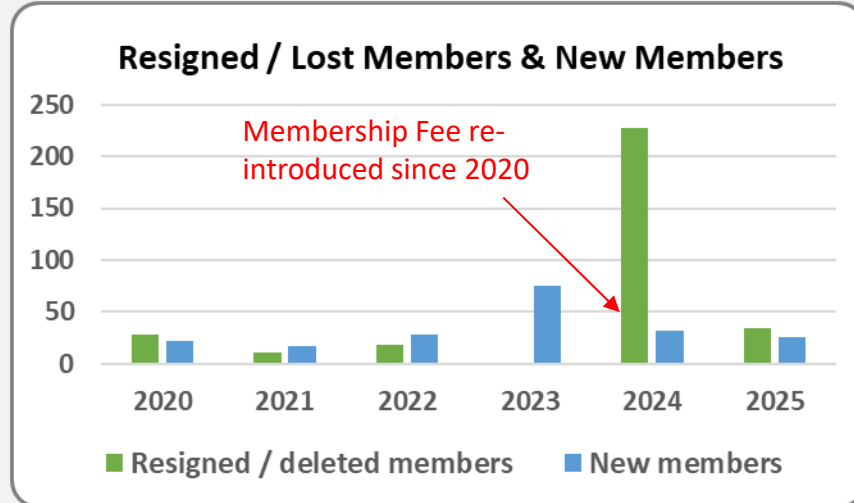
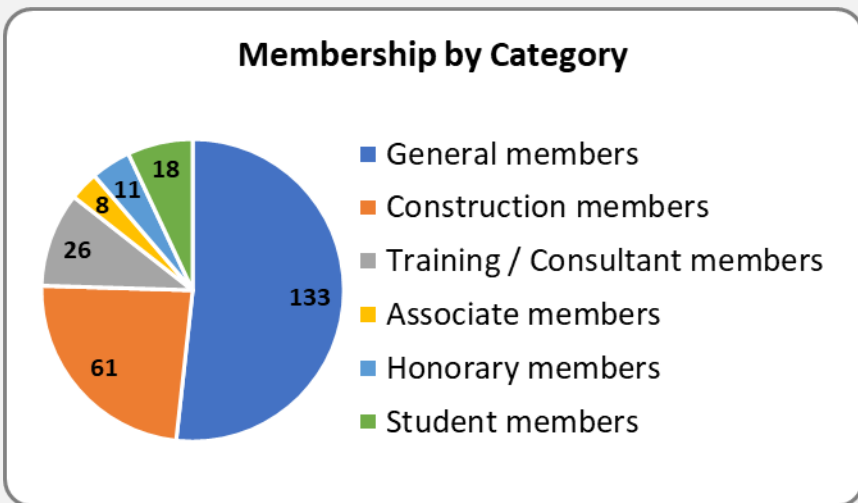
BHSEA SHARING LEARNING IMPROVING

BHSEA 2025 Awards

Membership - at year end (31 December)



Members attending a WWT event



2025 Members' Feedback

“Thank you, great value for money”
(SG– Sept 2025)

“Very informative presentations and plenty of engagement”
(WR – May 2025)

“Enjoyed the group sessions, allowed the chance to voice my concern, show my experience and listen to others. The session was very helpful. I will take away a lot from today's event.” (FZ – Nov 2025)

“Very informative, good for someone like me who is training as all the information wasn't overwhelming and understandably explained” (NC – Apr 2025)

“Excellent - Very informative and thought provoking, definitely will be applying some of the tools explained”
(ND – Feb 2025)

“I would like to say how welcoming the group is, the people are genuinely lovely, and the topics are always interesting and beneficial. BHSEA events feel like the best day of the month!” (Anon – Dec 2025)

Key Contacts and Supporters

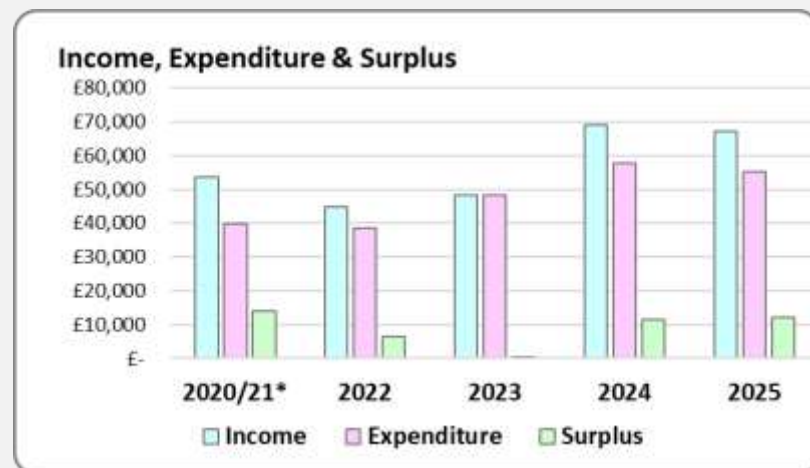
SUPPORTERS & KEY CONTACTS

	Safety Groups UK	
	The Health and Safety Executive	
	Birmingham City Council	
	Construction Industry Training Board	
	Make UK (formerly EEF)	
	Royal Society for Prevention of Accidents	
	Equans	
	Construction 'Working Well Together' (WWT)	
	Bevan Brittan	
	Federation of Master Builders	
	British Safety Industry Federation	
	Safety Forward	
	City of Wolverhampton College	

Income & Expenditure Summary 2025

Income & Expenditure - from 'independently examined' Accounts					
Income and Expenditure	2020/21*	2022	2023	2024	2025
Income from Investments					
Dividends received	£53,614	£44,900	£ 48,268	£ 56,088	£ 55,070
Income from Charitable activities					
Subscriptions	-	-	-	£ 8,389	£ 11,485
Donations	-	-	-	-	-
Training and conferences	-	-	-	£ 4,696	£ 596
Total income	£53,614	£44,900	£ 48,268	£ 69,173	£ 67,151
Expenditure - Management Fees					
Portfolio management	£ 8,175	£ 6,597	£ 5,953	£ 7,065	£ 6,870
Expenditure - Charitable Activities					
Secretary's fees	£19,613	£15,593	£ 14,527	£ 15,316	£ 14,611
Admin assistant fees	-	-	-	-	-
Operating expenses	£ 8,255	£10,528	£ 17,299	£ 29,580	£ 25,165
Marketing Consultancy	-	£ 2,350	£ 5,877	£ 1,463	£ 4,000
Printing & stationery	£ 306	£ 233	£ 215	£ 95	£ 283
Other expenditure	£ 836	£ 352	£ 971	£ 515	£ 443
Expenditure - Governance:					
Accountancy	£ 410	£ 225	£ 600	£ 680	£ 700
Independent examination	£ 2,150	£ 2,550	£ 2,750	£ 3,050	£ 3,100
Total expenditure	£39,745	£38,428	£ 48,192	£ 57,764	£ 55,172
Surplus (Income - Expenditure)	£13,869	£ 6,472	£ 76	£ 11,409	£ 11,979

* 2020/21 – 15-month period



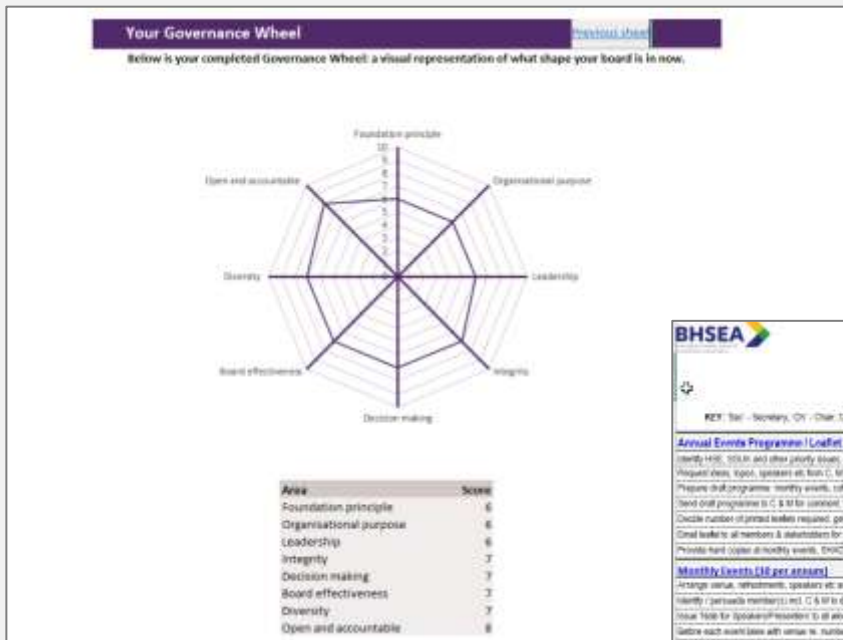
- Stable investment income
- Membership fee increase in 2025
- Income from Croner Referrals
- Increased Expenditure on Marketing (Zen Communications)
- Cash in the bank £152k.
- Financial position enables future increase in BHSEA services, initiatives and reach in furtherance of its charitable aims.
- Operating Expenses down as benefited from two months of complimentary venue charge

Governance and Management (1)

- Articles of Association guide the way the Association is run and managed, and the Association continues to operate taking due account of Charities Commission rules, regulations and guidelines including those related to public benefit.
- Appropriate information, guidance and NCVO training is provided to new and existing Trustees, Management Committee and Council members.
- Recruitment and appointment of Honorary Officers / trustees (and others) is via nominations and member's votes at AGMs (details in the Articles).
- The NCVO Governance Wheel provides a framework for excellence, continuous improvement and good governance and the BHSEA 'Event / Activity Calendar' helps ensure that all needs and requirements are identified and dealt with in a timely manner.
- Management attention is routinely given to risk issues including finance/investments, organisational arrangements & succession planning, membership numbers, communication technology/developments and value and public benefit from Association activities.
- Reserves policy (see Appendix) is to have circa £35k in the bank to cover operating expenses etc. However, at financial year end, reserves of £152k were held to fund other initiatives in pursuit of the Association objectives, i.e. Maintaining and enhancing our programme of events and learning, investing in free and subsidised training and professional development and funding strategic capability and governance improvements.

Copies of documents and further details on BHSEA Website

Governance and Management (2)



← **‘Strategic Planning & Monitoring’ tool**
 - used to review the activities, performance and effectiveness of the Association and identify improvement opportunities, aims, objectives & priorities

Item / Action	Timing in weeks and day of the event	Who by S = Secretariat C = Chair (Support from other brackets)	Notes and key to 'Who by' CC - BHSEA Construction Committee / WWT Group L/D - Lead person and deputy lead person (as agreed by CC)
Establish / confirm theme of the event	D - 12	CC / WWT Group	Identify theme to be published in annual programme (copy to HSE lead person)
Establish lead person (L) and lead deputy (LD) for SHAD	D - 12	CC / WWT Group	
Book / confirm venue	D - 12	BHSEA Secretary	
Prepare online programme - confirm key topics and contact presenters	D - 10	L/D (BHSEA Sec)	Secretariat support from BHSEA Sec as may be required / requested
Identify 'chair' for the event itself	D - 10	CC / WWT Group	Chair generally either Construction section chair, L or LD
Produce flyer - electronic form only (tools to send / forward on & check)	D - 10	BHSEA Secretary	Redrafted finalised with established WWT branding and silhouette
Send flyer to WWT partners and CC members for onward distribution	D - 8	BHSEA Secretary	CC members to circulate to their suppliers and contractors
Advertise event on WWT and HSE website	D - 8	HSE	
Take bookings		HSE	
Ensure presenters still on board and aware of brief	D - 4	L/D	L/D expected to maintain on active involvement throughout
Remind WWT partners to send flyer to all contacts etc.	D - 4	BHSEA Secretary	
Remind WWT partners to send flyer to all contacts etc.	D - 2	BHSEA Secretary	

‘Activity Calendar’
 - a tool to ensure actions are taken in a planned and timely manner. Linked guidance notes, tools & techniques indicate why, how, who etc.

⇒ **Guidance / Procedure**
 - example

Future Actions / Improvement Opportunities

- Investing in free and subsidised training and professional development
- Expand the Mentoring Programme and develop Works Experience for early career Members
- Further development and use of social media including LinkedIn and use of video.
- Developing website – Membership Pages and Video Testimonials
- Increase the variety and different delivery methods of events, for example face-to-face, webinars and discussion forums.
- Seeking further ways of promoting health and safety / BHSEA membership across the West Midlands Region and more diverse communities.
- Extending free first year membership offer more widely to students at local Colleges and Universities.
- Further development, expansion and simplification of policies, procedures and guidance.
- Committee Team Building and Strategy Away Days.
- Hold Membership fees for 2026

Trustees report approved

This report including financial statements were approved by the Board of Trustees via email:

-  Trustee – Dalvinder Masaun
 -  Trustee - Andy Rolinson
 -  Trustee – Linda Ley
 -  Trustee – Lisa Rollinson
 -  Trustee – Clark Hunter
 -  Trustee – Marisa Firkins
- and signed on behalf of the Board by:
-  Trustee – Elizabeth Prophet

Sig:  Date: 17th March 2026

Birmingham Health, Safety and Environment Association

Independent examiner's report

To the trustees of Birmingham Health, Safety and Environment Association

I report to the trustees on my examination of the financial statements of Birmingham Health, Safety and Environment Association (the charity) for the year ended 31 December 2025.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

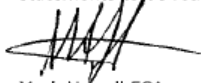
Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



Mark Howell FCA
DJH Halesowen Limited
Church Court
Stourbridge Road
Halesowen
West Midlands

B63 3TT
Date: 18th March 2026

Birmingham Health, Safety and Environment Association

Statement of financial activities Including income and expenditure account

For the year ended 31 December 2025

	Notes	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Income from:			
Health and safety information and advice	3	12,081	13,086
Investments	4	55,070	56,088
Total income		<u>67,151</u>	<u>69,174</u>
Expenditure on:			
Raising funds	5	6,870	7,065
Health and safety information and advice	6	48,302	50,699
Total expenditure		<u>55,172</u>	<u>57,764</u>
Net gains/(losses) on investments	9	<u>76,196</u>	<u>57,296</u>
Net income and movement in funds		88,175	68,706
Reconciliation of funds:			
Fund balances at 1 January 2025		<u>1,447,322</u>	<u>1,378,616</u>
Fund balances at 31 December 2025		<u>1,535,497</u>	<u>1,447,322</u>

Birmingham Health, Safety and Environment Association

Balance sheet

As at 31 December 2025

	Notes	2025		2024	
		£	£	£	£
Fixed assets					
Tangible assets	11		1,070		1,070
Investments	12		1,376,181		1,312,351
			<u>1,377,251</u>		<u>1,313,421</u>
Current assets					
Debtors	13	871		851	
Investments	14	10,156		3,176	
Cash at bank and in hand		152,069		134,374	
		<u>163,096</u>		<u>138,401</u>	
Creditors: amounts falling due within one year	15		(4,850)		(4,500)
			<u>158,246</u>		<u>133,901</u>
Net current assets					
			<u>158,246</u>		<u>133,901</u>
Total assets less current liabilities			<u>1,535,497</u>		<u>1,447,322</u>
The funds of the charity					
Unrestricted funds	16		1,535,497		1,447,322
			<u>1,535,497</u>		<u>1,447,322</u>

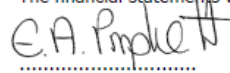
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 17th March 2026



E Prophet
Trustee

Birmingham Health, Safety and Environment Association

Notes to the financial statements

For the year ended 31 December 2025

1 Accounting policies

Charity information

Birmingham Health, Safety and Environment Association is a private company limited by guarantee incorporated in England and Wales. The registered office is Church Court, Stourbridge Road, Halesowen, West Midlands, B63 3TT, England.

1.1 Basis of preparation

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

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

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

1.4 Income

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

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Birmingham Health, Safety and Environment Association

Notes to the financial statements (continued)

For the year ended 31 December 2025

1 Accounting policies **(Continued)**

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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

Regalia	Depreciation is not provided for on the regalia.
---------	--

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Taxation

The charity is exempt from corporation tax on its charitable activities.

1.9 Fund accounting

All the funds of the charity are unrestricted so they are available for use at the discretion of the trustees in furtherance of the general activities of the charity. There were no designate or restricted funds.

1.10 WWT Fund

This fund is maintained for the Working Well Together Construction Campaign.

1.11 VAT

The company has been registered for VAT since October 2000. Income and expenditure included in the Statement of Financial Activities are therefore shown net of VAT for this year, as are any capital purchases.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

Birmingham Health, Safety and Environment Association

Notes to the financial statements (continued)

For the year ended 31 December 2025

3 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
General		
Subscriptions and fees	12,081	13,086
	<u>12,081</u>	<u>13,086</u>

4 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Income from listed investments	55,070	56,088
	<u>55,070</u>	<u>56,088</u>

5 Expenditure on raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Investment management	6,870	7,065
	<u>6,870</u>	<u>7,065</u>

Birmingham Health, Safety and Environment Association

Notes to the financial statements (continued)

For the year ended 31 December 2025

6 Expenditure on health and safety information and advice

	General 2025 £	General 2024 £
Direct costs		
Operating expenses	29,165	31,043
Secretary fees	14,611	15,316
Telephone	216	197
Printing & stationery	283	95
Travelling	227	318
Accountancy	700	680
Independent examination	3,100	3,050
	<u>48,302</u>	<u>50,699</u>
Analysis by fund		
Unrestricted funds	<u>48,302</u>	<u>50,699</u>

7 Net movement in funds

	2025 £	2024 £
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	<u>3,100</u>	<u>3,050</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

9 Gains and losses on investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Gains/(losses) arising on:		
Investment gains	<u>76,196</u>	<u>57,296</u>

10 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

Birmingham Health, Safety and Environment Association

Notes to the financial statements (continued)

For the year ended 31 December 2025

11 Tangible fixed assets		Regalia
		£
Cost		
At 1 January 2025		1,070
At 31 December 2025		1,070
Carrying amount		
At 31 December 2025		1,070
At 31 December 2024		1,070
12 Fixed asset investments		Listed
		investments
		£
Cost or valuation		
At 1 January 2025		1,312,351
Additions		301,005
Valuation changes		64,388
Disposals		(301,563)
At 31 December 2025		1,376,181
Carrying amount		
At 31 December 2025		1,376,181
At 31 December 2024		1,312,351
13 Debtors		
	2025	2024
	£	£
Amounts falling due within one year:		
Other debtors	871	851
	<u>871</u>	<u>851</u>
14 Current asset investments		
	2025	2024
	£	£
Investment deposits	10,156	3,176
	<u>10,156</u>	<u>3,176</u>

Birmingham Health, Safety and Environment Association

Notes to the financial statements (continued)

For the year ended 31 December 2025

15 Creditors: amounts falling due within one year

	2025	2024
	£	£
Accruals and deferred income	4,850	4,500
	<u>4,850</u>	<u>4,500</u>

16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2025	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 December 2025
	£	£	£	£	£	£
General	1,440,942	67,151	(54,822)	6,380	76,196	1,535,847
WWT	6,380	-	-	(6,380)	-	-
General funds	-	-	(350)	-	-	(350)
	<u>1,447,322</u>	<u>67,151</u>	<u>(55,172)</u>	<u>-</u>	<u>76,196</u>	<u>1,535,497</u>
Previous year:	At 1 January 2024	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 December 2024
	£	£	£	£	£	£
General	1,373,679	65,662	(55,695)	-	57,296	1,440,942
WWT	4,937	3,512	(2,069)	-	-	6,380
	<u>1,378,616</u>	<u>69,174</u>	<u>(57,764)</u>	<u>-</u>	<u>57,296</u>	<u>1,447,322</u>

17 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

Appendix

Investment Policy including Reserves Policy 

Investment Policy

Issue 11	page 1 of 2
Orig. SK	18.02.2026
Agreed by MC	03.03.2026

Investment Policy including Reserves Policy (1)

1. Introduction

- 1.1 The Association's objective is to promote the health, safety, welfare and wellbeing of working people and the organisations they work for by facilitating networking, sharing, learning, the adoption of good practice and continuous improvement. This extends to an organisation's physical assets, the environment, and the community which it serves or in which it operates, with a focus on Birmingham and surrounding areas.
- 1.2 The Charity currently has about 250 subscription (donation) paying members and total assets of approximately £1.4m, mostly through investments.

2. The business of the Association is governed by Articles of Association which give decision making powers to the Management Committee including the power to invest moneys of the Association **Investment Objectives**

- 2.1 To provide the best financial return within an acceptable level of risk.
- 2.2 *To provide an income, to supplement the amount obtained from subscriptions, in order to help fund the Association's activities and related expenditure as indicated by Annual Report and Accounts. The investment mandate targets an income distribution of 3% per annum, distributed monthly. Based on valuations as at the end of 2025, this amounts to annual income from the portfolio of £32.5k.*
- 2.3 To maintain the real capital value of the invested assets over the medium term (at least in line with inflation / CIPH) in order to provide an adequate future income stream and secure the sustainability of the Association.

