



Annual Report & Accounts

2023

**Construction Health and Safety Group
John Ryder Training Centre
St Ann's Road
Chertsey
Surrey
KT16 9DG
Charity number: 283249
Company number: 1573103**

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Reference and Administrative information

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|--|---|
| Charity Name: | Construction Health and Safety Group (CHSG) |
| Charity registration number: | 283249 |
| Company registration number: | 1573103 |
| Registered office and operational address: | John Ryder Training Centre St Ann's Road Chertsey Surrey KT16 9DG |
| Website: | www.chsg.co.uk |
| Email: | info@chsg.co.uk |
| Telephone: | 01932 561871 |

Trustees

| | |
|---------------------|---|
| Mrs Andrea Smith | Co-Chair (Joint) – retired 31 st December 2023 |
| Mr John King | Co-Chair (Joint) |
| Mr Martin Lovegrove | Vice-Chair (Appointed April 2022) |
| Mr Declan Davis | Immediate Past Chair (resigned April 2021) |
| Mr Jeff Russell | Immediate Past Chair (resigned April 2021) |
| Mr Sean Elson | |
| Mr Gavin Bye | |

Management Team

| | |
|--------------------|-----------------------------|
| Ms Debbie Clarkson | CEO & Company Secretary |
| Mrs Sera Martorana | Training & Centre Executive |

Ex-officio

| | |
|-------------------|-----------|
| Mr Robert Hackett | President |
|-------------------|-----------|

Principal Advisors

Auditors – Fuller Spurling Chartered Accountants, 58 Guildford Street, Chertsey, Surrey KT16 9BE.

Bankers – Barclays Bank, PO Box 193, 8 – 12 Church Street, Walton on Thames, Surrey KT12 2YW

Investment – CCLA, Senator House, 85 Queen Victoria Street, London, EC4V 4ET

President's Review for the year ended 31 December 2023



This year has been a challenging one, with respect to interest rates, low growth and also the cancellation of future development on HS2. All of these issues have directly impacted on the construction and associated sectors and therefore CHSG too. However, the Group laid down a clear strategy for the year and we have been able to maintain this long term work programme, which has resulted in a stable year for the Group along with a positive and structured route forward for 2024.

The significant work programme this year has been focussed on developing new and bespoke courses. To this end the Group has invested significantly both in time and financial support, thus providing the required training content for our clients for both fire in construction and the new suite of temporary works courses, including the development of the new TWC(R) course content. All of this development has been provided by the Group to support the sector and no member or company has been charged for these development costs. The Group have managed both the financial costs along with a significant range of charitable support activities too throughout the year.

We have also appreciated the strong working relationship we have developed with both the IFSM and SQA, ensuring our fire courses have professionally recognized acceptance from the recognized fire body - that is IFSM and for the Diploma and Fire Risk Assessment courses we have also gained the academic acknowledgement from the SQA, which now dovetails well with the Diploma course that also has maintained the education programme status from the IFE too.

We have also been delighted at the growing number of members and non-members that have returned to either attend in person or through remote on-line links to, the monthly meetings and our agenda has seen a very varied range of topics this past year and we have been developing multiple speakers for various subject areas too, further details are included in the report. We also held a different seminar format this year with the well-attended "Cable Free Seminar" where we had a very interesting range of speakers in the morning – which was followed up with a "Market Place" of suppliers, who used the Groups car park to set up their stands and exhibits to encourage members to review and consider the various new equipment and technologies that these companies have to offer us. Again this proved to be a very successful day and feedback was very positive.

In December the group wanted to recognize the significant commitment that both companies and delegates have maintained both during and post Covid with respect to Health, safety and fire training. Sadly the CHSG has not been able to hold an annual dinner since the Covid Pandemic, but the December meeting was modified to congratulate those who throughout the period have been really committed to training their staff.

The winners were the Berkeley Group, the Mace Group, the AD Group and for a returning member – TFL. The Fire student who achieved a distinction in every exam, a level very few achieve, was awarded to Martin Lovegrove from the Berkeley Group. The Silver Helmet for health and safety support and performance was presented to Andrea Smith from Morgan Sindall for all of her commitment and support of the Group over the years and for her dedication to develop and enhance the Construction Health & Safety Group training courses. Finally in December, I had the great, but sad pleasure of accepting Andrea Smiths retirement from the Group, she has decided to retire from both Morgan Sindall and CHSG and she will be sorely missed by the Group. But we are delighted to confirm that she will be joining the Group in January 2024 as a specialist trainer and we wish her every success in this new role. We also wish her a very happy and healthy well-earned semi- retirement.