3. Risk

- 3.1 In order to meet the income requirement / target it is accepted that a medium risk strategy may be required.
- 3.2 Volatility, inflation and failure risk to be mitigated through a diversified mix of investments / asset classes and at least two investment bodies. (As of February 2025 – two bodies).
- 3.3 Inflation risk to be further mitigated through a significant proportion of investments in real assets.
- 3.4 Investment in property may be via investment funds and / or equities as part of a diversified portfolio.
- 3.5 Large direct investment(s) in property is to be avoided.
- 3.6 Financial Services Compensation Scheme compensation limit for cash deposits not to be exceeded, currently £120k per institution.

Investment Policy including Reserves Policy (2)

4. Reserves

- 4.1 Nine months expenditure / operating costs, less the amount obtained from subscriptions, to be kept as cash at the bank (approx. £35k) outside of any investment portfolios.
- 4.2 Twelve months expenditure / operating costs less subscriptions of approx. £10k, i.e. approx. £50k, to be realisable within 3 months. If this is likely to give rise to significant costs, penalties or close to full value not being realised, discussion will need to take place at the investment agreement / contract stage.

5. Ethicality

- 5.1 Investment managers should be signatories of the United Nations Principles for Responsible Investment (UNPRI) which outlines the principles for incorporating environmental, social and governance (ESG) issues into investment practice.
- 5.2 No direct investments which could be detrimental to the objective of the Association as outlined under Introduction.
- 5.3 Direct investments to be excluded include: gambling, alcohol, smoking, firearms, armaments, pornography and high-interest rate lending.

6. Investment / Portfolio Management (incl. Discretionary Powers)

- 6.1 Every investment organisation / manager to be subject to a formal agreement / contract with the Association which identifies any specific terms and conditions in addition to the general terms in this Policy.
- 6.2 The formal agreement / contract will specify the nature of any discretionary powers.

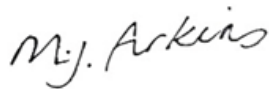
7. Investment Decisions & Signatories (Internal procedures / controls)

- 7.1 Investment decisions will be made by the Management Committee. (As provided for by the Articles of Association, agreement may be obtained by postal or email means).
- 7.2 At least two trustee signatures are required to authorise transfer of money to investment funds.

8. Reporting and Monitoring

- 8.1 Investment performance including income, asset value, % income / return, all fees / charges, and cash on deposit to be reported to the Association (Secretary) quarterly.
- 8.2 A formal review by the Management Committee - with input from investment manager(s) - to take place at least once a year. The review should include: investment policy including ethicality, investment managers/organisations, performance, benchmark data, risks and outlook.

Marisa Firkins Association Chair on behalf of the Trustees and Management Committee:



Signature:

Date: 05.03.2026

BIRMINGHAM HEALTH SAFETY AND ENVIRONMENT ASSOCIATION

England & Wales - Charity number 255523

Accounts

Annual Report & Accounts 2024

Financial Period: 1 January 2024 – 31 December 2024




Registered Company No. 00925718 (England and Wales)
Registered Charity No. 255523

Contents

Report of the Trustees with Introduction by the Chair 

Independent Examiners Report 

Unaudited Financial Statements 

Appendix 

Report and thoughts from the Chair

In my second year as BHSEA Chair we have been able to build on the foundations of my predecessors and work on expanding the benefits available to BHSEA members and the local community.

As an organisation we continue to use the NCVO Governance Wheel to help the Management Team reflect and identify opportunities for the future with regards to the governance of the charity and continual improvement.

We have continued to work closely with our Investment Companies to ensure we secure long term financial stability for BHSEA and to this end we have made some small changes to our portfolio which will come in to play in 2025.

In January 2024 membership fees were re-introduced for the first time since COVID and this aligns with our long-term strategy to ensure the financial health and stability of BHSEA and to ensure sufficient funds are available for future endeavors and to develop more benefits for the members and the achievement of BHSEAs charitable aims. This resulted in a large number of cancellations and saw membership numbers go back to down to just below the pre-covid levels. Reasons include members no longer in business, lost contacts, and members who only joined when it was free.

Throughout 2024 BHSEA has hosted our regular monthly meetings with guest speakers and members presentations, with average attendances of 45. This is an improvement on the 2023 figures.

Report and thoughts from the Chair



In total BHSEA ran 10 successful monthly events, two WWT-SHADS and delivered four free Training sessions and in September BHSEA ran an all-day Mock Trial Event at the Artrix Theatre Bromsgrove. We welcomed over 150 delegates to this interactive session that included an Accident Investigation workshop and mock prosecution trial in the afternoon.

The Construction sub-committee arranged two great SHAD events, Traffic Management with the amazing Lisa Ramos and Dave Garton, and the Fire Safety Event later in the year at Aston Villa.

The Training sub-committee grew from strength to strength and was awarded the 2024 BHSEA Chair Award for its outstanding contributions. Their work continues in developing a Mentor/Mentee Support Scheme and building on the initial Holly Winby case study.

In September BHSEA was invited to attend the prestigious SGUK Awards where we were awarded a Gold Excellence Award for the 2024 BHSEA Awards Event.

We have introduced two new member benefits in 2024

-  Croner-i Lite, a platform that provides online information, expert guidance, and tools for professionals. BHSEA have also secured a 20% discount for members who subscribe to the full Croner-i platform.
-  Free access to Safetyhub online training portal. Safetyhub has been providing safety video learning solutions and high-quality safety video content to companies for over 25 years. That's why they're the trusted name in Safety Compliance video learning across industries and businesses both large and small.

Report and thoughts from the Chair

During the year BHSEA re-ran the membership referral scheme which resulted in the recruitment of new members and also in raising the profile of BHSEA within the local media and across digital platforms.

In December BHSEA produced a series of videos which saw members talk about the reasons why they are BHSEA Members and the many great benefits they get from being part of the BHSEA community. These videos will be used on both the website and social media to promote the benefits of membership to West Midlands businesses.

The BHSEA website has been enhanced to allow members to add additional contacts to their BHSEA Membership record. Again, this widens the BHSEA reach and allows for BHSEA to fulfil it's charitable aims.

In December we held the second BHSEA awards scheme which saw members and committees recognised for their outstanding contributions and achievements throughout the year.

In conclusion, 2024 has been a year of consolidation, and membership benefit growth. BHSEA continue to evolve while remaining true to the founding principles and remains dedicated to achieving our stated charitable aims.

Association Objective

To promote the health, safety, welfare and wellbeing of working people and the organisations they work for by facilitating networking, sharing, learning, the adoption of good practice and continuous improvement.

This extends to an organisation's physical assets, the environment, and the community which it serves or in which it operates with a focus on Birmingham and surrounding areas.

‘Welfare’ means facilities and provisions that are necessary for the comfort, convenience and wellbeing of working people such as washing, toilet, rest and changing facilities and somewhere clean to eat and drink during breaks.

‘Wellbeing’ means a good or satisfactory condition of existence or state characterised by health, happiness and prosperity determined primarily by work and which can be influenced by workplace interventions.

Summary of activities and achievements

- ▶ Varied programme of ten monthly events all of which were in-person, two WWT/SHAD events and the Mock Trial which was attended by 140 people. We also ran four Free Training Courses. H&S Policy, Cat and Jenny, Risk Assessment and Consultation.
- ▶ Continued invitation to BHSEA events to all groups affiliated to Safety Groups UK.
- ▶ Attendance at events is now getting back to pre-covid levels.
- ▶ Successful well attended Construction ‘Working Well Together’ (WWT) events held in March and November.
- ▶ Continued strong support Members at WWT events, including, Speller Metcalfe, Equans, Makita and RLB.
- ▶ Significant contribution from Council and other members to ‘Members Corner’ slots.
- ▶ Successful re-introduction of Membership Fees using the website and payment portal.
- ▶ Continued Support of Marketing Consultant on Video Project.
- ▶ Successful closure of old bank account
- ▶ Continued sound finances with investment income increasing despite investment falling in value. It is important to monitor the situation with regards to Investments performance.

Only achieved by the continuing voluntary effort by Trustees, Management and Council with support from others including Secretary Sarah Kenny.

Organisation Information 2024

Registered office	Church Court, Stourbridge Road, Halesowen, West Midlands, B63 3TT
Registration	Company No. 00925718. Incorporation date: 11 January 1968 Charity Commission Registration No. 255523.
Governing documents	Memorandum of Association (As revised at AGM - 8 January 2001); Articles of Association (As revised at AGM – 8 April 2024)
President	Rosi Edwards - appointed February 2016
Trustees	Mr Wayne Bishop, Mrs Lisa Rollinson, Mrs Marisa Firkins, Mr Clark Hunter, Mrs L Ley; Ms L Prophett; Mr A Rolinson; Mr D Masaun - Vice President
Chair	Mr Wayne Bishop
Secretary	Mrs S Kenny
Independent Examiner	Mr M Howell, Nicklin Accountancy Services Ltd, Halesowen, West Midlands, B63 3TT
Bank	Lloyds
Stockbrokers / Investment Manager(s)	Charity Property Fund (Savills) Brewin Dolphin

Organisation Structure 2024

President	Rosi Edwards	<i>Non-Executive Director, Shrewsbury and Telford Hospitals NHS Trust; Former Regional Director, HSE Wales, Midlands and South West Region</i>
------------------	--------------	--

Trustees / Honorary Officers (directing)

Chair – Wayne Bishop
Co Vice Chair – Lisa Rollinson
Clark Hunter/Marisa Firkins - Co Construction Chair
Vice President– Dalvinder Masaun
Trustees – Linda Ley and Liz Prohett/Andy Rolinson

Management Committee (managing) – Trustees plus ↓

Ken Davies
Louise Mansfield

Council (advising) – Management Comm. plus ↓

Jolie Taylor
Mike Morton
Greg Ward
Paul Singh
Mike Wright
Isaac Adu
Peter Bowers
Daljit Sharma

Secretary: Sarah Kenny

Summary of 2024 Events

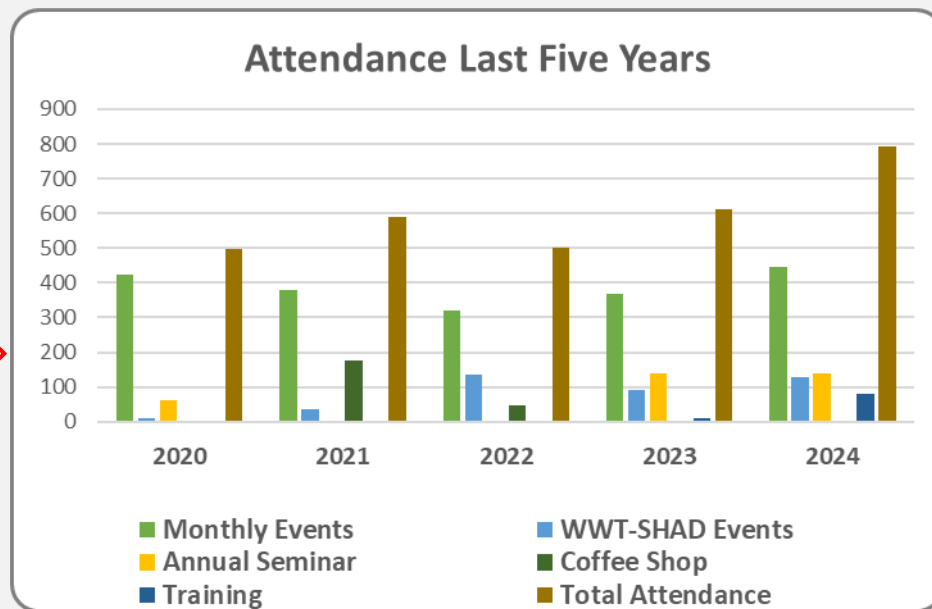
Type of event	Number of Events	Total Attendance
Monthly Events	9	446
Construction / WWT-SHAD Events	2	128
Mock Trial	1	140
Training Sessions	4	70



BHSEA Chair – Wayne Bishop

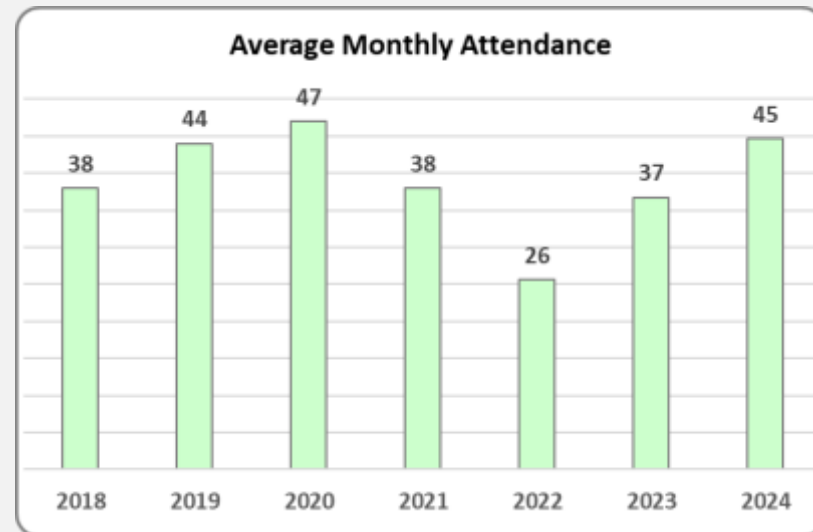
Note:

- Average attendance at monthly events of 45, back up to pre-Covid levels of 45, and overall attendances the highest for five years.
- Attendances at WWT-SHAD continuing to increase.
- Increased number of Free Training Sessions
- Well-attended Annual Seminar – Mock Trial at Artrix Bromsgrove



Monthly Events 2024 and Attendances

Jan	Leadership and IOSH Blueprint Workshop	43
Feb	Manual Handling and Tommys	44
Mar	Construction Matters – 3M Safety Harness and S J Johnson – Sun Protection	42
Apr	AGM and Leadership, Management and Coaching	33
May	Fire	47
Jun	Legal Update and practical tips for compliance	43
Sep	Asbestos and Live Monitoring and Water Treatment	42
Oct	Construction Matters – Building Safety and CDM	67
Nov	Health – COVID and ISO45001	38
Dec	Coaching and Mentoring and 2024 BHSEA Awards	47



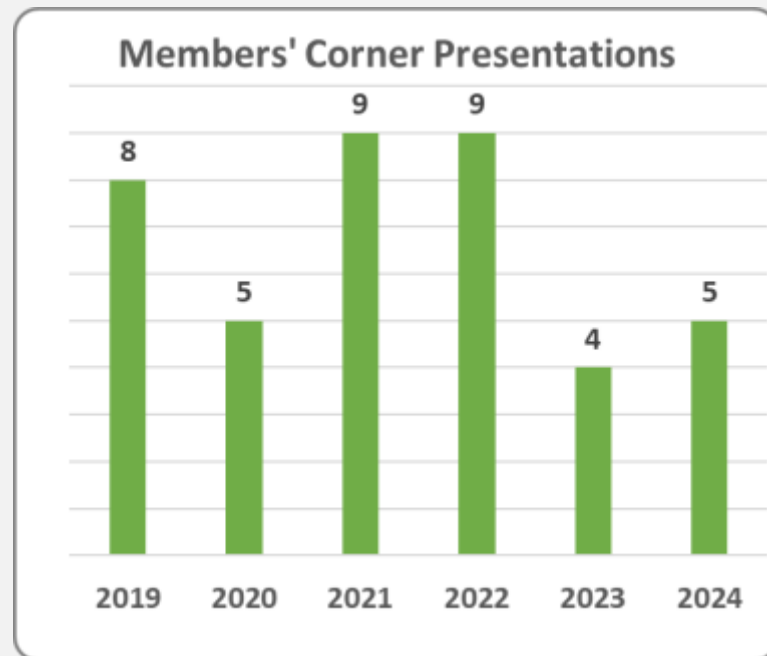
Note:

- The 2020 attendance figures were all online via zoom.
- The 2021 attendance figures were a mix of in-person and zoom.

Members' Corner 2024

short (10 -15 mins) practical presentations - by members for members

Jan	A Just Culture - <i>Steve Davis (WHG)</i>
Apr	Award Winning App – <i>WA Management</i>
June	Employee Risk Alert Systems – <i>City of Wolverhampton Council</i>
Oct	CDM – <i>Peter Bowers</i>
Nov	ISO45001 – <i>All About Compliance</i>



Steve Davis – A Just Culture

Examples of Monthly Events and Newsletters Content



Hazard Spotting Picture



Presentation Notes / Slides



HSE Inspection Campaign



Member Benefits and Updates

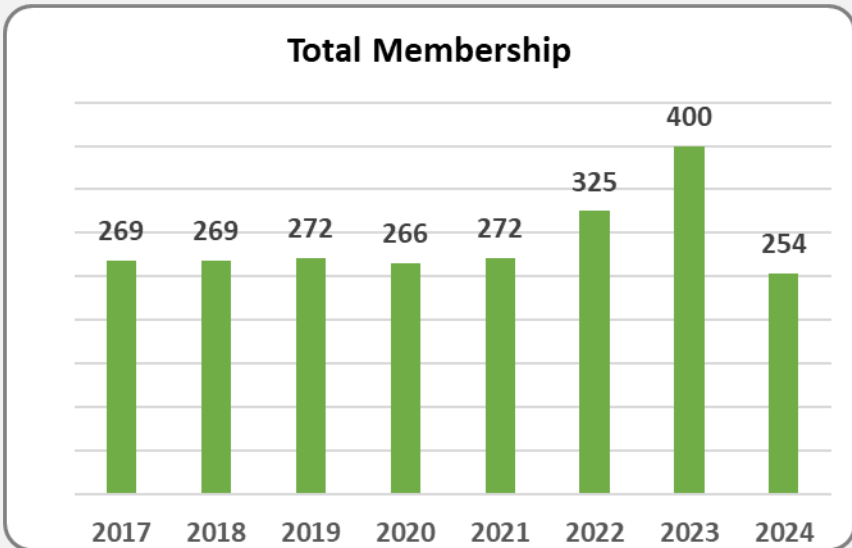


HSE Information

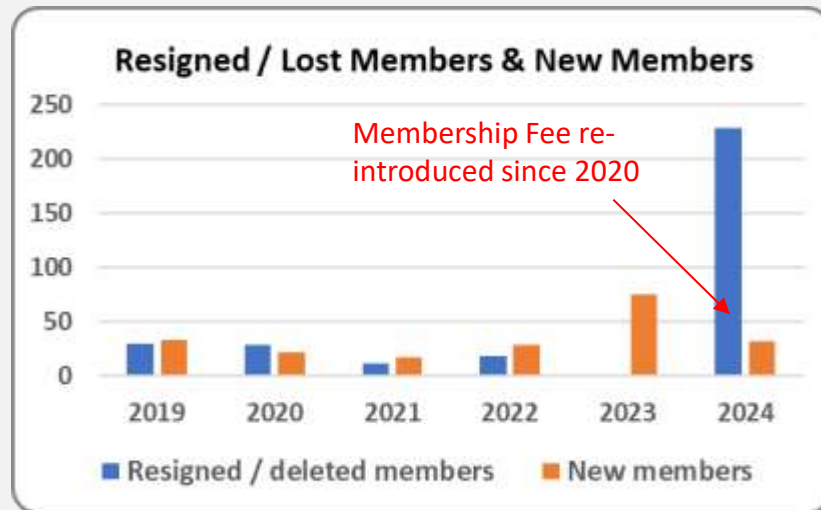
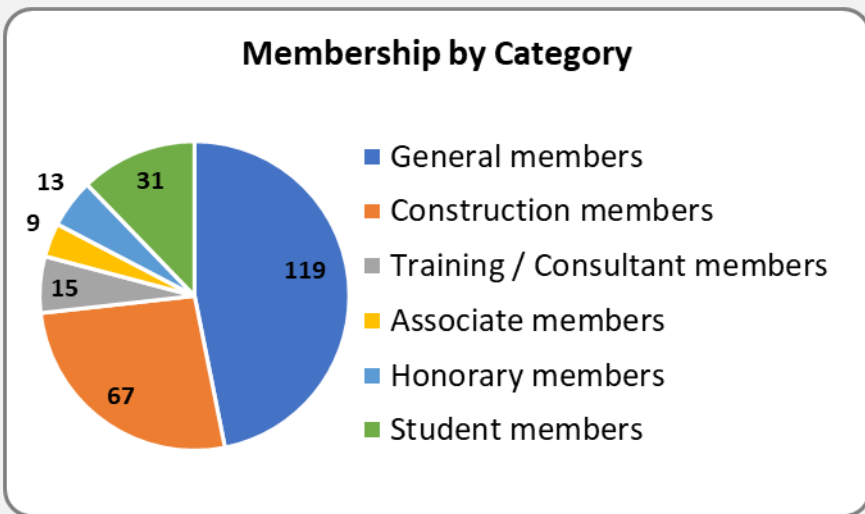


BHSEA 2023 Awards

Membership - at year end (31 December)



Members networking prior to start of monthly event



2024 Members' Feedback

“Many thanks for a most enjoyable and informative BHSEA Meeting on Monday. I think it was one of your best”
(ND– 14/10/2024)

“1st visit to a BHSEA event was very impressed with the quality of the content of the topics and speakers”
(CP – 14/10/2024)

“Excellent, Speakers were great, interactive and engaging”
(JG – 26/09/2024)

“Really enjoyed the dynamics, great to see both points of view that will allow me to ensure the teams are working more safely” (HG – 16/09/2024)

“Yesterday’s meeting was one of, if not the, best meeting I have attended. The atmosphere in the room was excellent, the speakers were passionate about their subjects, and in particular, I enjoyed the forum / debate format in relation to the BSR / CDM” (NM – 15/10/2024)

Key Contacts and Supporters

Supporters and Key Contacts



Safety Groups UK



The Health and Safety Executive



Birmingham City Council



Construction Industry Training Board

Make UK (formerly EEF)



Royal Society for Prevention of Accidents

Equans



Construction 'Working Well Together' (WWT)

Bevan Brittan Human Focus



Federation of Master Builders.

British Safety Industry Federation



City of Wolverhampton College



Speller Metcalfe



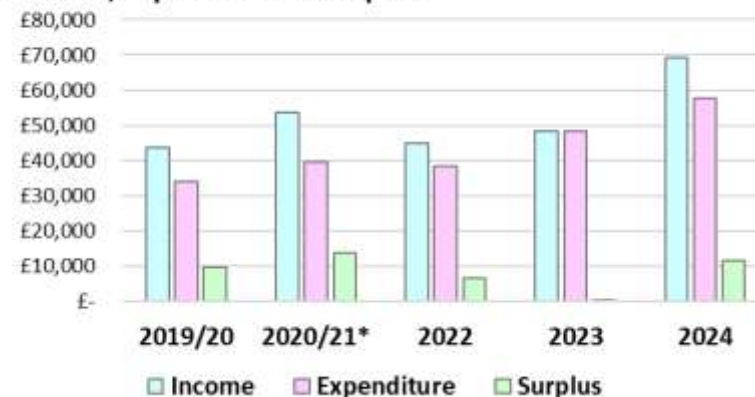
Income & Expenditure Summary 2024

Income & Expenditure - from 'independently examined' Accounts

Income and Expenditure	2019/20	2020/21*	2022	2023	2024
Income from Investments					
Bank interest	£ 62	-	-	-	-
Dividends received	£41,714	£53,614	£ 44,900	£ 48,268	£ 56,088
Income from Charitable activities					
Subscriptions	£ 1,725	-	-	-	£ 8,389
Donations	-	-	-	-	-
Training and conferences	-	-	-	-	£ 4,696
Total income	£43,501	£53,614	£ 44,900	£ 48,268	£ 69,173
Expenditure - Management Fees					
Portfolio management	£ 4,016	£ 8,175	£ 6,597	£ 5,953	£ 7,065
Expenditure - Charitable Activities					
Secretary's fees	£11,318	£19,613	£ 15,593	£ 14,527	£15,316
Admin assistant fees	£ 2,272	-	-	-	-
Operating expenses	£11,675	£ 8,255	£ 10,528	£ 17,299	£29,580
Marketing Consultancy	-	-	£ 2,350	£ 5,877	£ 1,463
Printing & stationery	£ 575	£ 306	£ 233	£ 215	£ 95
Other expenditure	£ 1,113	£ 836	£ 352	£ 971	£ 515
Expenditure - Governance:					
Accountancy	£ 725	£ 410	£ 225	£ 600	£ 680
Independent examination	£ 2,150	£ 2,150	£ 2,550	£ 2,750	£ 3,050
Total expenditure	£33,844	£39,745	£ 38,428	£ 48,192	£57,764
Surplus (Income - Expenditure)	£ 9,657	£13,869	£ 6,472	£ 76	£11,409

* 2020/21 – 15-month period

Income, Expenditure & Surplus



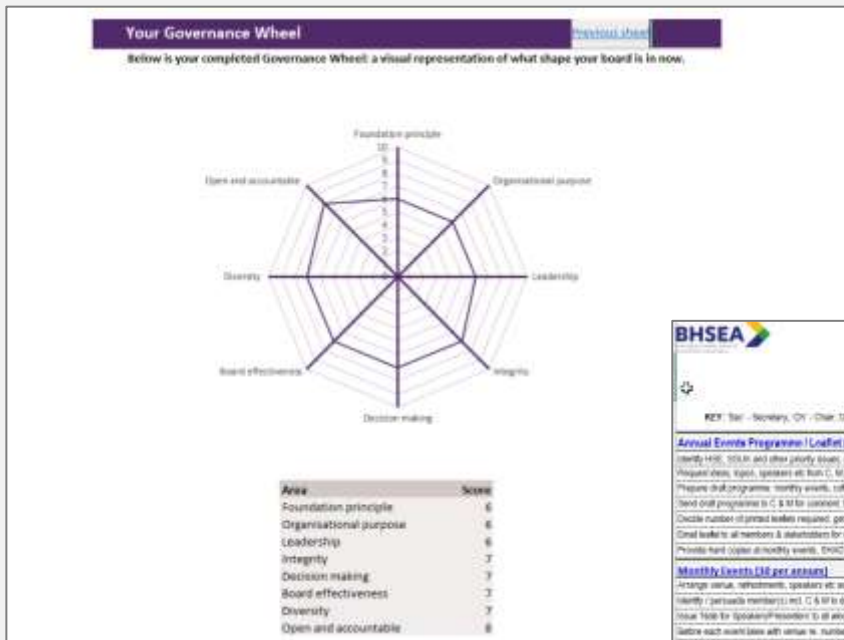
- Increase in Investment income is mainly due to one off dividend from CPF in January.
- Membership fees reinstated
- Income from Croner Referrals
- Increased Expenditure on website amends, and member benefit Safetyhub, an online training portal.
- Cash in the bank £84k and £50k in Fixed Bond.
- Financial position enables future increase in BHSEA services, initiatives and reach in furtherance of its charitable aims.

Governance and Management (1)

- Articles of Association guide the way the Association is run and managed, and the Association continues to operate taking due account of Charities Commission rules, regulations and guidelines including those related to public benefit.
- Appropriate information, guidance and NCVO training is provided to new and existing Trustees, Management Committee and Council members.
- Recruitment and appointment of Honorary Officers / trustees (and others) is via nominations and member's votes at AGMs (details in the Articles).
- The NCVO Governance Wheel provides a framework for excellence, continuous improvement and good governance and the BHSEA 'Event / Activity Calendar' helps ensure that all needs and requirements are identified and dealt with in a timely manner.
- Management attention is routinely given to risk issues including finance/investments, organisational arrangements & succession planning, membership numbers, communication technology/developments and value and public benefit from Association activities.
- Reserves policy (see Appendix) is to have circa £35k in the bank to cover operating expenses etc. However, at financial year end reserves £134k to fund other initiatives in pursuit of the Association objective, i.e. employment of Marketing Consultancy, increasing the number of Member Events and benefits which may be expected to absorb excess funds in the coming years.

Copies of documents and further details on BHSEA Website

Governance and Management (2)



← **‘Strategic Planning & Monitoring’ tool**
 - used to review the activities, performance and effectiveness of the Association and identify improvement opportunities, aims, objectives & priorities

Item / Action	Timing in weeks and day of the event	Who by (S = Secretarial, C = Chair, support from - in brackets)	Notes and key to 'Who by'
Establish / confirm theme of the event	D - 12	CC / WWT Group	Identify theme to be published in annual programme (copy to HSE lead person)
Establish lead person (L) and lead deputy (LD) for SHAD	D - 13	CC / WWT Group	
Book / confirm venue	D - 12	BHSEA Secretary	
Prepare outline programme - confirm key topics and contact presenters	D - 10	L/D (BHSEA Sec)	Secretarial support from BHSEA Sec. as may be required / requested
Identify 'chair' for the event itself	D - 10	CC / WWT Group	Chair generally either Construction section chair, L or LD
Produce flyer - electronic form only (copy to send) forward on to chairs	D - 10	BHSEA Secretary	Redrafted flyer/aid with established WWT branding and silhouette
Send flyer to WWT partners and CC members for onward distribution	D - 8	BHSEA Secretary	CC members to circulate to their suppliers and contractors
Advertise event on WWT and HSE website	D - 8	HSE	
Take bookings		HSE	
Ensure presenters still on board and aware of brief	D - 4	L/D	L/D expected to maintain on active involvement throughout
Remind WWT partners to send flyer to all contacts etc.	D - 4	BHSEA Secretary	
Remind WWT partners to send flyer to all contacts etc.	D - 2	BHSEA Secretary	

‘Activity Calendar’
 - a tool to ensure actions are taken in a planned and timely manner. Linked guidance notes, tools & techniques indicate why, how, who etc.

Guidance / Procedure
 - example

Future Actions / Improvement Opportunities

- Continue the programme of Free Training Courses to BHSEA Members
- Developing Mentoring and Works Experience for Junior Members
- Further development and use of social media including LinkedIn.
- Developing website – Membership Pages and Video Testimonials
- Increase practical content at events – Continue with the Peer-to-Peer Q&A and more Panel Q&A following the successful Building Safety Panel Q&A in October.
- Seeking further ways of promoting health and safety / BHSEA membership across the West Midlands Region and more diverse communities.
- Extending free first year membership offer more widely to Students at local Colleges and Universities.
- Increase in Membership Fees
- Further development, expansion and simplification of policies, procedures and guidance.
- Committee Team Building and Strategy Away Days.

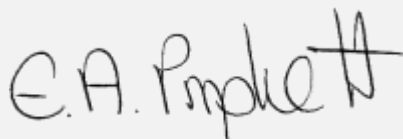
Trustees report approved

This report including financial statements were approved by the Board of Trustees via email:

-  Trustee – Dalvinder Masaun
-  Trustee - Andy Rolinson
-  Trustee – Linda Ley
-  Trustee – Wayne Bishop
-  Trustee – Lisa Rollinson
-  Trustee – Clark Hunter
-  Trustee – Marisa Firkins

and signed on behalf of the Board by:

-  Trustee – Elizabeth Prohett

Sig:  Date: 7th March 2025

Independent Examiner's Report to the Trustees of
Birmingham Health, Safety and
Environment Association

**Independent examiner's report to the trustees of Birmingham Health, Safety and Environment Association
(the Company)**

I report to the charity trustees on my examination of the accounts of the Company for the year ended
31 December 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for
the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act
and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried
out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the
Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the
examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of
Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts
in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Mark Howell FCA

Nicklin Accountancy Services Limited
Church Court
Stourbridge Road
Halesowen
West Midlands
B63 3TT

Date: 11th March 2025

Birmingham Health, Safety and
Environment Association

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the year ended 31 December 2024

	Notes	2024 Unrestricted funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Health and safety information and advice		13,085	-
Investment income	2	56,088	48,268
Total		<u>69,173</u>	<u>48,268</u>
EXPENDITURE ON			
Raising funds	3	7,065	5,953
Charitable activities			
Health and safety information and advice		50,699	42,239
Total		<u>57,764</u>	<u>48,192</u>
Net gains/(losses) on investments		57,296	(19,763)
NET INCOME/(EXPENDITURE)		68,705	(19,687)
RECONCILIATION OF FUNDS			
Total funds brought forward		1,378,617	1,398,304
TOTAL FUNDS CARRIED FORWARD		<u><u>1,447,322</u></u>	<u><u>1,378,617</u></u>

Birmingham Health, Safety and
Environment Association

Balance Sheet
31 December 2024

	Notes	2024 Unrestricted funds £	2023 Total funds £
FIXED ASSETS			
Tangible assets	7	1,070	1,070
Investments	8	1,312,351	1,260,071
		<u>1,313,421</u>	<u>1,261,141</u>
CURRENT ASSETS			
Debtors	9	851	1,929
Investments	10	3,176	4,669
Cash at bank		134,374	115,378
		<u>138,401</u>	<u>121,976</u>
CREDITORS			
Amounts falling due within one year	11	(4,500)	(4,500)
		<u>133,901</u>	<u>117,476</u>
NET CURRENT ASSETS			
		<u>1,447,322</u>	<u>1,378,617</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>1,447,322</u>	<u>1,378,617</u>
NET ASSETS			
		<u>1,447,322</u>	<u>1,378,617</u>
FUNDS	12		
Unrestricted funds		1,447,322	1,378,617
TOTAL FUNDS		<u>1,447,322</u>	<u>1,378,617</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2024.

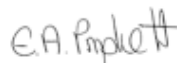
The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

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



.....
E A Prohett - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is not provided for on the regalia.

Investments

Investments are stated at fair value. Realised and unrealised gains and losses on investments are dealt with in the Statement of Financial Activities. Investment income plus recoverable tax credits is credited to income.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

All the funds of the charity are unrestricted so they are available for use at the discretion of the trustees in furtherance of the general activities of the charity.

There were no designated or restricted funds.

WWT Fund

This fund is maintained for the Working Well Together Construction Campaign.

Vat

The company has been registered for VAT since October 2000. Income and expenditure included in the Statement of Financial Activities are therefore shown net of VAT for this year, as are any capital purchases.

Notes to the Financial Statements - continued
for the year ended 31 December 2024

2. INVESTMENT INCOME		
	2024	2023
	£	£
Dividends received	<u>56,088</u>	<u>48,268</u>
3. RAISING FUNDS		
Investment management costs		
	2024	2023
	£	£
Portfolio management	<u>7,065</u>	<u>5,953</u>
4. NET INCOME/(EXPENDITURE)		
Net income/(expenditure) is stated after charging/(crediting):		
	2024	2023
	£	£
Independent examination	3,650	2,750
Other accountancy fees	<u>80</u>	<u>600</u>
5. TRUSTEES' REMUNERATION AND BENEFITS		
There were no trustees' remuneration or other benefits for the year ended 31 December 2024 nor for the year ended 31 December 2023.		
Trustees' expenses		
Trustees' expenses of £80 (2023 year: £178) were paid for the period ended 31 December 2024.		
6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES		Unrestricted funds
		£
INCOME AND ENDOWMENTS FROM		
Investment income		<u>48,268</u>
EXPENDITURE ON		
Raising funds		5,953
Charitable activities		
Health and safety information and advice		<u>42,239</u>
Total		<u>48,192</u>
Net gains/(losses) on investments		<u>(19,763)</u>
NET INCOME/(EXPENDITURE)		(19,687)
RECONCILIATION OF FUNDS		
Total funds brought forward		1,398,304

Notes to the Financial Statements - continued
for the year ended 31 December 2024

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

Unrestricted
funds
£

TOTAL FUNDS CARRIED FORWARD

1,378,617

7. TANGIBLE FIXED ASSETS

Regalia
£

COST

At 1 January 2024 and 31 December 2024

1,070

NET BOOK VALUE

At 31 December 2024

1,070

At 31 December 2023

1,070

8. FIXED ASSET INVESTMENTS

Listed
investments
£

MARKET VALUE

At 1 January 2024

1,260,071

Additions

78,833

Disposals

(85,992)

Unrealised surpluses (losses)

59,439

At 31 December 2024

1,312,351

NET BOOK VALUE

At 31 December 2024

1,312,351

At 31 December 2023

1,260,071

There were no investment assets outside the UK.

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

2024

2023

£

£

Other debtors

851

1,929

10. CURRENT ASSET INVESTMENTS

2024

2023

£

£

Investment deposits

3,176

4,669

Notes to the Financial Statements - continued
for the year ended 31 December 2024

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Accrued expenses	<u>4,500</u>	<u>4,500</u>

12. MOVEMENT IN FUNDS

	At 1.1.24	Net movement in funds	At 31.12.24
	£	£	£
Unrestricted funds			
General fund	1,373,679	67,263	1,440,942
WWT	4,938	1,442	6,380
	<u>1,378,617</u>	<u>68,705</u>	<u>1,447,322</u>
TOTAL FUNDS	<u>1,378,617</u>	<u>68,705</u>	<u>1,447,322</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	65,661	(55,694)	57,296	67,263
WWT	3,512	(2,070)	-	1,442
	<u>69,173</u>	<u>(57,764)</u>	<u>57,296</u>	<u>68,705</u>
TOTAL FUNDS	<u>69,173</u>	<u>(57,764)</u>	<u>57,296</u>	<u>68,705</u>

Comparatives for movement in funds

	At 1.1.23	Net movement in funds	At 31.12.23
	£	£	£
Unrestricted funds			
General fund	1,395,586	(21,907)	1,373,679
WWT	2,718	2,220	4,938
	<u>1,398,304</u>	<u>(19,687)</u>	<u>1,378,617</u>
TOTAL FUNDS	<u>1,398,304</u>	<u>(19,687)</u>	<u>1,378,617</u>

Notes to the Financial Statements - continued
for the year ended 31 December 2024

12. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	48,268	(50,412)	(19,763)	(21,907)
WWT	-	2,220	-	2,220
	<u>48,268</u>	<u>(48,192)</u>	<u>(19,763)</u>	<u>(19,687)</u>
TOTAL FUNDS	<u>48,268</u>	<u>(48,192)</u>	<u>(19,763)</u>	<u>(19,687)</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2024.

Appendix

Investment Policy including Reserves Policy 

Investment Policy

Issue 10	page 1 of 2
Orig. SK	21.02.2025
Agreed by MC	10.03.2025

Investment Policy including Reserves Policy (1)

1. Introduction

- 1.1 The Association's objective is to promote the health, safety, welfare and wellbeing of working people and the organisations they work for by facilitating networking, sharing, learning, the adoption of good practice and continuous improvement. This extends to an organisation's physical assets, the environment, and the community which it serves or in which it operates, with a focus on Birmingham and surrounding areas.
- 1.2 The Charity currently has about 250 subscription (donation) paying members and total assets of approximately £1.4m, mostly through investments.

2. The business of the Association is governed by Articles of Association which give decision making powers to the Management Committee including the power to invest moneys of the Association **Investment Objectives**

- 2.1 To provide the best financial return within an acceptable level of risk.
- 2.2 To provide an income, to supplement the amount obtained from subscriptions, in order to fund the Association's activities and related expenditure as indicated by Annual Report and Accounts. Expenditure currently approx. £58k p.a.; subscriptions approx. £10k p.a.; total minimum income required from all investments therefore approx. £48k p.a.
- 2.3 To maintain the real capital value of the invested assets over the medium term (at least in line with inflation / RPI) in order to provide an adequate future income stream and secure the sustainability of the Association.

3. Risk

- 3.1 In order to meet the income requirement / target it is accepted that a medium risk strategy may be required.
- 3.2 Volatility, inflation and failure risk to be mitigated through a diversified mix of investments / asset classes and at least two investment bodies. (As of February 2025 – two bodies).
- 3.3 Inflation risk to be further mitigated through a significant proportion of investments in real assets.
- 3.4 Investment in property may be via investment funds and / or equities as part of a diversified portfolio.
- 3.5 Large direct investment(s) in property is to be avoided.
- 3.6 Financial Services Compensation Scheme compensation limit for cash deposits not to be exceeded, currently £85k per institution.

Investment Policy including Reserves Policy (2)

4. Reserves

- 4.1 Nine months expenditure / operating costs, less the amount obtained from subscriptions, to be kept as cash at the bank (approx. £35k) outside of any investment portfolios.
- 4.2 Twelve months expenditure / operating costs less subscriptions of approx. £10k, i.e. approx. £50k, to be realisable within 3 months. If this is likely to give rise to significant costs, penalties or close to full value not being realised, discussion will need to take place at the investment agreement / contract stage.

5. Ethicality

- 5.1 Investment managers should be signatories of the United Nations Principles for Responsible Investment (UNPRI) which outlines the principles for incorporating environmental, social and governance (ESG) issues into investment practice.
- 5.2 No direct investments which could be detrimental to the objective of the Association as outlined under Introduction.
- 5.3 Direct investments to be excluded include: gambling, alcohol, smoking, firearms, armaments, pornography and high interest rate lending.

6. Investment / Portfolio Management (incl. Discretionary Powers)

- 6.1 Every investment organisation / manager to be subject to a formal agreement / contract with the Association which identifies any specific terms and conditions in addition to the general terms in this Policy.
- 6.2 The formal agreement / contract will specify the nature of any discretionary powers.