I would also like to take this opportunity to also thank our Co-Chair John King and our Vice Chair Martin Lovegrove along with the Trustee Board of Directors who have worked hard this year to support the work programme.

My thanks also go to our Trainers, who have worked with the Office Team ensuring our training content remains at an exceptionally high standard and the professional levels achieved by our delegates, is testament to their great ability and support to both the Group and to the delegates. This support and collaborative working with the Office Team has again ensured a great level of professionalism and success in 2023. This success has also supported the development programmes too ensuring both current courses and future courses continue to be delivered to the same high standards. This was confirmed by the centre achieving excellent performance results from all the third party audits. We were particularly proud of our re-certification to BS: 9001 by BSI, who have also invited us to a presentation of our 20 year BSI 9001 certificate at Milton Keynes in 2024. The audit raised no non-conformities and our audit feedback and development programme for 2024 were both well received. As we all know, audits and accreditations help to ensure structure and consistency of performance.

We also welcomed a new member to the office team this year, Claire Wright has already created some innovative website design content and has significantly enhanced our social media presence, feedback to date has been great. Claire has some great ideas for 2024, so please keep updated in 2024 through the CHSG website!

Finally, thanks go to all the companies and delegates who have used the centre over the last twelve months, we really appreciate your support and hope that your experience either at the centre or on remote courses, has added value to both the individual and the company too? Our aim as a Board of Trustees, Office staff or Training team is to continue to develop and improve innovative training for the construction and associated industries. To offer support and to provide opportunities to provide special speakers and excellent content in the courses that we provide. We have successfully brought new courses to the market in 2023 and we hope to launch additional courses in Q1 2024. Your continued support and your drive for us to keep innovating has been much appreciated and we look forward to working with you in 2024.

In line with our charitable support, we have undertaken a range of activities in 2023, that have strengthened our charitable activities, but has also led to an increase in this work over the last year. This is not only financial in terms of supporting the Lighthouse Charity, but also through supporting the course development work, identified by many of our members, but also through our work supporting the "Ready for the Gate" projects where we are working with our members and the Construction supply chain to try and encourage ex-offenders to join the sector. This year has seen the first meeting proposed with a women's prison and we hope to develop this aspect of work further in 2024, working in particular with Alistair Donaghey from Wilmott Dixon. Further activities are detailed in more depth in the following the report.

So overall in 2023, we have seen the Group continue to strengthen and diversify, both in course content and course development and requirements for third party competence. We are pleased that the Group has through prudent financial management been able to invest, develop and successfully bring to market updated and new opportunities and this has continued into Q4 and so should continue into 2024. The commercial markets will not be significantly easier next year, but we believe that we have built a strong base from which to evolve and develop for the Construction sector and associated industries and we look forward to making that journey with all of you.

I would like to take this opportunity to wish you all a very prosperous, healthy and safe 2024 and we look forward to working with you over the coming year.

Robert (Bob) Hackett - President CHSG.

Trustees' Annual Report (incorporating director's report for the year ended 31 December 2023)

Reference and Administrative Information

The Trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the audited financial statements of Construction Health and Safety Group (the Charity) for the year ended 31 December 2023. The Trustees confirm that the annual report and the financial statements comply with current statutory requirements, the requirements of the Charity's governing document and the provisions of the Statement of Recommended Practice (SORP) FRS102 Statement of Recommended Practice Charities (July 2014)

The Construction Health and Safety Group is a leading provider of health and safety training and information to the UK Construction Industry. CHSG has 180+ members of its safety group and has over 72 years' experience in helping the construction and associated industries to understand and meet health and safety requirements and implement national standards.

Significant Activities

During 2023, the Group returned to a more "normal" training programme, that included both face to face and remote courses. More recently attendance at Clients "external" sites has been a popular option. However, this return to a more stable programme of training has been countered by a more turbulent economic situation both nationally and internationally, that has led to higher interest rates, increasing costs, fuel cost increases and concerns over the availability of products, all moving the UK towards a more precarious economic position for the construction and associated industries for both 2023 and going forwards into 2024.