7. Investment Decisions & Signatories (Internal procedures / controls)

- 7.1 Investment decisions will be made by the Management Committee. (As provided for by the Articles of Association, agreement may be obtained by postal or email means).
- 7.2 At least two trustee signatures are required to authorise transfer of money to investment funds.

8. Reporting and Monitoring

- 8.1 Investment performance including income, asset value, % income / return, all fees / charges, and cash on deposit to be reported to the Association (Secretary) quarterly.
- 8.2 A formal review by the Management Committee - with input from investment manager(s) - to take place at least once a year. The review should include: investment policy including ethicality, investment managers/organisations, performance, benchmark data, risks and outlook.

Wayne Bishop, Association Chair on behalf of the Trustees and Management Committee:



Signature: Date: 10.03.2025

BIRMINGHAM HEALTH SAFETY AND ENVIRONMENT ASSOCIATION

England & Wales - Charity number 255523

Accounts



Registered Company No. 00925718 (England and Wales)

Registered Charity No. 255523

*Aiming to make Health and Safety
Simple ✓ Visual 👁 Practical 🔧
and accessible to all*

Annual Report & Accounts 2023

Financial Period: 1 January 20223– 31 December 2023

Programme / Events: 1 January 2023 – 31 December 2023



SK – 6 March 2023






Contents

Report of the Trustees with Introduction by the Chair 

Independent Examiners Report 

Unaudited Financial Statements 

Appendices 

Report and thoughts from the Chair

The past few years have seen several changes within BHSEA's management structure following the Leadership transition from George Allcock's long tenure and subsequent resignation of George's successor.

A key priority of the newly elected chair was to bring a period of calm and stability to enable BHSEA to consolidate on the good work laid down by the predecessors and to then build upon this for the benefit of BHSEA members and the local community.

The chair, following appointment undertook training with the NCVO (National Council for Voluntary Organisation) to assist with the responsible governance of a charitable organisation and in achieving the charity's aims. Following the NCVO training the existing policies were reviewed and several new policies developed in conjunction with a BHSEA code of conduct and an induction package for trustees, council, and management members.

At this time the NCVO training was also offered to all committee members and trustees, which was taken up by several members and indemnity insurance was obtained for the trustees, council, and management members

The NCVO training was later applied using the NCVO governance wheel at a strategy meeting which has enabled BHSEA management to reflect and identify opportunities for the future with regards to the governance of the charity and continual improvement. It is the intention to repeat this process and to also invite an independent external audit of BHSEA by the NCVO with the aim of ensuring good governance and the promotion of continual improvement.

Report and thoughts from the Chair

For the past year BHSEA has run regular monthly meetings with guest speakers and members presentations, and in doing so have increased the members attendance in person from approximately 12 people in December 2023 to regular attendances of over 40 people at the recent events.

BHSEA has also run nine successful monthly events and two WWT-SHADS

A training sub-committee was formed with the aim of providing training opportunities for BHSEA members and mentoring support for students. As a result of this one student has been given guidance and assistance to achieve a NEBOSH qualification and also received two weeks work experience within a member's organisation. The training committee intend to build upon this initial success.

The training sub-committee has also arranged and delivered free training sessions for BHSEA members to complement the monthly meetings, it is the intention to continue with this in the future.

In September BHSEA was invited to attend the prestigious SGUK Awards where we were awarded a Silver excellence award. George Allcock was also awarded the Maurice Anderson award posthumously "As recognition for his outstanding devoted services to his local group BHSEA and to Safety groups UK."

A BHSEA member Operational Compliance system was also awarded the Alan Porter Rose bowl for their revolutionary safety App "under Construction".

Report and thoughts from the Chair

Throughout the year BHSEA had a membership recruitment scheme which was assisted by a consultant Alison Gray for marketing support. This enabled us to launch a successful membership campaign, resulting in the recruitment of new members and also in raising the profile of BHSEA within the local media and across digital platforms.

As part of the campaign a BHSEA awards scheme was introduced with the inaugural awards held in December, with some of the categories voted for by the members. The intention of the awards is to recognise the excellence within our membership and to celebrate outstanding contributions and achievements throughout the year.

In January 2024 membership fees were reintroduced and this aligns with our long-term strategy to ensure the financial health and stability of BHSEA and to ensure sufficient funds for future endeavours and to offer more benefits to the members and the achievement of BHSEAs charitable aims.

In February 2024 BHSEA was able to offer free access to the “Croner-I”, Croner-i Lite platform that provides online information, expert guidance, and tools for professionals. BHSEA have also secured a 20% discount for members who subscribe to the full Croner-i platform.

During February BHSEA members were also given the free opportunity to become affiliate members of ROSPA.

In conclusion, 2023 has been a year of growth, consolidation, and achievement for BHSEA. BHSEA continue to evolve while remaining true to the founding principles and remains dedicated to achieving our stated charitable aims.



Association Objective

To promote the health, safety, welfare and wellbeing of working people and the organisations they work for by facilitating networking, sharing, learning, the adoption of good practice and continuous improvement.

This extends to an organisation's physical assets, the environment, and the community which it serves or in which it operates with a focus on Birmingham and surrounding areas.

‘Welfare’ means facilities and provisions that are necessary for the comfort, convenience and wellbeing of working people such as washing, toilet, rest and changing facilities and somewhere clean to eat and drink during breaks.

‘Wellbeing’ means a good or satisfactory condition of existence or state characterised by health, happiness and prosperity determined primarily by work and which can be influenced by workplace interventions.



Summary of activities and achievements

- ▶ Varied programme of nine monthly events all of which were in-person, two WWT in-person events and the Mock Trial which was attended by 140 people. We also ran an Asbestos Awareness Free Training Course.
- ▶ Continued invitation to BHSEA events to all groups affiliated to Safety Groups UK.
- ▶ Attendance at events is now getting back to pre-covid levels.
- ▶ Successful well attended Construction 'Working Well Together' (WWT) events held in June and November.
- ▶ Continued strong support from HSE at WWT events, as well as Bevan Brittan, Speller Metcalfe, Safety Forward, Helpgb, SATS and others.
- ▶ Significant contribution from Council and other members to 'Members Corner' slots.
- ▶ Membership numbers increased significantly as a result of the newly introduced Members Referral Scheme.
- ▶ Continued Support of Marketing Consultant on specific projects to grow Membership and launch the BHSEA Awards Scheme.
- ▶ Membership subscriptions remained postponed until January 2024.
- ▶ Continued sound finances with investment income increasing despite investment falling in value. It is important to monitor the situation with regards to Investments performance.

Only achieved by the continuing voluntary effort by Trustees, Management and Council with support from others including Secretary Sarah Kenny.

Organisation Information 2023

Registered office	Church Court, Stourbridge Road, Halesowen, West Midlands, B63 3TT
Registration	Company No. 00925718. Incorporation date: 11 January 1968 Charity Commission Registration No. 255523.
Governing documents	Memorandum of Association (As revised at AGM - 8 January 2001); Articles of Association (As revised at AGM – 4 April 2022)
President	Rosi Edwards - appointed February 2016
Trustees	Mrs L Ley; Ms L Prophett; Mr A Rolinson; Mr D Masaun - Vice President
Chair	Mr Wayne Bishop
Secretary	Mrs S Kenny
Independent Examiner	Mr M Howell, Nicklin Accountancy Services Ltd, Halesowen, West Midlands, B63 3TT
Bank	Lloyds
Stockbrokers / Investment Manager(s)	Charity Property Fund (Savills) Brewin Dolphin

Organisation Structure 2023

President

Rosi Edwards

*Non-Executive Director, Shrewsbury and Telford Hospitals NHS Trust;
Former Regional Director, HSE Wales, Midlands and South West Region*

Trustees / Honorary Officers (directing)

Chair – Wayne Bishop
Co Vice Chair – Lisa Rollinson/Mark Allso
Clark Hunter/Marisa Firkins - Co Construction Chair
Vice President– Dalvinder Masaun
Trustees – Linda Ley and Liz Prohett/Andy Rolinson

Management Committee (managing) – Trustees plus ↓

Wayne Bishop
Louise Mansfield
Lisa Rollinson
Ken Davies
Peter Bowers

Council (advising) – Management Comm. plus ↓

John Jones
Mike Morton
Clark Hunter
Greg Ward
David Hughes
Marisa Firkins
Isaac Adu
Mark Allso

Other Council - co-opted

Paul Singh

Secretary: Sarah Kenny

Summary of 2023 Events

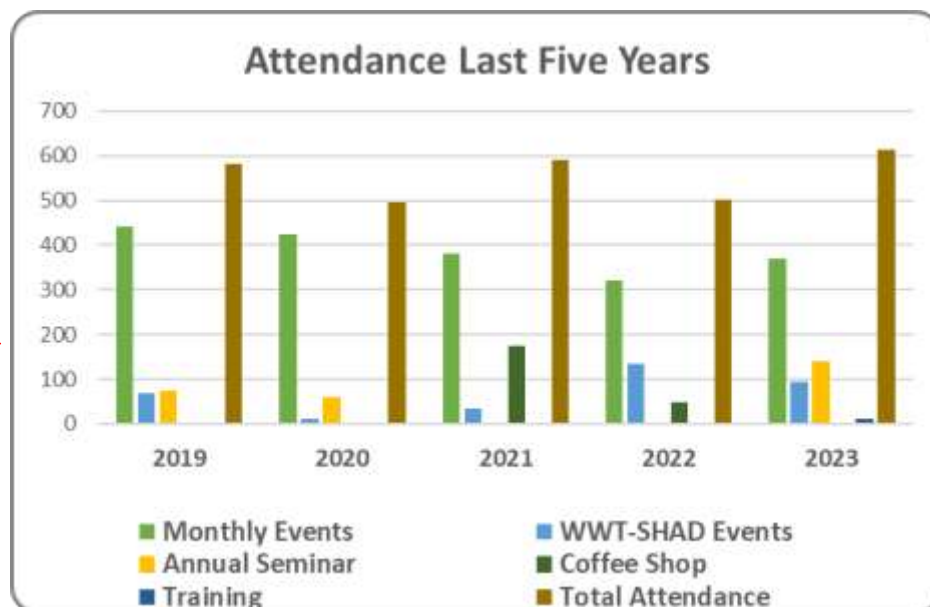
Type of event	Number of Events	Total Attendance
Monthly Meetings / Events	9	369
Construction / WWT-SHAD Events	2	93
Mock Trial	1	140
Training Session	1	11



New BHSEA Chair – Wayne Bishop

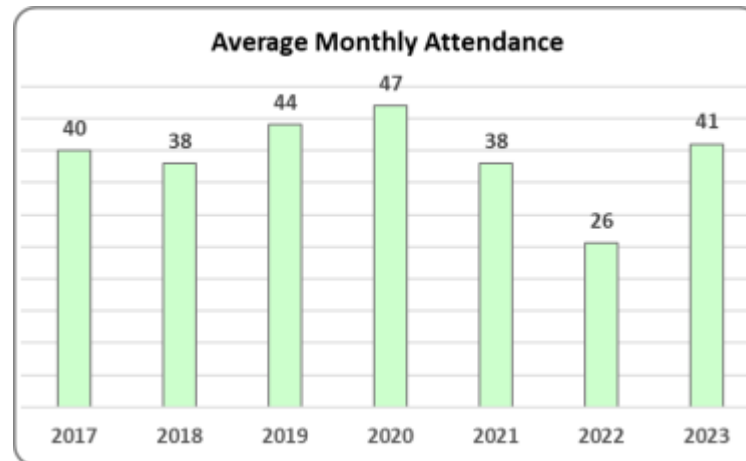
Note:

- Attendance at monthly events back up to pre-Covid levels of 41.
- Attendance at WWT-SHAD events still not recovered to pre-Covid levels.
- The Coffee Shop has now been stopped due to poor attendance in 2022
- Introduction of Free Training Sessions
- Re-introduction of Annual Seminar – Mock Trial



Monthly Events 2023 and Attendance

Jan	Plans and priorities for 2022 and beyond – Leadership and what good looks like	37
Feb	Incident Investigation and Psychological Safety	43
Mar	Construction Matters – Buried Services	39
Apr	AGM and Work Equipment Inspection and Maintenance	33
May	Annual Seminar – Mock Trial	140
Jun	Legal Update and Building Safety	49
Sep	Environmental Law and Drones in Construction	46
Oct	Construction Matters – Fire and Contaminated Land	45
Nov	Health – Dust Management	36
Dec	Wellbeing Strategies and 2023 BHSEA Awards	41



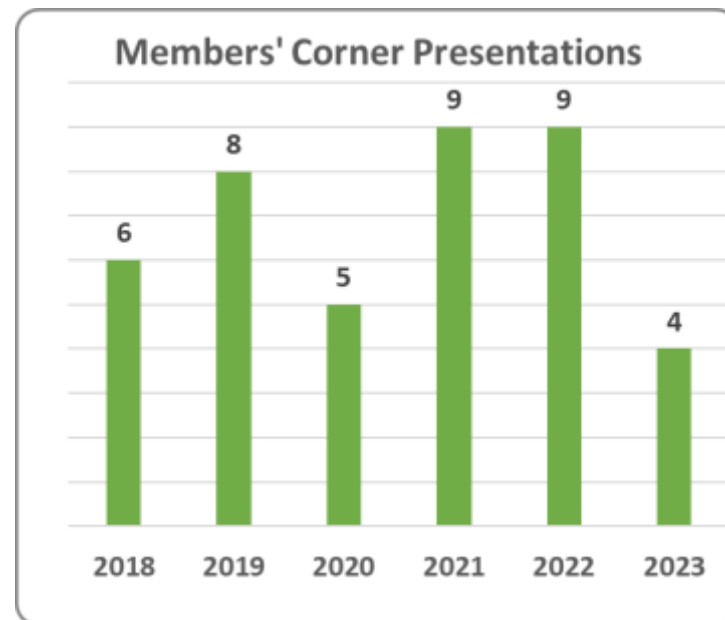
Note:

- The 2020 attendance figures were all online via zoom.
- The 2021 attendance figures were a mix of in-person and zoom.

Members' Corner 2023

short (10 -15 mins) practical presentations - by members for members

Jan	My 25 year H&S journey - Paul Singh
Feb	When an Inspector Calls– Wayne Bishop
Mar	Lighthouse Club - Marisa Firkins
Sept	The Common Assessment Standard – Stephen Pearson
Nov	C-ILM Leadership and Management in Construction - Daljit Sharma



Paul Singh – 25 Years in H&S

Examples of other content of Monthly Events and Newsletters



Hazard Spotting Picture



Presentation Notes / Slides



HSE Inspection Campaign



Member Benefits

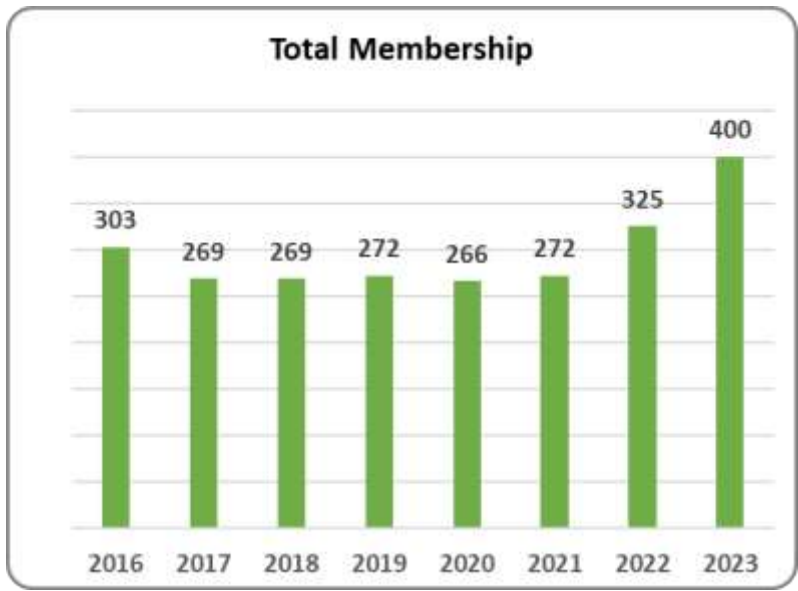


HSE Information

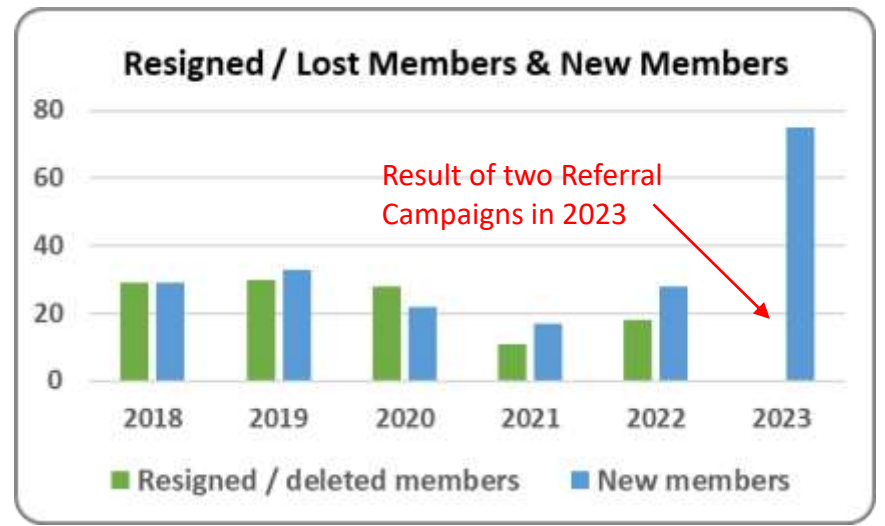
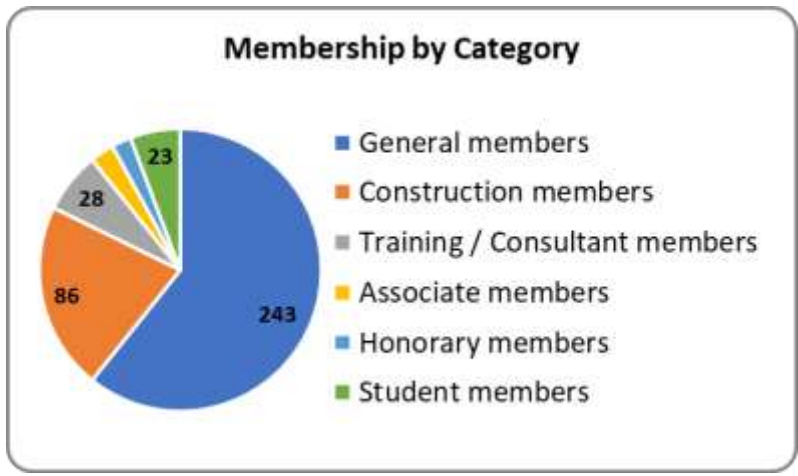


BHSEA 2023 Awards

Membership - at year end (31 December)



Members networking prior to start of monthly event



2023 Members' Feedback

“Excellent presenters, really informative and engaging”
(VS – 13/11/2023)

“An excellent practical demo of CAT & Genny, hands on experts are always useful”
(KD – 13/03/2023)

“Great practical examples and recap of basic principles”
(CH– 13/03/2023)

“Overall, a very interesting meeting. New things to think about regarding land contamination” RC – 09/10/2023

“Enjoyed the Awards Ceremony, great way to celebrate member input and achievements” – PD – 11/12/2023

Key Contacts and Supporters

Supporters and Key Contacts



Safety Groups UK



The Health and Safety Executive



Birmingham City Council



Construction Industry Training Board

Make UK (formerly EEF)



Royal Society for Prevention of Accidents

Equans



Construction 'Working Well Together' (WWT)

Bevan Brittan



Human Focus

Federation of Master Builders



British Safety Industry Federation

City of Wolverhampton College

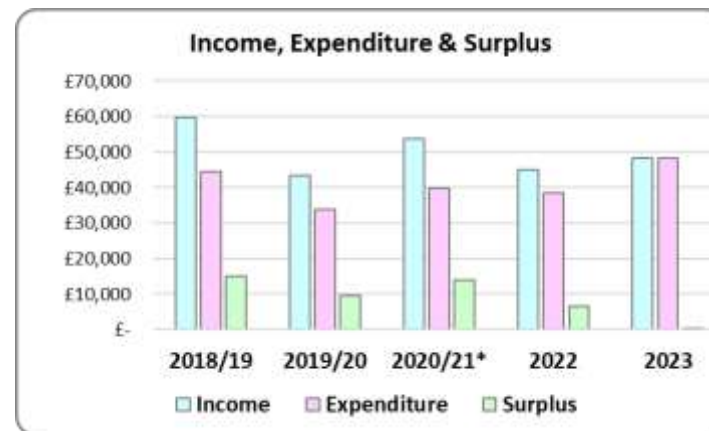


Speller Metcalfe

Income & Expenditure Summary 2023

Income & Expenditure - from 'independently examined' Accounts					
Income and Expenditure	2018/19	2019/20	2020/21*	2022	2023
Income from Investments					
Bank interest	£ 1,829	£ 62	-	-	-
Dividends received	£45,887	£41,714	£53,614	£ 44,900	£ 48,268
Income from Charitable activities					
Subscriptions	£ 9,760	£ 1,725	-	-	-
Donations	-	-	-	-	-
Training and conferences	£ 2,142	-	-	-	-
Total income	£ 59,618	£43,501	£53,614	£ 44,900	£ 48,268
Expenditure - Management Fees					
Portfolio management	£ 4,929	£ 4,016	£ 8,175	£ 6,597	£ 5,953
Expenditure - Charitable Activities					
Secretary's fees	£13,489	£11,318	£19,613	£ 15,593	£ 14,527
Admin assistant fees	£ 5,166	£ 2,272	-	-	-
Operating expenses	£15,969	£11,675	£ 8,255	£ 10,528	£ 17,299
Marketing Consultancy	-	-	-	£ 2,350	£ 5,877
Printing & stationery	£ 522	£ 575	£ 306	£ 233	£ 215
Other expenditure	£ 1,075	£ 1,113	£ 836	£ 352	£ 971
Expenditure - Governance:					
Accountancy	£ 1,247	£ 725	£ 410	£ 225	£ 600
Independent examination	£ 2,200	£ 2,150	£ 2,150	£ 2,550	£ 2,750
Total expenditure	£ 44,597	£33,844	£39,745	£ 38,428	£ 48,192
Surplus (Income - Expenditure)	£ 15,021	£ 9,657	£13,869	£ 6,472	£ 76

* 2020/21 – 15-month period



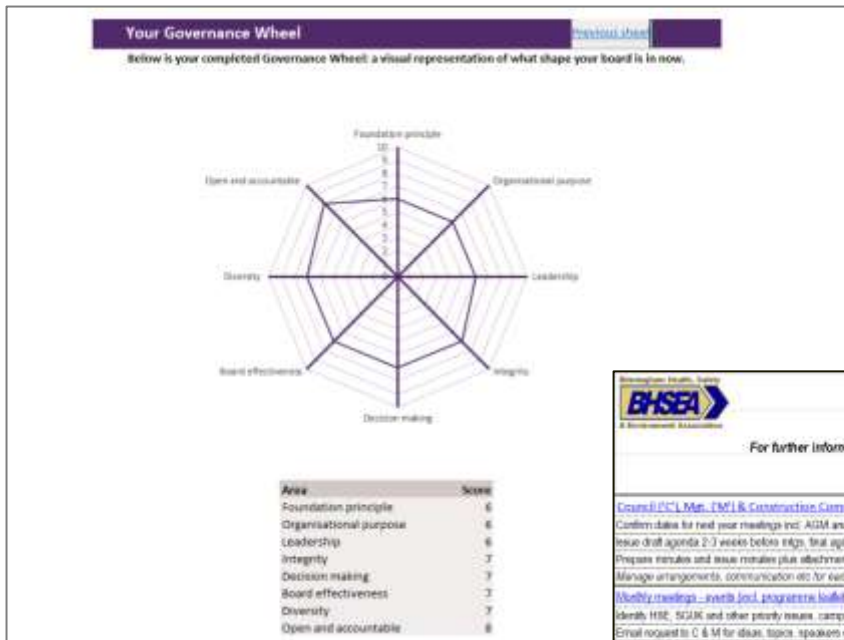
- Investment income recovered somewhat
- Expenditure on event venue doubled due to rising prices and addition of Mock Trial.
- Expenditure on Marketing Consultancy and Website Development
- Membership subscriptions postponed until January 2024
- Cash in the bank £115k; an increased buffer for uncertain times.
- Financial position enables future increase in BHSEA services, initiatives and reach in furtherance of its charitable aims.

Governance and Management (1)

- ▶ Articles of Association guide the way the Association is run and managed, and the Association continues to operate taking due account of Charities Commission rules, regulations and guidelines including those related to public benefit.
- ▶ Appropriate information, guidance and NCVO training is provided to new and existing Trustees, Management Committee and Council members.
- ▶ Recruitment and appointment of Honorary Officers / trustees (and others) is via nominations and member's votes at AGMs (details in the Articles).
- ▶ Both the EFQM business excellence model and NCVO Governance Wheel provide a framework for excellence, continuous improvement and good governance and the BHSEA 'Event / Activity Calendar' helps ensure that all needs and requirements are identified and dealt with in a timely manner.
- ▶ Management attention is routinely given to risk issues including finance/investments, organisational arrangements & succession planning, membership numbers, communication technology/developments and value and public benefit from Association activities.
- ▶ Reserves policy (see Appendix) is to have circa £24k in the bank to cover operating expenses etc. However, at financial year end reserves £115k to fund other initiatives in pursuit of the Association objective, i.e. employment of Marketing Consultancy, increasing the number of Member Events and benefits which may be expected to absorb excess funds in the coming years.

Copies of documents and further details on BHSEA Website

Governance and Management (2)



← **‘Strategic Planning & Monitoring’ tool**
 - used to review the activities, performance and effectiveness of the Association and identify improvement opportunities, aims, objectives & priorities

Activity Calendar
 For further information, guidance and detailed Checklists click on links / main headings in left hand column

KEY: ■ - expected start and end of activity; ■ - preparation prior to an activity up to contacting 'presentor' (Activity bar / box may be shaded to show approximate % completion and track progress)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
General CCL Met. / FM' & Construction Committee / CCI Meetings												
Confirm dates for next year meetings incl AGM and email all IC, M & President												
Issue draft agenda 2-3 weeks before mtg, final agenda 1-2 weeks before												
Prepare minutes and issue minutes plus attachments												
Manage arrangements, communication etc for each meeting - see checklist												
Monthly meetings - events (incl. programme briefs)												
Identify HSE, SGUK and other priority issues, campaigns etc												
Email request to C & M for ideas, topics, speakers etc, and ask members												
Include on agenda and discuss at June 'C' meeting												
Prepare draft programme - send to C & M for comment (Note Harry Jacksons members)												
Finalise programme, review and update BHSEA website ('C' meeting)												
Send layout for printing												
Send background programme to all members together with AGM information												
Manage arrangements, communication etc for each meeting - see checklist												
WWT - SHADs (Working Well Together - Safety & Health Awareness Days)												
Establish programme in conjunction with CCWWT & publish												
Manage arrangements, communication etc for each event - see checklist												
Memberships including subscriptions and involving similar procedures												
Check / update member database												
Send out invoices (due date: 1st June)												
Send out reminders and chase outstanding												
WAT returns												
Prepare and submit WAT returns												
For details - see checklist												

‘Activity Calendar’
 - a tool to ensure actions are taken in a planned and timely manner. Linked guidance notes, tools & techniques indicate why, how, who etc.



Guidance / Procedure
 - example

WWT - SHADs (Working Well Together - Safety & Health Awareness Days) - Checklist

New / Action	Timing in weeks or day of the event	Who by (S = Secretariat, C = Chair, (any/all from = is (optional))	Notes and key to 'Who by'
Establish / confirm theme of the event	21 - 12	CC / WWT Group	
Establish lead person (S) and lead deputy (S/D) for SHAD	21 - 12	CC / WWT Group	Really theme to be published in annual programme (page 6, HSE lead person)
Risk / condition survey	21 - 12	BHSEA Secretary	
Prepare outline programme - collate by topic and contact president	21 - 10	L/D (BHSEA Sec)	Seasonal support from BHSEA Sec as may be required / requested
Identify 'star' for the event list	21 - 10	CC / WWT Group	(Star generally other Construction sector chap, 1 or 1/D)
Produce final brochure, final copy ready to print / forward on & design	21 - 10	BHSEA Secretary	Patrolled final but with established WWT branding and artwork
Send final WWT partners and CC members for approval distribution	21 - 8	BHSEA Secretary	CC members to circulate to their suppliers and contacts
Advertise event on WWT and HSE website	21 - 8	HSE	
Take bookings	21 - 4	L/D	L/D expected to maintain an active involvement throughout
Confirm WWT partners to attend final to all contacts etc	21 - 4	BHSEA Secretary	
Confirm WWT partners to attend final to all contacts etc	21 - 3	BHSEA Secretary	
Produce welcome slide, programme outline etc	21 - 3	BHSEA Secretary	Standard template to be produced which will then only require simple updating

Future Actions / Improvement Opportunities

- Extend the offering of Free Training Courses to BHSEA Members
- Developing Mentoring and Works Experience for Junior Members
- Further development and use of social media using LinkedIn, Facebook and WhatsApp.
- Continuation of reviewing and transferring documents to the new website.
- Developing website – Referral Campaigns and BHSEA Awards Page.
- Increase practical content at events – Introduce a Peer to Peer Q&A.
- Seeking further ways of promoting health and safety / BHSEA membership across the West Midlands Region and more diverse communities.
- Extending free first year membership offer more widely to Students.
- Re-introduce Membership Fees in 2024
- Further development, expansion and simplification of policies, procedures and guidance.
- Committee Team Building and Strategy Away Day.

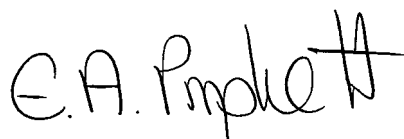
Trustees report approved

This report including financial statements were approved by the Board of Trustees via email:

- ▶ Trustee – Dalvinder Masaun
- ▶ Trustee - Andy Rolinson
- ▶ Trustee – Linda Ley

and signed on behalf of the Board by:

- ▶ Trustee – Elizabeth Prohett

Sig:  Date: 08/03/2024

Independent examiner's report to the trustees of Birmingham Health, Safety and Environment Association ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Mark Howell FCA

Nicklin Accountancy Services Limited
Church Court
Stourbridge Road
Halesowen
West Midlands
B63 3TT

Date: 11th March 2024

Birmingham Health, Safety and
Environment Association

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the year ended 31 December 2023

	Notes	2023 Unrestricted funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM			
Investment income	2	48,268	44,900
EXPENDITURE ON			
Raising funds	3	5,953	6,597
Charitable activities			
Health and safety information and advice		42,239	31,831
Total		48,192	38,428
Net gains/(losses) on investments		(19,763)	(71,012)
NET INCOME/(EXPENDITURE)		(19,687)	(64,540)
RECONCILIATION OF FUNDS			
Total funds brought forward		1,398,304	1,462,844
TOTAL FUNDS CARRIED FORWARD		1,378,617	1,398,304

Balance Sheet
31 December 2023

	Notes	2023 Unrestricted funds £	2022 Total funds £
FIXED ASSETS			
Tangible assets	7	1,070	1,070
Investments	8	1,260,071	1,285,242
		<u>1,261,141</u>	<u>1,286,312</u>
CURRENT ASSETS			
Debtors	9	1,929	2,502
Investments	10	4,669	4,607
Cash at bank		115,378	109,383
		<u>121,976</u>	<u>116,492</u>
CREDITORS			
Amounts falling due within one year	11	(4,500)	(4,500)
NET CURRENT ASSETS		<u>117,476</u>	<u>111,992</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,378,617</u>	<u>1,398,304</u>
NET ASSETS		<u>1,378,617</u>	<u>1,398,304</u>
FUNDS	12		
Unrestricted funds		1,378,617	1,398,304
TOTAL FUNDS		<u>1,378,617</u>	<u>1,398,304</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on08/03/2024 and were signed on its behalf by:


.....
E A Prohett - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Depreciation is not provided for on the regalia.

Investments

Investments are stated at fair value. Realised and unrealised gains and losses on investments are dealt with in the Statement of Financial Activities. Investment income plus recoverable tax credits is credited to income.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

All the funds of the charity are unrestricted so they are available for use at the discretion of the trustees in furtherance of the general activities of the charity.

There were no designated or restricted funds.

WWT Fund

This fund is maintained for the Working Well Together Construction Campaign.

Vat

The company has been registered for VAT since October 2000. Income and expenditure included in the Statement of Financial Activities are therefore shown net of VAT for this year, as are any capital purchases.

2. INVESTMENT INCOME	2023	2022
	£	£
Dividends received	<u>48,268</u>	<u>44,900</u>
3. RAISING FUNDS		
Investment management costs	2023	2022
	£	£
Portfolio management	<u>5,953</u>	<u>6,597</u>
4. NET INCOME/(EXPENDITURE)		
Net income/(expenditure) is stated after charging/(crediting):		
	2023	2022
	£	£
Independent examination	2,750	2,550
Other accountancy fees	<u>600</u>	<u>225</u>
5. TRUSTEES' REMUNERATION AND BENEFITS		
There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.		
Trustees' expenses		
Trustees' expenses of £178 (2022 year: £583) were paid for the period ended 31 December 2023.		
6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES		Unrestricted funds
		£
INCOME AND ENDOWMENTS FROM		
Investment income		<u>44,900</u>
EXPENDITURE ON		
Raising funds		6,597
Charitable activities		
Health and safety information and advice		<u>31,831</u>
Total		<u>38,428</u>
Net gains/(losses) on investments		<u>(71,012)</u>
NET INCOME/(EXPENDITURE)		(64,540)
RECONCILIATION OF FUNDS		
Total funds brought forward		<u>1,462,844</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>1,398,304</u></u>

Notes to the Financial Statements - continued
for the year ended 31 December 2023

7. TANGIBLE FIXED ASSETS

	Regalia £
COST	
At 1 January 2023 and 31 December 2023	<u>1,070</u>
NET BOOK VALUE	
At 31 December 2023	<u>1,070</u>
At 31 December 2022	<u>1,070</u>

8. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 January 2023	1,285,242
Additions	230,829
Disposals	(229,240)
Unrealised surpluses (losses)	(26,760)
At 31 December 2023	<u>1,260,071</u>
NET BOOK VALUE	
At 31 December 2023	<u>1,260,071</u>
At 31 December 2022	<u>1,285,242</u>

There were no investment assets outside the UK.

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Other debtors	<u>1,929</u>	<u>2,502</u>

10. CURRENT ASSET INVESTMENTS

	2023 £	2022 £
Investment deposits	<u>4,669</u>	<u>4,607</u>

Notes to the Financial Statements - continued
for the year ended 31 December 2023

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Accrued expenses	4,500	4,500

12. MOVEMENT IN FUNDS

	At 1.1.23	Net movement in funds	At 31.12.23
	£	£	£
Unrestricted funds			
General fund	1,395,586	(21,907)	1,373,679
WWT	2,718	2,220	4,938
	<u>1,398,304</u>	<u>(19,687)</u>	<u>1,378,617</u>
TOTAL FUNDS	<u>1,398,304</u>	<u>(19,687)</u>	<u>1,378,617</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	48,268	(50,412)	(19,763)	(21,907)
WWT	-	2,220	-	2,220
	<u>48,268</u>	<u>(48,192)</u>	<u>(19,763)</u>	<u>(19,687)</u>
TOTAL FUNDS	<u>48,268</u>	<u>(48,192)</u>	<u>(19,763)</u>	<u>(19,687)</u>

Comparatives for movement in funds

	At 1.1.22	Net movement in funds	At 31.12.22
	£	£	£
Unrestricted funds			
General fund	1,456,909	(61,323)	1,395,586
WWT	5,935	(3,217)	2,718
	<u>1,462,844</u>	<u>(64,540)</u>	<u>1,398,304</u>
TOTAL FUNDS	<u>1,462,844</u>	<u>(64,540)</u>	<u>1,398,304</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	44,900	(35,211)	(71,012)	(61,323)
WWT	-	(3,217)	-	(3,217)
	<u>44,900</u>	<u>(38,428)</u>	<u>(71,012)</u>	<u>(64,540)</u>
TOTAL FUNDS	<u>44,900</u>	<u>(38,428)</u>	<u>(71,012)</u>	<u>(64,540)</u>

Birmingham Health, Safety and
Environment Association

Notes to the Financial Statements - continued
for the year ended 31 December 2023

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

Appendices

- Revised Investment Policy including Reserves Policy 

Investment Policy including Reserves Policy (1)

Issue 8	page 1 of 2
Orig. SK	03.05.2002
Agreed by MC	20.06.2023

Investment Policy

1. Introduction

- 1.1 The Association's objective is to promote the health, safety, welfare and wellbeing of working people and the organisations they work for by facilitating networking, sharing, learning, the adoption of good practice and continuous improvement. This extends to an organisation's physical assets, the environment, and the community which it serves or in which it operates, with a focus on Birmingham and surrounding areas.
- 1.2 The Charity currently has about 280 subscription (donation) paying members and total assets of approximately £1.4m, mostly through investments.
- 1.3 The business of the Association is governed by Articles of Association which give decision making powers to the Management Committee including the power to invest moneys of the Association and to acquire and dispose of property.

2. Investment Objectives

- 2.1 To provide the best financial return within an acceptable level of risk.
- 2.2 To provide an income, to supplement the amount obtained from subscriptions, in order to fund the Association's activities and related expenditure as indicated by Annual Report and Accounts. Expenditure currently approx. £45k p.a.; subscriptions approx. £10k p.a.; total minimum income required from all investments therefore approx. £35k p.a.
- 2.3 To maintain the real capital value of the invested assets over the medium term (at least in line with inflation / RPI) in order to provide an adequate future income stream and secure the sustainability of the Association.

3. Risk

- 3.1 In order to meet the income requirement / target it is accepted that a medium risk strategy may be required.
- 3.2 Volatility, inflation and failure risk to be mitigated through a diversified mix of investments / asset classes and at least two investment bodies. (As of April 2022 – two bodies).
- 3.3 Inflation risk to be further mitigated through a significant proportion of investments in real assets.
- 3.4 Investment in property may be via investment funds and / or equities as part of a diversified portfolio.
- 3.5 Large direct investment(s) in property is to be avoided.
- 3.6 Due to a separate and significant investment being made into a charities property fund, other investment portfolio(s) should each have no more than 10% in property.
- 3.7 Financial Services Compensation Scheme compensation limit for cash deposits not to be exceeded, currently £85k per institution.

Investment Policy including Reserves Policy (2)



4. Reserves

- 4.1 Nine months expenditure / operating costs, less the amount obtained from subscriptions, to be kept as cash at the bank (approx. £24k) outside of any investment portfolios.
- 4.2 Twelve months expenditure / operating costs less subscriptions of approx. £10k, i.e. approx. £35k, to be realisable within 3 months. If this is likely to give rise to significant costs, penalties or close to full value not being realised, discussion will need to take place at the investment agreement / contract stage.

5. Ethicality

- 5.1 Investment managers should be signatories of the United Nations Principles for Responsible Investment (UNPRI) which outlines the principles for incorporating environmental, social and governance (ESG) issues into investment practice.
- 5.2 No direct investments which could be detrimental to the objective of the Association as outlined under Introduction.
- 5.3 Direct investments to be excluded include: gambling, alcohol, smoking, firearms, armaments, pornography and high interest rate lending.

6. Investment / Portfolio Management (incl. Discretionary Powers)

- 6.1 Every investment organisation / manager to be subject to a formal agreement / contract with the Association which identifies any specific terms and conditions in addition to the general terms in this Policy.
- 6.2 The formal agreement / contract will specify the nature of any discretionary powers.

7. Investment Decisions & Signatories (Internal procedures / controls)

- 7.1 Investment decisions will be made by the Management Committee. (As provided for by the Articles of Association, agreement may be obtained by postal or email means).
- 7.2 At least two trustee signatures are required to authorise transfer of money to investment funds.

8. Reporting and Monitoring

- 8.1 Investment performance including income, asset value, % income / return, all fees / charges, and cash on deposit to be reported to the Association (Secretary) quarterly.
- 8.2 A formal review by the Management Committee - with input from investment manager(s) - to take place at least once a year. The review should include: investment policy including ethicality, investment managers/organisations, performance, benchmark data, risks and outlook.