However, CHSG has seen a good level of training return to the Group as the year progressed (2023), this was mainly due to the relaxation of the Covid restrictions and our ability to provide a range of training formats to suit a range of Client requirements.

2023 saw the establishment of the Fire Safety Academy and the development of additional construction related fire courses. In particular bespoke one day fire management courses, two day Fire Co-ordinator courses and bespoke hot works permit courses. There are also further courses currently being assessed by IFSM for RP, and Fire in Construction, related to Design. All of this development work has been in accordance with the 2023 strategy.

In 2023, the Group undertook a "First" in combining a technical seminar along with a series of practical demonstrations by a select group of equipment suppliers. We used the training centre both internally for the presentations and discussion periods and then, externally we used the car park area to establish a market setup, so that attendees could visit each of the suppliers and also handle the equipment and discuss on a one to one basis with the suppliers.

In 2023, The Group supported the Construction Day of the Tall Buildings Conference at the Excel centre, along with exhibiting and attending the IFSM Technical Seminar at the Coventry Arena in June.

The year also saw a marked increase in attendance at the monthly meetings, with both face to face and remote attendees.

The audit performances in 2023 was also very successful, the Group received auditors from: CISRS, SQA and BSI and no non- conformities were noted, we have yet to receive our IFE & CITB audits (CITB was postponed due to CITB personnel issues , which has been confirmed for early in 2023. The audit procedure is always a useful event, which ensures the Group reviews, systems, procedures and working methods and always raises discussions about how to work smarter, more efficiently and effectively to benefit all concerned. We were delighted to confirm that our re-certification to BS EN ISO 9001 was very smooth and we have gained our recertification with BSI. We also received very positive comments during our SQA audit this year too, with some positive improvements noted. We are continuing to develop and enhance our procedures and systems and use our Client and Delegate feedback to also review performance on a regular basis.

Centre Maintenance

There were no large planned maintenance actions in 2023, other than the completion of the 14 replacement double glazed windows, that were ordered in 2022, but actually completed early in 2023. This work has significantly reduced the drafts in the building and enhanced the security of the building too.

Staffing

The office staffing has now returned to the pre-covid levels of four full time members. We are also delighted to confirm that we have also engaged an additional trainer to support with some of the fire course training and to also offer some support for the CITB and IOSH courses too. All of our trainers are self- employed, but we are very particular that all of our Trainers should have - all of the required professional and correct qualifications for the role, alongside significant Construction experience, so that they understand the roles and responsibilities of our delegates and can support them in their questions and queries – it is an aspect of training that the Group has always placed high importance on and we find our Clients and Delegates always value this additional expertise too.

Charitable Support and Donations

Membership numbers have again fallen. On review, this has been due to smaller businesses closing down after Covid and some smaller company owners have chosen to take retirement/early retirement, rather than returning to construction work. As well as mergers and buy-outs which always means a reduction in memberships. But we have still gained new members on a monthly basis over the last year, and we hope to continue to attract new members/businesses in the year ahead.

The Group has continued to, wherever possible, support members – in particular SME's so fees have been reviewed and supportive options discussed, to hopefully ensure that SME's can retain their links with the Group and all that membership offers to them.

At the end of the year the Group donated to two charities namely Glass Door who were specifically aiming to raise money for an Xmas appeal, now that their night shelters have re-opened, and also the Lighthouse charity supporting the Construction Industry. This money was paid, instead of ordering CHSG Christmas cards, as many charities are finding funding more difficult this year. We hope that all of our members and guests accepted our email Christmas greetings instead ?

The significant subsidisation of the Mental Health First Aid England courses, (1 day, 3 day and half day awareness courses) have also been well attended and this year the courses have returned to a face to

face option too, which was well received. The Group have continued to undertake this important support of all three courses and will continue to do so.

Also a significant amount of development work was funded by the Group to develop the new range of Fire in construction courses. No company, has been asked to contribute to the course development costs, as we believe this development should be for the benefit and safety of the industry members going forwards. Also with the increased range of accreditation bodies used, the investment of the group in these professional bodies has also increased, but is valued as an essential part of current course development for the sector.

With the CITB launching the newly revised Temporary Works courses and the new TWC(R) course in 2023, the Group also invested in the development and upgrade of these courses, supporting both the production of the new materials along with the associated meetings and actions that our specialist trainers undertook, to ensure the group completed all of the required work, ready for the tight turn-round in course material and course structure as required.