Wayne Bishop, Association Chair on behalf of the Trustees and Management Committee:

Signature: Date: 20/06/2023

BIRMINGHAM HEALTH SAFETY AND ENVIRONMENT ASSOCIATION

England & Wales - Charity number 255523

Accounts



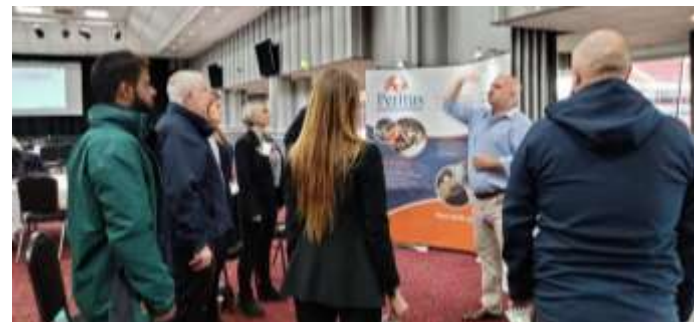
Registered Company No. 00925718 (England and Wales)
Registered Charity No. 255523

Aiming to make Health and Safety
Simple ✓ **Visual**  **Practical** 
and accessible to all

Annual Report & Accounts 2022

Financial Period: 1 January 2022– 31 December 2022

Programme / Events: 1 January 2022 – 31 December 2022



SK – 6 March 2023

Summary of activities and achievements

- Varied programme of ten monthly events, including eleven in-person events.
- Continued invitation to BHSEA webinars to all groups affiliated to Safety Groups UK.
- Attendance at in-person events, lower than expected, looking at ways to reverse this trend.
- Successful well attended Construction ‘Working Well Together’ (WWT) events held in May, September and November.
- Continued strong support from HSE (including January event and WWT events), Bevan Brittan, Speller Metcalfe and others.
- Significant contribution from Council and other members to ‘Members Corner’ slots.
- Continued ‘Coffee Shop’ events, although attendee numbers declining and in need of a refresh.
- Membership numbers largely the same for last five years.
- Appointment of Marketing Consultant to help formulate a new BHSEA Strategy to grow Membership.
- Membership subscriptions remained postponed until January 2024.
- Continued sound finances with investment income holding up despite investment falling in value. It is important to monitor the situation with regards to Investments performance.

Only achieved by the continuing voluntary effort by Trustees, Management and Council with support from others including Secretary Sarah Kenny.

Summary of Events - 2022

Details on following slides / pages

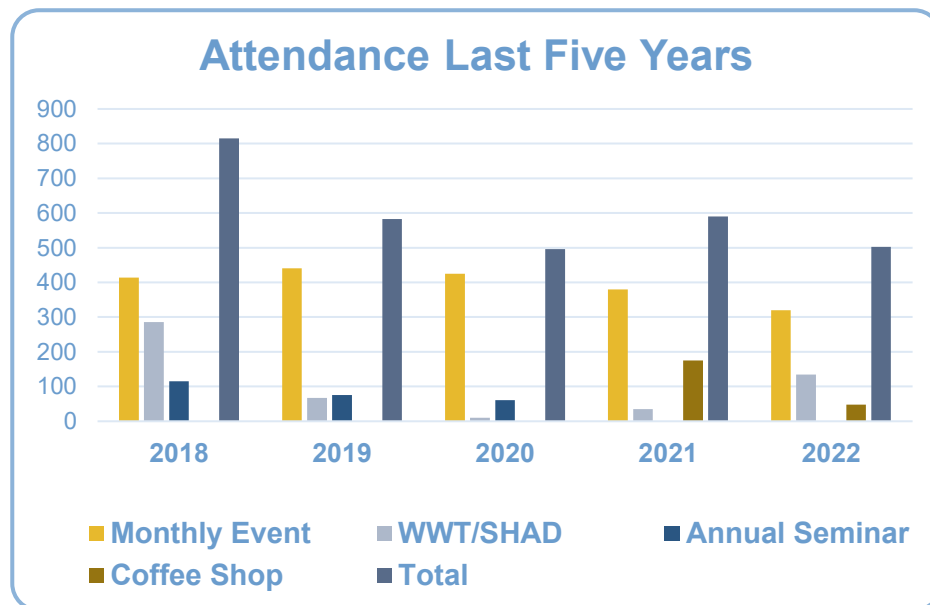
Type of event	Number of Events	Total Attendance
Monthly Meetings / Events	10	320
Construction / WWT-SHAD Events	3	134
Coffee Shop	11	48



AGM – Keynote Speaker – Kate Field - BSI

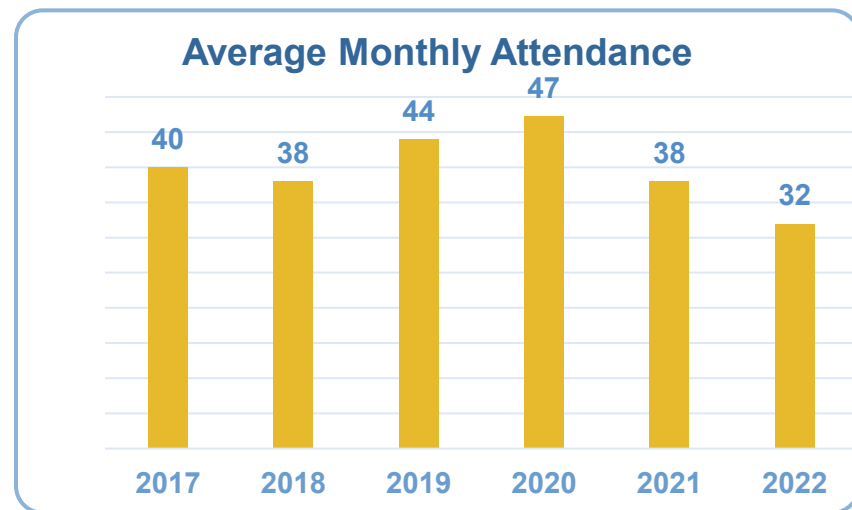
Note:

- Attendance at monthly events down, likely due to after effects of Covid and some reluctance to attend in-person events still.
- Attendance at WWT-SHAD events starting to pick up again, 73 at last event.
- Attendance at Coffee Shop has dropped off over 2022. In need of a refresh



Monthly Events 2022 and Attendance

Jan	Health & Safety Executive – Plans and priorities for 2022 and beyond		86
Feb	Lone and Remote Working		38
Mar	Construction Matters		24
Apr	Health, Welfare & Wellbeing - ISO 45003 – Audit preparation and practice		20
May	Transport		22
Jun	Legal Update, including Case Law, & Refresher		35
Sep	DSEAR and Chemical First Aid		31
Oct	Construction Matters – Work at Height		26
Nov	Environmental – Waste Management		26
Dec	Nestle Water, Members Challenges and Achievements – What, why and how		14



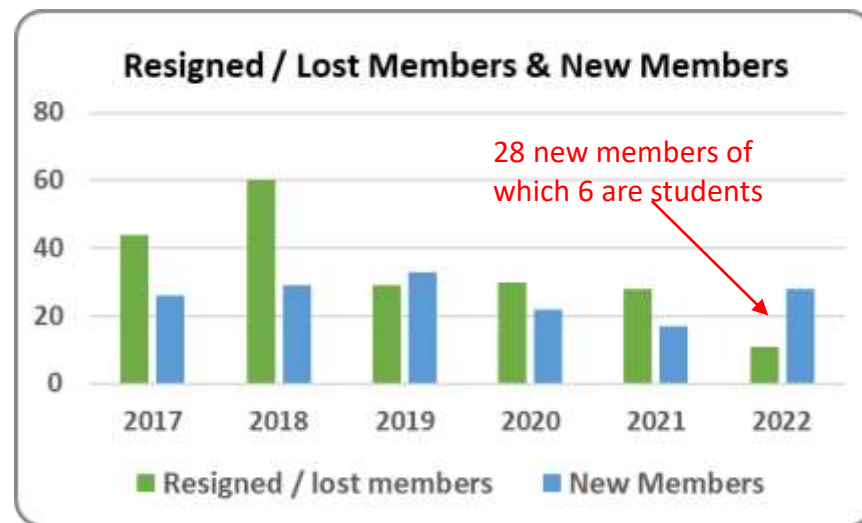
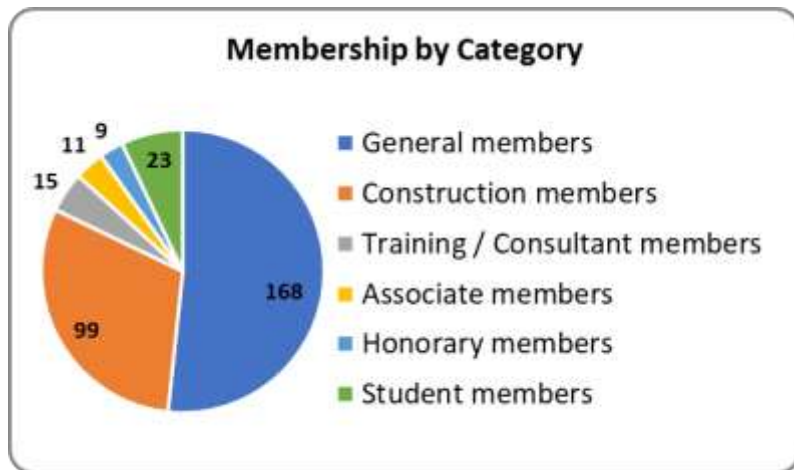
Webinar

Face-to-face

Membership - at year end (31 December)



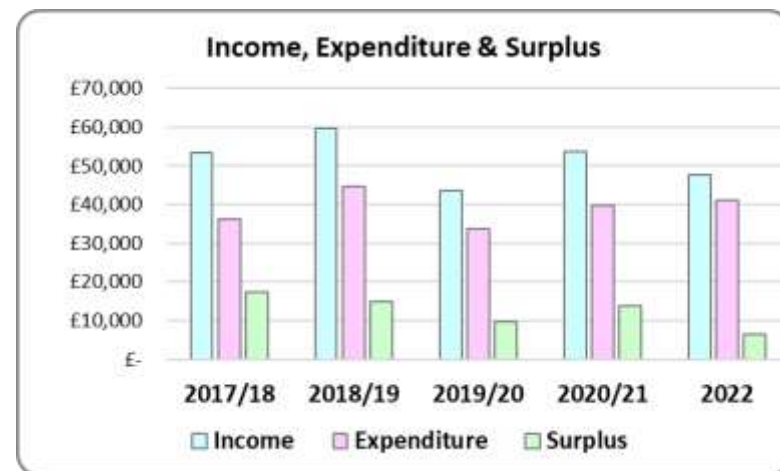
Members networking prior to start of monthly event



Income & Expenditure Summary 2022

Income & Expenditure - from 'independently examined' Accounts					
Income and Expenditure	2017/18	2018/19	2019/20	2020/21*	2022
Income from Investments					
Bank interest	£ 1,323	£ 1,829	£ 62	-	-
Dividends received	£42,758	£45,887	£41,714	£53,614	£ 44,900
Income from Charitable activities					
Subscriptions	£ 8,153	£ 9,760	£ 1,725	-	-
Donations	£ 200	-	-	-	-
Training and conferences	£ 1,000	£ 2,142	-	-	-
Total income	£53,434	£59,618	£43,501	£53,614	£ 44,900
Expenditure - Management Fees					
Portfolio management	£ 4,867	£ 4,929	£ 4,016	£ 8,175	£ 6,597
Expenditure - Charitable Activities					
Secretary's fees	£11,574	£13,489	£11,318	£19,613	£ 15,593
Admin assistant fees	£ 5,758	£ 5,166	£ 2,272	-	-
Operating expenses	£ 8,802	£15,969	£11,675	£ 8,255	£10,528
Marketing Consultancy	-	-	-	-	£ 2,350
Printing & stationery	£ 445	£ 522	£ 575	£ 306	£ 233
Other expenditure	£ 1,123	£ 1,075	£ 1,113	£ 836	£ 352
Expenditure - Governance:					
Accountancy	£ 1,420	£ 1,247	£ 725	£ 410	£ 225
Independent examination	£ 2,150	£ 2,200	£ 2,150	£ 2,150	£ 2,550
Total expenditure	£36,139	£44,597	£33,844	£39,745	£ 38,428
Surplus (Income - Expenditure)	£17,295	£15,021	£ 9,657	£13,869	£ 6,472

* 2020/21 – 15 month period



- Reduction in Investment income due to world events including war in Ukraine and energy crisis
- Increased expenditure on event venues due to rising prices.
- Expenditure on Marketing Consultancy
- Membership subscriptions postponed until January 2024
- Cash in the bank £109k; an increased buffer for uncertain times.
- Financial position enables future increase in BHSEA services, initiatives and reach in furtherance of its charitable aims.

Future Actions / Improvement Opportunities

- Further development of hybrid events – in-person plus virtual (Zoom).
- Recording and publishing of virtual / hybrid monthly events and refreshing Coffee Shop.
- Utilising surplus to help further the BHSEA objective / public benefit.
- Further development and use of social media using LinkedIn, Facebook and WhatsApp.
- Continuation of reviewing and transferring documents to the new website.
- Developing website 'Training' section / service with training / consultant members.
- Increasing practical content at events - exercises, scenarios, questionnaires etc.
- Seeking further ways of promoting health and safety / BHSEA membership across the West Midlands Region and more diverse communities.
- Extending free first year membership offer more widely until January 2024.
- Further development and simplification of policies, procedures and guidance.
- Moving to online banking.

To be updated

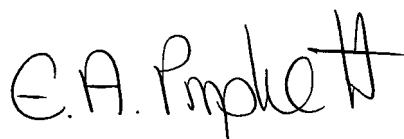
Trustees report approved

This report including financial statements were approved by the Board of Trustees via email:

- ▶ Trustee – Dalvinder Masaun (02/03/2023)
- ▶ Trustee - Andy Rolinson (06/03/2023)
- ▶ Trustee – Linda Ley (08/03/2023)

and signed on behalf of the Board by:

- ▶ Trustee – Elizabeth Prohett

Sig:  Date: 07/03/2023

Independent Examiner's Report to the Trustees of
Birmingham Health, Safety and
Environment Association

Independent examiner's report to the trustees of Birmingham Health, Safety and Environment Association ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Mark Howell FCA
Institute of Chartered Accountants in England and Wales
Nicklin LLP
Church Court
Stourbridge Road
Halesowen
West Midlands
B63 3TT

Date: 9th March 2023

Birmingham Health, Safety and
Environment Association

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the year ended 31 December 2022

	Notes	Year Ended 31.12.22 Unrestricted funds £	Period 1.10.20 to 31.12.21 Total funds £
INCOME AND ENDOWMENTS FROM			
Investment income	2	44,900	53,614
EXPENDITURE ON			
Raising funds	3	6,597	8,175
Charitable activities			
Health and safety information and advice		31,831	31,570
Total		<u>38,428</u>	<u>39,745</u>
Net gains/(losses) on investments		(71,012)	193,447
NET INCOME/(EXPENDITURE)		(64,540)	207,316
RECONCILIATION OF FUNDS			
Total funds brought forward		1,462,844	1,255,528
TOTAL FUNDS CARRIED FORWARD		<u>1,398,304</u>	<u>1,462,844</u>

Birmingham Health, Safety and Environment Association

Balance Sheet
31 December 2022

	Notes	2022 Unrestricted funds £	2021 Total funds £
FIXED ASSETS			
Tangible assets	7	1,070	1,070
Investments	8	<u>1,285,242</u>	<u>1,345,291</u>
		1,286,312	1,346,361
CURRENT ASSETS			
Debtors	9	2,502	2,093
Investments	10	4,607	22,123
Cash at bank and in hand		<u>109,383</u>	<u>96,267</u>
		116,492	120,483
CREDITORS			
Amounts falling due within one year	11	<u>(4,500)</u>	<u>(4,000)</u>
		111,992	116,483
NET CURRENT ASSETS		<u>111,992</u>	<u>116,483</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,398,304</u>	<u>1,462,844</u>
NET ASSETS		<u>1,398,304</u>	<u>1,462,844</u>
FUNDS			
Unrestricted funds	12	<u>1,398,304</u>	<u>1,462,844</u>
TOTAL FUNDS		<u>1,398,304</u>	<u>1,462,844</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 7/3/23 and were signed on its behalf by:

E.A. Pople

Trustee

The notes form part of these financial statements

Birmingham Health, Safety and Environment Association

Notes to the Financial Statements
for the year ended 31 December 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is not provided for on the regalia.

Investments

Investments are stated at fair value. Realised and unrealised gains and losses on investments are dealt with in the Statement of Financial Activities. Investment income plus recoverable tax credits is credited to income.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

All the funds of the charity are unrestricted so they are available for use at the discretion of the trustees in furtherance of the general activities of the charity.

There were no designated or restricted funds.

WWT Fund

This fund is maintained for the Working Well Together Construction Campaign.

Vat

The company has been registered for VAT since October 2006. Income and expenditure included in the Statement of Financial Activities are therefore shown net of VAT for this year, as are any capital purchases.

2. INVESTMENT INCOME

	Year Ended 31.12.22	Period 1.10.20 to 31.12.21
Dividends received	<u>£ 44,900</u>	<u>£ 53,614</u>

Notes to the Financial Statements - continued for the year ended 31 December 2022

3. RAISING FUNDS

Investment management costs

	Year Ended 31.12.22 £	Period 1.10.20 to 31.12.21 £
Portfolio management	<u>6,597</u>	<u>8,175</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	Year Ended 31.12.22 £	Period 1.10.20 to 31.12.21 £
Independent examination	2,550	2,150
Other accountancy fees	<u>225</u>	<u>450</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the period ended 31 December 2021.

Trustees' expenses

Trustees' expenses of £583 (2021 year: £793) were paid for the period ended 31 December 2022.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £
INCOME AND ENDOWMENTS FROM	
Investment income	<u>53,614</u>
EXPENDITURE ON	
Raising funds	8,175
Charitable activities	
Health and safety information and advice	<u>31,570</u>
Total	<u>39,745</u>
Net gains on investments	<u>193,447</u>
NET INCOME	207,316
RECONCILIATION OF FUNDS	
Total funds brought forward	<u>1,255,528</u>
TOTAL FUNDS CARRIED FORWARD	<u>1,462,844</u>

continued...

Notes to the Financial Statements - continued for the year ended 31 December 2022

7. TANGIBLE FIXED ASSETS

COST

At 1 January 2022 and 31 December 2022

NET BOOK VALUE

At 31 December 2022

At 31 December 2021

Regalia
£

1,070

1,070

1,070

8. FIXED ASSET INVESTMENTS

MARKET VALUE

At 1 January 2022

Additions

Disposals

Unrealised surpluses (losses)

At 31 December 2022

NET BOOK VALUE

At 31 December 2022

At 31 December 2021

Listed
investments
£

1,345,291

285,977

(278,336)

(67,690)

1,285,242

1,285,242

1,345,291

There were no investment assets outside the UK.

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Other debtors	<u>2,502</u>	<u>2,093</u>

10. CURRENT ASSET INVESTMENTS

	2022 £	2021 £
Investment deposits	<u>4,607</u>	<u>22,123</u>

continued...

Notes to the Financial Statements - continued
for the year ended 31 December 2022

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Accrued expenses	<u>4,500</u>	<u>4,000</u>

12. MOVEMENT IN FUNDS

	At 1.1.22	Net movement in funds	At 31.12.22
	£	£	£
Unrestricted funds			
General fund	1,456,909	(61,323)	1,395,586
WWT	<u>5,935</u>	<u>(3,217)</u>	<u>2,718</u>
	<u>1,462,844</u>	<u>(64,540)</u>	<u>1,398,304</u>
TOTAL FUNDS	<u>1,462,844</u>	<u>(64,540)</u>	<u>1,398,304</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	44,900	(35,211)	(71,012)	(61,323)
WWT	-	<u>(3,217)</u>	-	<u>(3,217)</u>
	<u>44,900</u>	<u>(38,428)</u>	<u>(71,012)</u>	<u>(64,540)</u>
TOTAL FUNDS	<u>44,900</u>	<u>(38,428)</u>	<u>(71,012)</u>	<u>(64,540)</u>

Comparatives for movement in funds

	At 1.10.20	Net movement in funds	At 31.12.21
	£	£	£
Unrestricted funds			
General fund	1,249,593	207,316	1,456,909
WWT	<u>5,935</u>	-	<u>5,935</u>
	<u>1,255,528</u>	<u>207,316</u>	<u>1,462,844</u>
TOTAL FUNDS	<u>1,255,528</u>	<u>207,316</u>	<u>1,462,844</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	53,614	(39,745)	193,447	207,316
	<u>53,614</u>	<u>(39,745)</u>	<u>193,447</u>	<u>207,316</u>
TOTAL FUNDS	<u>53,614</u>	<u>(39,745)</u>	<u>193,447</u>	<u>207,316</u>

Notes to the Financial Statements - continued
for the year ended 31 December 2022

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2022.

continued...

Appendices

- Revised Investment Policy including Reserves Policy 

Investment Policy including Reserves Policy (1)

Issue 7	page 1 of 2
Orig. GGA/SK	12.04.2022
Agreed by MC	03.05.2022

Investment Policy

1. Introduction

- 1.1 The Association's objective is to promote the health, safety, welfare and wellbeing of working people and the organisations they work for by facilitating networking, sharing, learning, the adoption of good practice and continuous improvement. This extends to an organisation's physical assets, the environment, and the community which it serves or in which it operates, with a focus on Birmingham and surrounding areas.
- 1.2 The Charity currently has about 280 subscription (donation) paying members and total assets of approximately £1.4m, mostly through investments.
- 1.3 The business of the Association is governed by Articles of Association which give decision making powers to the Management Committee including the power to invest moneys of the Association and to acquire and dispose of property.