We were delighted this year to return to hosting speakers for our monthly meetings and we have also now opened these presentations up, to any person who wishes to attend, thus building on our charitable support for the industry and this now offers the meeting attendance to other industries too. All meetings are free of charge, as we wish to encourage and support those attending with respect to enhancing understanding and the exchange of best practice.

This last year we had a great range of speakers and also invited double presentations for some topics, which were all well received.

We supported the CONIAN working group for the Working Well Together Committee for Risk Management, again supporting this work from our charitable support. Support and sponsorship was provided for the Construction Day of the Tall Buildings Conference at the Excel, along with exhibiting and attending the annual IFSM technical seminar day at the Coventry Arena.

In January we undertook a new seminar format, with an original content related to Cable Free site practices. This was very well received and we aim to develop this further moving forward. Again the facilities and attendance was supported by the group, with a nominal fee for refreshments - the only cost incurred by those attending.

CHSG has also supported the "Ready for the Gate" programme initiated and led by Wilmott Dixon. The Group has provided a facilitating role for the working group, for all parties involved and hope to continue this development in the year ahead. This work involves principal contractors, the supply chain and staff of HMP prisons. We have already attended prison on the Isle of Sheppey for a meeting to determine the 2024 programme of work. Recently we linked up with the womens' prison at Send and hope to develop the opportunities for women in the construction sector during 2024 with a similar structure and group of meeting attendees.

ACHIEVEMENT & PERFORMANCE

Investment performance

The initial sum of £660,000 was invested in 2016 and has grown to £841,259. It was also noted that we have regained a small increase in the overall investment total compared to 2022, however the turmoil in the investment market over the last year of 2023 has led to some losses and gains over the year. But overall a positive performance was achieved. We are also pleased to confirm that we received income

earned from our investments that we were able to support both the Lighthouse and Glass Door along with subsidizing the one day and two-day mental health courses throughout the year. We also used a small percentage to support our new course development work, thus investing in future courses for the industry.

The other investment account is managed by CCLA under a deposit account and at the end of 2023, the total in this account was £29,376.57, again a slight increase on last year – 2022. The Barclays current account was £50,616.23 was slightly reduced compared to last year, but the deferred sheet for 2024 details a good level of training already booked for Q1 2024. Also it is important to note that the group has had no bad debts to action this past year and the debtors list remains well managed.

The Group continued to support the development for the revised TW courses and also the development of the TWC(R) course. Along with significant investment for the fire in construction courses. Development of generic and bespoke courses have been significantly supplemented by the Group and the additional accreditations identified in 2022 have remained, along with the associated audits and management procedures. Again all of these costs have been absorbed by the Group, to ensure course costs remain acceptable to Members and Non Members alike.

Due to the amount of course development in 2023, leading into course delivery in 2024, the marketing investment has been maintained at a higher level.

However, due to the good management of the maintenance budget over the last few years, the annual maintenance expense has now been reduced and it is planned that this will be the case for some time to come, so there will be planned activities, but all should be identified and agreed prior to action at the centre.

In 2023 the Group supported the Construction Day at the Tall Buildings Conference at the Excel, London and we successfully exhibited at the Coventry Arena during the IFSM Technical Conference too. Both these events led to new materials and exhibition materials were produced to cover both agendas.

In 2023 the Fire Safety Academy courses generated 27% of total course income, The Construction courses provided 51% of total course income, with the last 22% being generated through sales of membership, booklets, and odd revision days etc.

We hope to positively use the considerable development costs of 2023, and believe that the fire courses, the temporary works and scaffolding courses in particular, will continue to develop over the forthcoming year and to provide a good ROI going forwards.

FINANCIAL REVIEW

Financial Position

Although our revenue was positive in 2023, we have used a significant amount of this money to invest in the course development and also our website enhancement. Our marketing strategy has also been significantly increased, directly related to all of this work.

Gross profit percentage, is 48% for 2023, exactly the same performance as 2022. This is still well below the pre-covid levels. We have also increased the number of trainers and again this will be increasing in 2024.

The revenue is detailed as follows:

Internal courses £216,442

External courses £ 53,860.00

Remote courses £ 54,365

Fire Academy £147,395.00

Membership £ 56,370.00

Sundry Income £2,085.00

Cost of Sales £186,610.00

R&D £50,567.00

Publicity & Marketing £ 43,989.00

It is important that although there was a loss on the year of £93,791, we invested £50,567 in R&D development costs, along with Depreciation of £52,482, totaling £ 103,049.00 the overall performance of the group has been on target and the financial management remained as planned, strategically.

R&D – a planned expense along with depreciation, helped to understand the underlying performance and overall stability of the Group. The sound investment programme combined with the improved investment performance of the COIFF investment funds over the last year.

Due to the movement on the investment fund over the last year with an increased valuation in total of £72,713.00, therefore the Group overall has suffered a deficit of £21,078

Investment policy and objectives

The charity operates a low-risk strategy for the investments that it holds. The funds in the short-term deposit and investment funds support the Group to function on a day-to-day basis, and in 2023 provided the support funding to continue the development work and charitable support as we emerged from the Covid pandemic period. All maintenance work was scheduled, and no emergency costs were identified for the year. The aim is to continue to run the investment accounts as per the previous year.

Reserves Policy

The charity considers its reserves policy on a regular basis, and the Board undertook an annual strategic financial review during one of the Board Meeting in 2023. The strategy was reviewed and confirmation was detailed in the Board documentation, to ensure that appropriate reserves are maintained to support the Group, as we move to post Covid but a more challenging economic climate. The strategy of maintaining the ability to fund future course development costs, any necessary upgrades to the centre and the facilities, and any unforeseen repairs and maintenance requirements, remains the same. At 31st December 2023, the net assets of the Group excluding property and other fixed assets were £870,452. The freehold property was valued in December 2022 on an existing use basis at £810,000. It is shown in the balance sheet, at cost less accumulated depreciation, at £232,039

FUTURE PLANS

The Group will continue to develop, the Fire in Construction range of courses and we already have four new courses currently being assessed for recognition with IFSM for confirmation in Q1 2024.

We will also continue to develop the “bespoke courses” where Clients, who prefer to hold “closed courses” detailing their specific procedures and systems in accordance with their working systems, will be provided as requested. The number of courses held remotely/distance learning has now become part of the regular training provision, and now combines with face -to-face and on-site training too. Where these are fire related they too have achieved individual IFSM recognition too.

We will continue to review recognition status and how we can best support the Construction and Associated Industries to provide the third- party competence and levels of performance required, particularly with respect to the new legislation, standards and regulations that will continue to be launched by Government, British Standards and other the associated professional bodies.

Continued charitable support is planned as the Group remains in a healthy financial position. However, market conditions will be closely scrutinized, particularly in light of the current economic climate. Fuel and energy costs are still continuing to impact the whole market situation along with increased interest costs and the ongoing wars and related economic impacts.

The Group have always supported particular charities and to provide support and attendance to many construction related bodies eg HSE, and CITB in particular, but also through attendance of seminars and technical working groups. The Group have also linked with the IFSM and all successful FRA delegates can use their certification along with other required evidence to be considered for inclusion onto the Tier 2 FRA national register under the Construction Pod, another significant achievement this year.

The ongoing changes in the fire related legislation, British Standards and other professional bodies guidance notes and information will continue to be reviewed and included in our current and future courses as/where appropriate.

CHSG has already booked to exhibit at the major IFSM Technical Fire Seminar in June 2024, at the Coventry Arena. The Group will also consider if there are any further suitable events throughout the year that they can also support.

Structure, Governance and Management

Governing Document

Construction Health and Safety Group is a company limited by guarantee and was incorporated on 8th July 1981. It is governed by its Memorandum and Articles of Association, which is reviewed on a regular basis. These were reviewed and updated in 2017 and were submitted at the AGM and passed. These have now been signed and recorded and a copy was sent through to the Charity Commission (charity number 283249). This was the most recent amendment. Therefore the 2017 document remains the current Memorandum and Articles of Association.

The AGM as the name implies is an Annual General Meeting, that has to be held with a detailed minimum attendance and 2020 saw the first AGM run remotely due to the pandemic. In 2021, this was again the case. However, in 2022 and again in 2023, the AGM was run in a dual manner, with

both face to face and remote attendance. Again, a full AGM was successfully held, within the time scale detailed in the Memorandum and Articles of Association.

Recruitment and appointment of new trustees:

Martin Hall has been co-opted onto the Board and will seek to be re-elected back onto the Board at the AGM in April 2024. We are pleased to welcome him back and thank him for his help and support to date.