2. Investment Objectives

- 2.1 To provide the best financial return within an acceptable level of risk.
- 2.2 To provide an income, to supplement the amount obtained from subscriptions, in order to fund the Association's activities and related expenditure as indicated by Annual Report and Accounts. Expenditure currently approx. £45k p.a.; subscriptions approx. £10k p.a.; total minimum income required from all investments therefore approx. £35k p.a.
- 2.3 To maintain the real capital value of the invested assets over the medium term (at least in line with inflation / RPI) in order to provide an adequate future income stream and secure the sustainability of the Association.

3. Risk

- 3.1 In order to meet the income requirement / target it is accepted that a medium risk strategy may be required.
- 3.2 Volatility, inflation and failure risk to be mitigated through a diversified mix of investments / asset classes and at least two investment bodies. (As of April 2022 – two bodies).
- 3.3 Inflation risk to be further mitigated through a significant proportion of investments in real assets.
- 3.4 Investment in property may be via investment funds and / or equities as part of a diversified portfolio.
- 3.5 Large direct investment(s) in property is to be avoided.
- 3.6 Due to a separate and significant investment being made into a charities property fund, other investment portfolio(s) should each have no more than 10% in property.
- 3.7 Financial Services Compensation Scheme compensation limit for cash deposits not to be exceeded, currently £85k per institution.

Investment Policy including Reserves Policy (2)



4. Reserves

- 4.1 Nine months expenditure / operating costs, less the amount obtained from subscriptions, to be kept as cash at the bank (approx. £24k) outside of any investment portfolios.
- 4.2 Twelve months expenditure / operating costs less subscriptions of approx. £10k, i.e. approx. £35k, to be realisable within 3 months. If this is likely to give rise to significant costs, penalties or close to full value not being realised, discussion will need to take place at the investment agreement / contract stage.

5. Ethicality

- 5.1 Investment managers should be signatories of the United Nations Principles for Responsible Investment (UNPRI) which outlines the principles for incorporating environmental, social and governance (ESG) issues into investment practice.
- 5.2 No direct investments which could be detrimental to the objective of the Association as outlined under Introduction.
- 5.3 Direct investments to be excluded include: gambling, alcohol, smoking, firearms, armaments, pornography and high interest rate lending.

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- 6.1 Every investment organisation / manager to be subject to a formal agreement / contract with the Association which identifies any specific terms and conditions in addition to the general terms in this Policy.
- 6.2 The formal agreement / contract will specify the nature of any discretionary powers.

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- 7.1 Investment decisions will be made by the Management Committee. (As provided for by the Articles of Association, agreement may be obtained by postal or email means).
- 7.2 At least two trustee signatures are required to authorise transfer of money to investment funds.

8. Reporting and Monitoring

- 8.1 Investment performance including income, asset value, % income / return, all fees / charges, and cash on deposit to be reported to the Association (Secretary) quarterly.
- 8.2 A formal review by the Management Committee - with input from investment manager(s) - to take place at least once a year. The review should include: investment policy including ethicality, investment managers/organisations, performance, benchmark data, risks and outlook.

Stephen Betts, Association Chair on behalf of the Trustees (A Kempton, A Rolinson, G Allcock, L Prophet, D Masaun) / Management Committee:

Signature: Date: 15/06/2022

BIRMINGHAM HEALTH SAFETY AND ENVIRONMENT ASSOCIATION

England & Wales - Charity number 255523

Accounts



Birmingham Health, Safety & Environment Association

A forum that helps to protect people & safeguard your business



Registered Company No. 00925718 (England and Wales)
Registered Charity No. 255523

*Aiming to make Health and Safety
Simple ✓ Visual 👁 Practical 🛠
and accessible to all*

Annual Report & Accounts 2020/21

Financial Period: 1 October 2020 – 31 December 2021 (15 month period)

Programme / Events: 1 January 2021 – 31 December 2021



GA/SK – 8 March 2022





Contents

Report of the Trustees with Introduction by the Chair 

Income & Expenditure Summary 

Independent Examiners Report, Accounts and Balance Sheet 

Appendices 



Report and thoughts from the Chair

Another year of having to deal with and work around Covid. And now the world has a potentially far more serious risk. For many people not so much a risk as a terrible reality.

The affairs of the Association and its members seem trivial by comparison.

Again, for most of the year our events were held virtually via Zoom but as the Covid risk and restrictions eased we were able to re-commence face-to-face events in September.

Also in September we ran the first ‘hands-on’ / practical Construction WWT-SHAD event in almost two years.

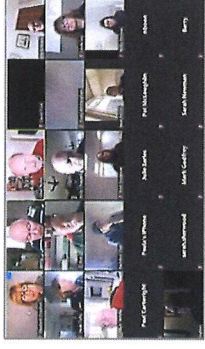
However, with the advent of the Omicron variant we soon had to revert to Zoom events but we hope that from March onward, including the AGM in April, we will be back to face-to-face events and the strong networking opportunities that these provide.

The virtual ‘Coffee Shop’, launched during the darker days of Covid, has continued as a regular feature, with members and others joining to stay in touch and discuss issues of interest.

We will continue to explore and utilise the benefits that virtual or hybrid tools and techniques can provide for both events and for the administration of Association affairs.

Finally I would like to thank you all for sticking with us during these difficult times and hope we can continue to share, learn and work together in pursuit of our shared goals.

George Allcock – BHSEA Chair March 2022



Use of Zoom for the January 2021 AGM and most other events during the year

Association Objective

To promote the health, safety, welfare and wellbeing of working people and the organisations they work for by facilitating networking, sharing, learning, the adoption of good practice and continuous improvement.

This extends to an organisation's physical assets, the environment, and the community which it serves or in which it operates with a focus on Birmingham and surrounding areas.

‘Welfare’ means facilities and provisions that are necessary for the comfort, convenience and wellbeing of working people such as washing, toilet, rest and changing facilities and somewhere clean to eat and drink during breaks.

‘Wellbeing’ means a good or satisfactory condition of existence or state characterised by health, happiness and prosperity determined primarily by work and which can be influenced by workplace interventions.



Summary of activities and achievements

- Varied programme of ten monthly events, including three face-to-face events.
- Continued invitation to BHSEA webinars to all groups affiliated to Safety Groups UK.
- Attendance at face-to-face events, lower than expected, probably due to Covid concerns.
- Successful well attended Construction ‘Working Well Together’ (WWT) event held in September.
- Continued strong support from HSE (including AGM keynote), Pinsent Masons and others.
- Significant contribution from Council and other members to ‘Members Corner’ slots.
- Continued ‘Coffee Shop’ events, first introduced in the early stages of Covid.
- Membership numbers largely the same for last five years.
- Launch of new website with improved event graphics and on-line registration.
- Membership subscriptions remained postponed until face-to-face events fully established.
- Continued sound finances with investment income holding up well in spite of effects of Covid.
- Fiscal year changed to bring it in line with the BHSEA programme calendar year.
- Recruitment of new Secretary, Sarah Kenny, plus Honorary Officer nominations (new blood).



New website
Home page

Only achieved by the continuing voluntary effort by Trustees, Management and Council with support from others including Secretaries Liz Prohett and Sarah Kenny.



Organisation Information 2020/21

Registered office	Church Court, Stourbridge Road, Halesowen, West Midlands, B63 3TT
Registration	Company No. 00925718. Incorporation date: 11 January 1968 Charity Commission Registration No. 255523.
Governing documents	Memorandum of Association (As revised at AGM - 8 January 2001); Articles of Association (As revised at AGM - 11 January 2021)
President	Rosi Edwards - appointed February 2016
Trustees	Mr G Allcock - Chair; Mr D Hughes - Vice Chair; Mr A Rolinson - Construction Section Chair; Mr D Masaun - Vice President
Secretary	Miss E A Prophet; Mrs S Kenny (Appointed 19 April 2021)
Independent Examiner	Mr M Howell, Nicklin LLP, Halesowen, West Midlands, B63 3TT
Bank	Lloyds, Edgbaston, Birmingham, B15 1QL
Stockbrokers / Investment Manager(s)	Charity Property Fund (Savills) Brewin Dolphin



Organisation Structure 2020/21

President	Rosi Edwards	<i>Non-Executive Director, Wolverhampton NHS Trust; ex. Regional Director, HSE Wales, Midlands and South West Region</i>	
Trustees / Honorary Officers (directing)	George Allcock - Chair David Hughes - Vice Chair Andy Rolinson - Construction Chair Dalvinder Masaun - Vice President (Previous Chair)	Management Committee (managing) – Trustees plus ↓	Linda Ley Louise Mansfield Mike Morton <i>Anu Spratley (Resigned July 2021)</i> Ralph Weaver – Construction Vice Chair
		Council (advising) – Management Comm. plus ↓	John Jones Ken Davies <i>Malcolm Copson (resigned Dec. 2020)</i> Paula Duffy Stephen Betts Tony Kempton Greg Ward (Co-opted June 2020) Lisa Rollinson (Co-opted Jan 2021)
		Other Council - co-opted	HSE representative to be confirmed <i>Terry Mallard (Resigned Sept. 2021)</i>
Secretary: Liz Prophett; Sarah Kenny (Appointed 19 April 2021)			



Summary of Events - 2021

Details on following slides / pages

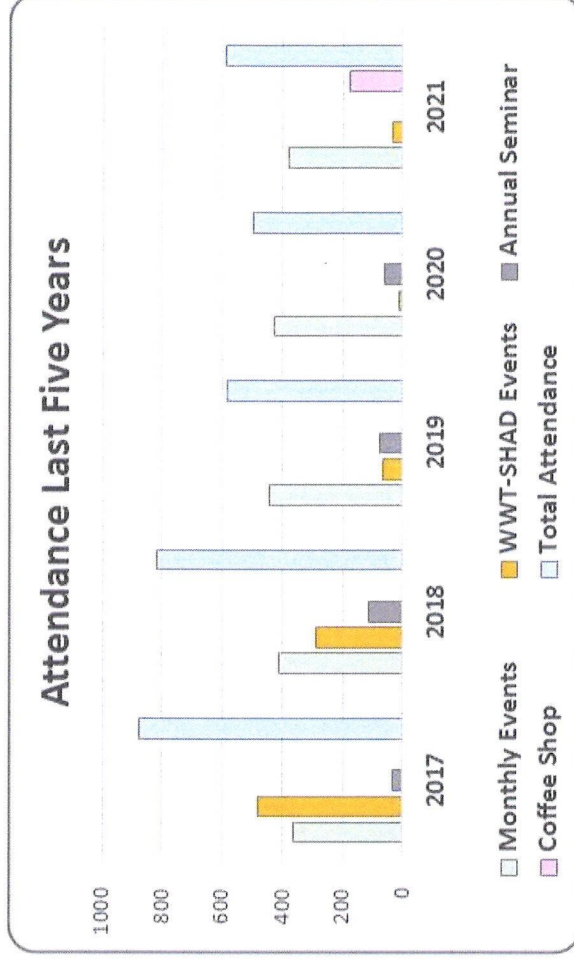
Type of event	Number of Events	Total Attendance
Monthly Meetings / Events	10	380
Construction / WWT-SHAD Events	1	35
Coffee Shop	25	175










AGM / HSE Keynote: Tony Mitchell - January 2020 (face-to-face); Alan Craddock - January 2021 (virtual via Zoom)

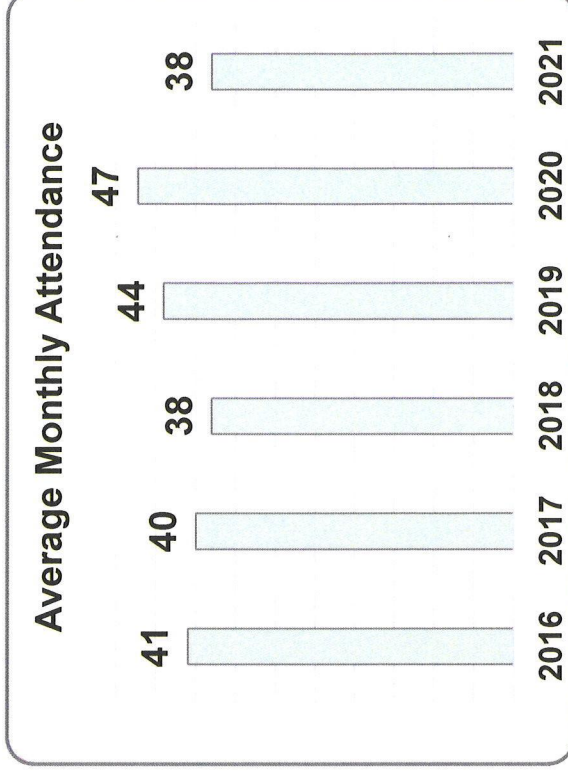
Note:

- Attendance at monthly events slightly down, likely due to Covid and some reluctance to attend face-to-face events.
- Decline in WWT-SHAD events / attendance since a peak in 2017 exacerbated by Covid.
- Coffee Shop (virtual events via Zoom) introduced during Covid lockdown in 2020, included for the first time.



Monthly Events 2021 and Attendance

Jan	AGM + HSE Keynote		63
Feb	HS&E: Use of Technology and Social Media		27
Mar	Construction Matters: Health Inspections, WWT & Building Safety Regs		62
Apr	Health, Welfare and Wellbeing in Practice		54
May	Behaviour Based Safety		33
Jun	Legal Update, including Case Law, & Refresher		45
Sep	Duty to Maintain - EHS Compliance Tool		22
Oct	Construction Matters		21
Nov	Fire and Security Risk Management		32
Dec	Members Challenges and Achievements – What, why and how		21



 Webinar

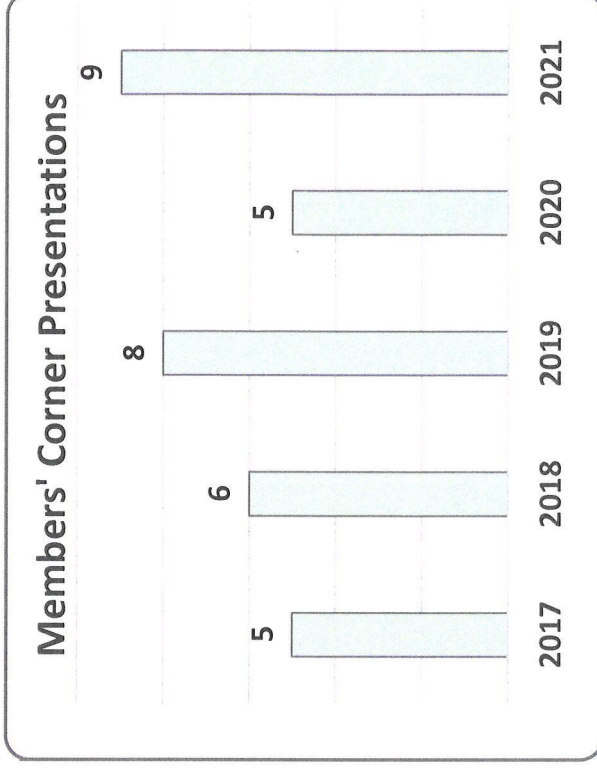
 Face-to-face



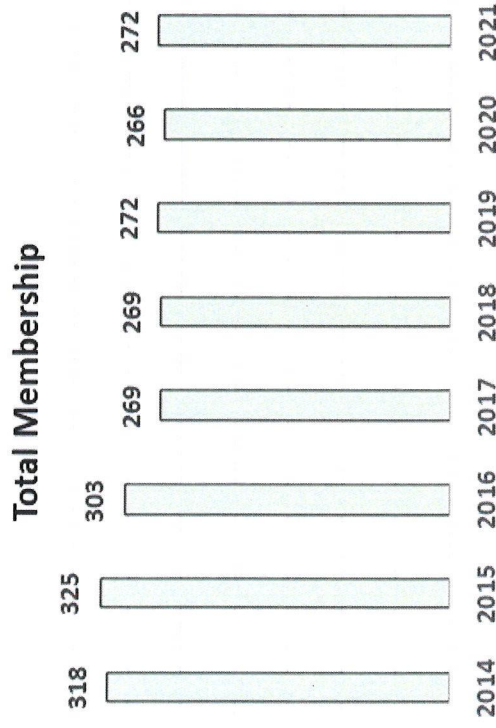
Members' Corner 2021

short (10 -15 mins) practical presentations - by members for members

Jan	Working from Home - <i>Linda Ley</i>
Feb	Social Media - <i>Ralph Weaver</i>
Apr	Supporting Menopause: Workplace & Beyond - <i>Linda Ley</i>
May	Covid Lateral Flow Testing - <i>Lisa Rollinson</i>
Jun	A Local Authority Court Case – <i>Terry Mallard</i>
Sep	The new BHSEA website - <i>George Allcock & Sarah Kenny</i>
Dec	Mental Health in the Workplace - <i>Isaac Adu</i> H&S Security in Unoccupied Buildings - <i>Louise Mansfield</i> Construction in 2021 - <i>Norman Davies & Wayne Bishop</i>

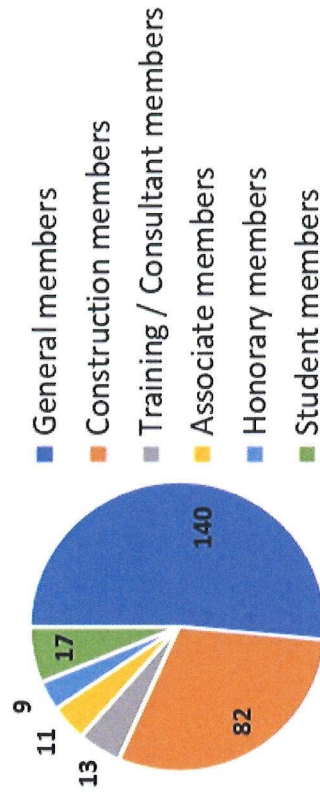


Membership - at year end (31 December)

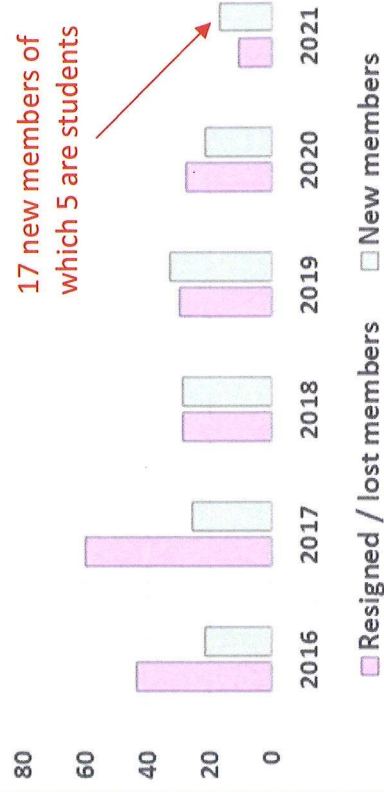


Members networking prior to start of monthly event

Membership by Category



Resigned / Lost Members & New Members





Members' Feedback

"Just to say a very big thank you to you and George and Ralph and BHSEA for an excellent webinar on TG20-21, we're pleased to be Members"
Norman Davies, Speller Metcalfe

"another insightful session by the HSE and CITB. BHSEA is definitely leading the way compared to some other regions....."
Sadie Bryan, AXA Insurance

"the meeting (webinar) today was very interesting and useful.....Thank you to you all for organising these virtual sessions – today was very effective".
Graeme Saunders, Pilkington Automotive

"Excellent topics and talks"
Paul Cartwright C G Reynolds

"Very good and informative information provided by excellent speakers"
Bachitter Chair Health, Safety & Facilities Manager, St Basils



Key Contacts and Supporters



Safety Groups UK



The Health and Safety Executive



Birmingham City Council



Construction Industry Training Board



Make UK (formerly EEF)



Royal Society for Prevention of Accidents



Engie Regeneration Ltd



Construction 'Working Well Together' (WWT)*



Plinsent Masons

Human Focus

Cathedral Hygiene Cathedral Hygiene



Federation of Master Builders

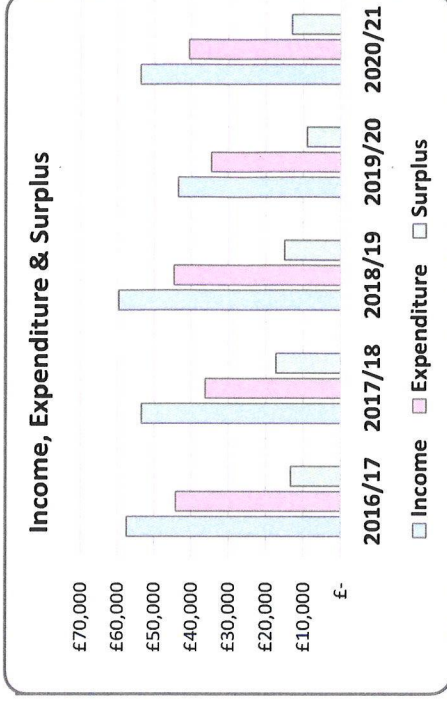


British Safety Industry Federation



Income & Expenditure Summary 2020/21 (15 months)

Income and Expenditure	2016/17	2017/18	2018/19	2019/20	2020/21
Income from Investments					
Bank interest	£ 529	£ 1,323	£ 1,829	£ 62	-
Dividends received	£ 39,926	£ 42,758	£ 45,887	£ 41,714	£ 53,614
Income from Charitable activities					
Subscriptions	£ 13,662	£ 8,153	£ 9,760	£ 1,725	-
Donations	-	£ 200	-	-	-
Training and conferences	£ 3,370	£ 1,000	£ 2,142	-	-
Total income	£ 57,487	£ 53,434	£ 59,618	£ 43,501	£ 53,614
Expenditure - Management Fees					
Portfolio management	£ 4,289	£ 4,867	£ 4,929	£ 4,016	£ 8,175
Expenditure - Charitable Activities					
Secretary's fees	£ 14,769	£ 11,574	£ 13,489	£ 11,318	£ 19,613
Admin assistant fees	£ 5,395	£ 5,758	£ 5,166	£ 2,272	-
Operating expenses	£ 10,545	£ 8,802	£ 15,969	£ 11,675	£ 8,255
Quinton	£ 3,640	-	-	-	-
Printing & stationery	£ 928	£ 445	£ 522	£ 575	£ 306
Other expenditure	£ 1,334	£ 1,123	£ 1,075	£ 1,113	£ 836
Expenditure - Governance:					
Accountancy	£ 1,100	£ 1,420	£ 1,247	£ 725	£ 410
Independent examination	£ 2,100	£ 2,150	£ 2,200	£ 2,150	£ 2,150
Total expenditure	£ 44,100	£ 36,139	£ 44,597	£ 33,844	£ 39,745
Surplus (Income - Expenditure)	£ 13,387	£ 17,295	£ 15,021	£ 9,657	£ 13,869



- Investment income being maintained.
- Membership subscriptions postponed until face-to-face events re-commence.
- Increase in Secretary's fees during induction and handover to new Secretary.
- Reduced operating expenses due to most events and meetings being via Zoom.
- Increase of cash in the bank and in-hand to circa £96k due to a continuing surplus.
- Financial position enables future increase in BHSEA services, initiatives and reach in furtherance of its charitable aims.