At least one third of the elected members of the Board retire at each Annual General Meeting of the Group and are eligible for re-election.

The Trustees agree what skills, experience and knowledge are needed and the process for recruitment is formalised. The delegation of approaching potential directors/trustees may be undertaken by delegated members of the Board but the whole trustee board are in full control of the process and decisions. Prospective trustees are approached by a member of the board and their interests in joining the Board, together with the responsibilities such appointment entail, are discussed. Terms and conditions of the appointment are also communicated to the nominees.

Persons eligible for election to the Board of Trustees should complete an application form and their application is then proposed and seconded by two current Board members who have voting rights. These are to be submitted at least 28 days before the Annual General Meeting for election by the member.

Organisational structure

Board of Directors/Trustees

The Board of Trustees are the Directors of the company and consist of the Officers: Chair (currently two Co-Chairs), Vice-Chair, Immediate Past Co-Chairs, Company Secretary and elected members of the Board.

Other Honorary Officers

The Board has the power at any time to appoint any person to be President and any person to be Vice-President for a period of not more than three years. The current President is Mr Robert Hackett.

Honorary Life Members

The Board also has the power to award Honorary Life Membership to any individual in recognition and appreciation of exceptional service rendered to CHSG. The honour is considered to be the most prestigious the Group can award. In 2019 the Board awarded an Honorary Life Membership to Robert Hackett from Ferrovia Construction, our current President.

Special Members

Special membership is awarded to individuals/companies that the charity is in partnership with and includes the HSE, Construct, FMB and Construction News. It is hoped to further develop these working relationships in the future.

Decision making

Board Meetings take place on the third Wednesday of each Month (except during August). A quorum must be present for decisions to be made in line with the Group's Articles of Memorandum

Induction and training of new trustees

New Trustees are generally co-opted to the Board which means they have no voting rights until the next AGM if they are then proposed and accepted as Board members. This period allows them to be fully inducted into the workings of the Group and for the Board to get to know them before committing to the final decision.

Key management remuneration

All Board members give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in the notes to the financial statement.

Risk management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate controls are in place to ensure sustainability and to provide reasonable assurance against fraud and error.

The Board of Trustees regularly review the major risks to which the charity is exposed and ensure that systems are in place to mitigate those risks. The approach to this was made more robust in the review of the Group's Management Systems and the risk policy and risk register have been updated accordingly.

The Board of Trustees are responsible for ensuring appropriate financial controls are in place to provide against risk of errors or fraud.

As part of the monthly Board meetings, monthly management reports are produced and reviewed against forecast.

The Group is exposed to a small risk as most sales are credit sales and the majority of income is from companies (not individuals) so this is considered modest. An aged debtors' procedure is in place to minimise the risk. Also, with the website booking facility where payment by card for all non-members is immediate, the Group has seen a reduction in the number of debtors and this new booking system has further reduced the debtor risk to the Group.

Policy Statement, Our Vision and Objectives

It is the Policy of the Construction Health and Safety Group (CHSG) to provide a service to our member organisations, our clients and to our trainees that is of a high standard that meets our declared objectives as well as the details contained within the Memorandum and Articles of the Company.

CHSG is a commercial business and a registered charity holding Charitable Status. In pursuit of providing services to the highest standards in a sustainable manner, CHSG is committed to and operates a management system in accordance with the requirements of BS EN ISO 9001:2015.

Objectives (as agreed by the Board at the 2023 Strategy meeting)

The three year Strategic Action Plan was developed and confirmed by the Board of Trustees in 2021. This document has been regularly reviewed and documented accordingly, on an annual basis. In November 2023, the annual strategy review was undertaken and confirmed that all the action points had been satisfactorily closed out. It was agreed that in Q1 2024 a new Three Year Strategy Document would be developed and documented accordingly. The key aims will not change, but the content of the new strategy will be completed by the Board of Trustees at a separate meeting specifically held to action the new document.

The key aims of the 2024 Strategy Plan remain pertinent for both documents and are detailed below:

Key Aims:

1. Protect and Preserve

To protect and preserve occupational health, safety and wellbeing in the construction and associated Industries.

2. Continuously Improve

To study those aspects of the industry and related operations necessary to improve occupational health, safety and wellbeing and arrange and provide suitable training to meet those needs.