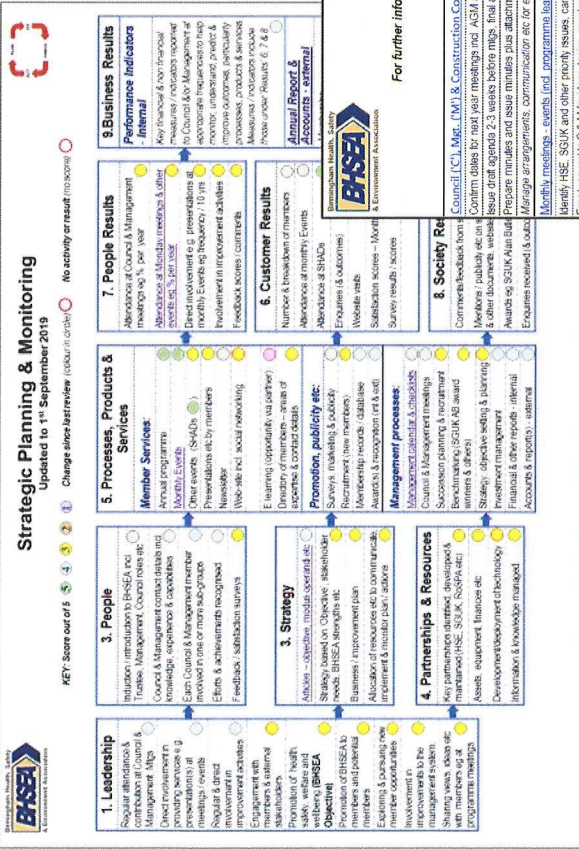


Governance and Management (1)

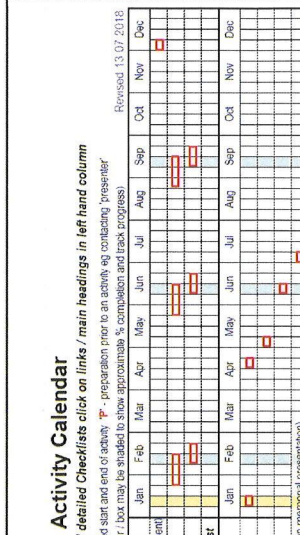
- Articles of Association guide the way the Association is run and managed, and the Association continues to operate taking due account of Charities Commission rules, regulations and guidelines including those related to public benefit.
- Appropriate information, guidance and training is provided to new and existing Trustees, Management Committee and Council members.
- Recruitment and appointment of Honorary Officers / trustees (and others) is via nominations and member's votes at AGMs (details in the Articles).
- The EFQM business excellence model continues to provide a framework for excellence, continuous improvement and good governance and the BHSEA 'Event / Activity Calendar' helps ensure that all needs and requirements are identified and dealt with in a timely manner.
- Management attention is routinely given to risk issues including finance/investments, organisational arrangements & succession planning, membership numbers, communication technology/developments and value and public benefit from Association activities.
- Reserves policy (see Appendix) is to have circa £24k in the bank to cover operating expenses etc. However, at financial year end reserves £96k due to a better than expected surplus and to fund other initiatives in pursuit of the Association objective.



Governance and Management (2)



‘Strategic Planning & Monitoring’ tool
- used to review the activities, performance and effectiveness of the Association and identify improvement opportunities, aims, objectives & priorities



WWT - SHADs (Working Well Together - Safety & Health Awareness Days) - Checklist
Birmingham Health, Safety & Environment Association

A construction industry initiative to improve health & safety particularly in small (15 or less employees) and micro (5 or less employees) construction businesses. Started in 1998, the most successful, health & safety initiative within the construction industry. Events aim for 50% of attendees from small businesses, 20% from micro businesses. The aims of the initiative which has direct involvement and support from the HSE (both personnel and financial) are:

- To provide practical advice and assistance to the construction industry on the provision and maintenance of healthy and safe working environments.
- To encourage on-operation between members in relation to sharing knowledge of health and safety matters.
- To provide free or low cost information, advice and training to employers and workers in the construction industry.
- To provide free or low cost information, advice and training for specific topics, industries and scenarios eg asbestos, scaffolding, road works, Deepgar, Awareness Days, DADS & mock trials.

WWT Groups also stage events for specific topics, industries and scenarios eg asbestos, scaffolding, road works, Deepgar, Awareness Days, DADS & mock trials.

Item / Action	Timing in weeks or weeks in event	Who by / Co-ordinator / Contact	Notes and key to 'Who by'
Establish confirm terms of the event.	D-12	CC / WWT Group	Identify terms to be published in annual programme (copy to HSE food person)
Establish lead person (L) and lead deputy (LD) for SHAD	D-12	CC / WWT Group	
Book / confirm venue	D-12	BHSEA Secretary	
Prepare outline programme - confirm key topics and content/presenters	D-10	L/D (BHSEA Sec)	Specialist support from BHSEA. Secs as may be required - requested
Finalise programme - confirm key topics and content/presenters	D-10	BHSEA Secretary	
Finalise programme - confirm key topics and content/presenters	D-10	BHSEA Secretary	Review list but with established WWT partners and shadops
Send five to WWT partners and CC members for content distribution	D-8	BHSEA Secretary	CC members to circulate to their suppliers and contractors
Advise event on WWT and HSE website	D-8	HSE	
Take bookings	D-8	HSE	
Event preparation - get on board and aware of brief	D-4	L/D	L/D expected to maintain an active involvement throughout
Event preparation - get on board and aware of brief	D-4	L/D	
Event preparation - get on board and aware of brief	D-2	BHSEA Secretary	
Event preparation - get on board and aware of brief	D-2	BHSEA Secretary	Standard template to be provided, which will then only require simple updating
Event preparation - get on board and aware of brief	D-2	BHSEA Secretary	

‘Activity Calendar’
- a tool to ensure actions are taken in a planned and timely manner. Linked guidance notes, tools & techniques indicate why, how, who etc.

Guidance / Procedure
- example



Future Actions / Improvement Opportunities

- Further development of hybrid events – face-to-face plus virtual (Zoom).
- Recording and publishing of virtual / hybrid monthly events.
- Utilising surplus to help further the BHSEA objective / public benefit.
- Further development and use of social media.
- Reviewing and transferring documents to the new website.
- Developing website 'Training' section / service with training / consultant members.
- Increasing practical content at events - exercises, scenarios, questionnaires etc.
- Seeking further ways of promoting health and safety / BHSEA membership.
- Extending free first year membership offer more widely.
- Further development and simplification of policies, procedures and guidance.
- Moving to online banking.



Trustees report approved

This report including financial statements were approved by the Board of Trustees via email:

- Vice-Chair of the Association - David Hughes (07.03.2022)
- Chair of the Construction Section - Andy Rolinson (07.03.2022)
- Vice-President of the Association - Dalvinder Masaun (08.03.2022)

Signed on behalf of the Board by:

- Chair of the Association - George Allcock

Sig:

Date: 08.03.2022

Independent Examiner's Report to the Trustees of
Birmingham Health, Safety and
Environment Association

Independent examiner's report to the trustees of Birmingham Health, Safety and Environment Association (the Company)
I report to the charity trustees on my examination of the accounts of the Company for the period 1 October 2020 to 31 December 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 386 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Mark Howell FCA
Institute of Chartered Accountants in England and Wales
Nicklin LLP
Church Court
Stourbridge Road
Halesowen
West Midlands
B63 3TT

Date: 9th March 2022

Birmingham Health, Safety and
Environment Association

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the period 1 October 2020 to 31 December 2021

	Period 1.10.20 to 31.12.21	Year Ended 30.9.20
	Unrestricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM		
Charitable activities		
Health and safety information and advice	-	1,725
Investment income	53,614	41,776
Total	53,614	43,501
EXPENDITURE ON		
Raising funds	8,175	4,016
Charitable activities		
Health and safety information and advice	31,570	29,828
Total	39,745	33,844
Net gains/(losses) on investments	193,447	(86,916)
NET INCOME/(EXPENDITURE)	207,316	(77,259)
RECONCILIATION OF FUNDS		
Total funds brought forward	1,255,528	1,332,787
TOTAL FUNDS CARRIED FORWARD	1,462,844	1,255,528

Notes

2

3

	Notes	2021 Unrestricted funds £	2020 Total funds £
FIXED ASSETS			
Tangible assets	7	1,070	1,070
Investments	8	1,345,291	1,161,335
		1,346,361	1,162,405
CURRENT ASSETS			
Debtors	9	2,093	1,376
Investments	10	22,123	23,181
Cash at bank and in hand		96,257	72,366
		120,483	96,923
CREDITORS			
Amounts falling due within one year	11	(4,000)	(3,800)
		116,483	93,123
NET CURRENT ASSETS		1,462,844	1,255,528
TOTAL ASSETS LESS CURRENT LIABILITIES		1,462,844	1,255,528
NET ASSETS		1,462,844	1,255,528
FUNDS			
Unrestricted funds	12	1,462,844	1,255,528
TOTAL FUNDS		1,462,844	1,255,528

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the period ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the period ended 31 December 2021 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 the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

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

 08.03.2022
G Allcock - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is not provided for on the regalia.

Investments

Investments are stated at fair value. Realised and unrealised gains and losses on investments are dealt with in the Statement of Financial Activities. Investment income plus recoverable tax credits is credited to income.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

All the funds of the charity are unrestricted so they are available for use at the discretion of the trustees in furtherance of the general activities of the charity.

There were no designated or restricted funds.

WWT Fund

This fund is maintained for the Working Well Together Construction Campaign.

Vat

The company has been registered for VAT since October 2000. Income and expenditure included in the Statement of Financial Activities are therefore shown net of VAT for this year, as are any capital purchases.

2. INVESTMENT INCOME

Bank interest	Period	
Dividends received	1.10.20	
	to	Year Ended
	31.12.21	30.9.20
	£	£
		62
		<u>41,714</u>
		<u>41,776</u>

3. RAISING FUNDS

Investment management costs

Period	
1.10.20	
to	
31.12.21	Year Ended
£	30.9.20
<u>8,175</u>	£
	<u>4,016</u>

Portfolio management

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

Period	
1.10.20	
to	
31.12.21	Year Ended
£	30.9.20
<u>2,150</u>	£
<u>450</u>	<u>2,150</u>
	<u>725</u>

Independent examination
Other accountancy fees

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 31 December 2021 nor for the year ended 30 September 2020.

Trustees' expenses

Trustees' expenses of £793 (2020 year: £631) were paid for the period ended 31 December 2021.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

INCOME AND ENDOWMENTS FROM Charitable activities	Unrestricted funds
Health and safety information and advice	£
Investment income	1,725
Total	<u>41,776</u>

There were no investment assets outside the UK.

EXPENDITURE ON Raising funds	2020
	£
	<u>2,093</u>

Charitable activities

Health and safety information and advice

Total	2020
Net gains/(losses) on investments	£
	<u>23,181</u>

NET INCOME/(EXPENDITURE)

RECONCILIATION OF FUNDS

Total funds brought forward

1,332,787

continued...

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

TOTAL FUNDS CARRIED FORWARD	Unrestricted funds
	£
	<u>1,255,528</u>

7. TANGIBLE FIXED ASSETS

COST	Regalia
At 1 October 2020 and 31 December 2021	£
	<u>1,070</u>

NET BOOK VALUE

At 31 December 2021	<u>1,070</u>
At 30 September 2020	<u>1,070</u>

8. FIXED ASSET INVESTMENTS

MARKET VALUE	Listed investments
At 1 October 2020	£
Additions	1,161,335
Disposals	56,708
Unrealised surpluses (losses)	(57,081)
At 31 December 2021	<u>1,345,291</u>

NET BOOK VALUE

At 31 December 2021	<u>1,345,291</u>
At 30 September 2020	<u>1,161,335</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Other debtors	2020
	£
	<u>1,376</u>

10. CURRENT ASSET INVESTMENTS

Investment deposits	2020
	£
	<u>22,123</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Accrued expenses

2021	2020
£	£
<u>4,000</u>	<u>3,800</u>

12. MOVEMENT IN FUNDS

Unrestricted funds

General fund
WWT

At 1.10.20 £	Net movement in funds £	At 31.12.21 £
1,249,593	207,316	1,456,909
<u>5,935</u>	<u>-</u>	<u>5,935</u>
1,255,528	207,316	1,462,844
<u>1,255,528</u>	<u>207,316</u>	<u>1,462,844</u>

TOTAL FUNDS

Net movement in funds, included in the above are as follows:

Incoming resources £	Resources expended £	Gains and losses in funds £	Movement in funds £
53,614	(39,745)	193,447	207,316
<u>53,614</u>	<u>(39,745)</u>	<u>193,447</u>	<u>207,316</u>

Unrestricted funds

General fund

TOTAL FUNDS

Comparatives for movement in funds

At 1.10.19 £	Net movement in funds £	At 30.9.20 £
1,327,453	(77,860)	1,249,593
<u>5,334</u>	<u>601</u>	<u>5,935</u>
1,332,787	(77,259)	1,255,528
<u>1,332,787</u>	<u>(77,259)</u>	<u>1,255,528</u>

Unrestricted funds

General fund
WWT

TOTAL FUNDS

Comparative net movement in funds, included in the above are as follows:

Incoming resources £	Resources expended £	Gains and losses in funds £	Movement in funds £
43,501	(34,445)	(86,916)	(77,860)
<u>43,501</u>	<u>(33,844)</u>	<u>601</u>	<u>601</u>
43,501	(33,844)	(86,916)	(77,259)
<u>43,501</u>	<u>(33,844)</u>	<u>(86,916)</u>	<u>(77,259)</u>

Unrestricted funds

General fund
WWT

TOTAL FUNDS

continued ...

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the period ended 31 December 2021.



Appendices

- Investment Policy including Reserves Policy 



Investment Policy including Reserves Policy (1)



Birmingham Health, Safety & Environment Association

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Orig. GGA	10.08.2017
Agreed by M/C	

Investment Policy

1. Introduction

- 1.1 The Association's objective is to promote the health, safety, welfare and wellbeing of working people and the organisations they work for by facilitating networking, sharing, learning, the adoption of good practice and continuous improvement. This extends to an organisation's physical assets, the environment, and the community in which it operates, with a focus on Birmingham and surrounding areas.
- 1.2 The Charity currently has about 250 subscription (donation) paying members and total assets of approximately £12m, mostly through Investments.
- 1.3 The business of the Association is governed by Articles of Association which give decision making powers to the Management Committee - in particular three trustee members - including the power to invest moneys of the Association and to acquire and dispose of property.

2. Investment Objectives

- 2.1 To provide the best financial return within an acceptable level of risk.
 - 2.2 To provide an income, to supplement the amount obtained from subscriptions, in order to fund the Association's activities and related expenditure as indicated by Annual Report and Accounts. Expenditure currently approx. £45k p.a.; subscriptions approx. £10k p.a.; total minimum income required from all Investments therefore approx. £55k p.a.
 - 2.3 To maintain the real capital value of the invested assets over the medium term (at least in line with inflation / RPI) in order to provide an adequate future income stream and secure the sustainability of the Association.
- ### 3. Risk
- 3.1 In order to meet the income requirement / target it is accepted that a medium risk strategy may be required.
 - 3.2 Volatility, inflation and failure risk to be mitigated through a diversified mix of investments / asset classes and at least two investment bodies. (As of September 2017 - four bodies).
 - 3.3 Inflation risk to be further mitigated through a significant proportion of investments in real assets.
 - 3.4 Investment in property may be via investment funds and / or equities as part of a diversified portfolio.
 - 3.5 Large direct investment(s) in property is to be avoided. An exception to this is premises retained or acquired to help support the objectives of the Association and its charitable activities.
 - 3.6 Due to a separate and significant investment being made into a charities property fund, other investment portfolio(s) should each have no more than 10% in property.
 - 3.7 Financial Services Compensation Scheme compensation limit for cash deposits not to be exceeded, currently £85k per institution.





Investment Policy including Reserves Policy (2)



- 4. Reserves**
- 4.1 Nine months expenditure / operating costs, less the amount obtained from subscriptions, to be kept as cash at the bank (approx. £24k) outside of any investment portfolios.
- 4.2 Twelve months expenditure / operating costs less subscriptions of approx. £10k, i.e. approx. £35k, to be realisable within 3 months. If this is likely to give rise to significant costs, penalties or close to full value not being realised, discussion will need to take place at the investment agreement / contract stage.
- 5. Ethicality**
- 5.1 No direct investments which could be detrimental to the aims and objectives of the Association.
- 6. Investment / Portfolio Management (incl. Discretionary Powers)**
- 6.1 Every investment organisation / manager to be subject to a formal agreement / contract with the Association which identifies any specific terms and conditions in addition to the general terms in this Policy.
- 6.2 The formal agreement / contract will specify the nature of any discretionary powers.
- 7. Investment Decisions & Signatories (Internal procedures / controls)**
- 7.1 Investment decisions will be made by the Management Committee taking account of advice from the Finance Sub-Committee. (As provided for by the Articles of Association, agreement may be obtained by postal or email means).
- 7.2 At least two trustee signatures are required to authorise transfer of money to investment funds.
- 8. Reporting and Monitoring**
- 8.1 Investment performance including income, asset value, % income / return, all fees / charges, and cash on deposit to be reported to the Association (Secretary) quarterly.
- 8.2 A Finance Sub-Committee (including the Secretary) will advise the Management Committee – the decision-making body - on all issues related to finance and investments.
- 8.3 The Finance Sub-Committee will review and recommend investment policy, strategy, investment managers / organisations, receive reports and monitor investment performance.
- 8.4 A formal review by the Finance Sub-Committee and the Management Committee - with input from investment manager(s) - to take place at least once a year. The review should include: investment policy, performance, benchmark data, risks and outlook.
- Note:** BHSEA financial year is 1 October – 30 September with report and accounts prepared and audited in October / November before being presented at the AGM in January.

George Allcock, Association Chair on behalf of the Trustees (G Allcock, D Hughes, N Boon, D Massau)
/ Management Committee:

Signature:



Date: 23rd September 2017