3. Develop Co-Operation

To foster and develop co-operation between government, employers and trade unions in matters concerning health, safety and wellbeing. Work closely with the Health & Safety Executive (HSE) to support the construction and associated industries, assist them with maintaining legislative compliance and promoting safe working practices.

To do this we:

- Maintain close and regular contact with organisations and bodies such as the Health & Safety Executive (HSE), including CONIAN. The British Standards (BSI), other health and safety organisations such as the British Safety Council, ROSPA, IOSH, CISRS, and CITB. For specific fire related information: IFE, IFSM, SQA and the FPA.

- Ensure that our training courses are current and valid and meet industry needs and, where appropriate, are accredited to the appropriate examining bodies.
- Ensure our trainers are competent, i.e. have the right mix of qualifications, industry experience and training skills, and that they keep up to date with legislative and industry changes through CPD.
- Engage with our members to make sure we are providing the level of training and support that they require.
- Work closely with the Health & Safety Executive (HSE) to support the construction and associated industries, assist them with maintaining legislative compliance and promoting safe working practices.

Public benefit

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charities Commission relating to public benefit in Section 4 of the Charities Act 2011 and, in particular, to its supplementary public benefit guidance on the advancement of health or saving of lives.

We have developed short, medium and long term strategic action points for these sections these are being monitored and documented at the monthly Board meetings.

We are committed to working with industry stakeholders such as the HSE, IOSH, British Safety Council, CITB, and Professional Bodies such as IFE, and IFSM as well as the British Standards Institute and Trade Unions (as/where appropriate) to foster and develop co-operation and improve knowledge in matters relating to health, safety & wellbeing.

We shall actively seek participation and consultation with industry health & safety organisations to further improve health & safety standards and deliver associated training to the highest standard.

Board of Directors/Trustees

The Board of Trustees are the Directors of the company and consist of the Officers: Chairman, Vice-Chairman, Immediate Past Chairman and Company Secretary and elected members of the Board.



Robert Hackett – President

HSEQ Director at Ferrovial Construction UK & Ireland
Robert is a Health and Safety Practitioner with over 23 years' experience in managing safety, health, environment and quality in the construction industry, 11 as HSQE Director for Ferrovial Construction UK & Ireland. He is a graduate member with IOSH, a member of the International Institute of Risk and Safety Management and IEMA. Robert has been involved with a number of high-profile projects including Tideway Central Section, HS2 Early Works, Northern Line Extension, Crossrail Farringdon Station and Heathrow T2A Terminal. In addition to the CHSG, Robert represents Ferrovial Construction UK & Ireland, on a number of Health and Safety Groups including the London Health & Safety Leads Group and the European Network of Construction Companies for Research and Development (ENCORD).

Andrea Smith – Joint Co-Chair retired 31st December 2023

Andrea is Safety, Health & Environmental Manager for the London & Home Counties Region of Morgan Sindall Construction. She holds a BSc (Hons) in Occupational Hygiene, is a Chartered Member of IOSH and has 34 years' experience in managing health and safety in the Construction Industry. As a key player in policy making and establishing and implementing procedures, Andrea has extensive experience in all aspects of training provision. She was instrumental in developing the suite of Temporary Works courses offered by CHSG, and the Fire Diploma course which has since been recognised by the Institute of Fire Engineers (IFE) and the Institute of Fire Safety Managers (IFSM). Andrea has been a Trustee of CHSG since 2010 and was Co-Chair 2014-2019 and again 2021- to current. She also served on the London and South East Working Well Together Committee for 12 years and was Chair from 2008 - 2012.

John King - Joint Co- Chair

John has over 15 years' experience within the Construction Industry, from a client support, contractor and main contractor perspective.

He is a Fellow with the International Institute of Risk & Safety Management and a Chartered member of IOSH.





John now works as Head of Wellbeing, Health & Safety for BW: Workplace Experts an interior fitout main contractor.

He is responsible for Health & Safety management and brings with him a wealth of managerial knowledge and experience across several sectors.

With experience across a range of organisations, John represents BW at several forums and is also a trustee of the London Health & Safety Group.

Martin Lovegrove – Vice Chair

Martin has worked in health and safety for the last fifteen years for a number of organisations covering agriculture, civil engineering, engineering, telecommunications, utilities and construction. Prior to that, he was in Farming and Estate Management for twenty-six years. He is a Chartered Member of IOSH, Member of IFE, Member of IIRSM and Practitioner Member of IEMA. Since May 2013, he has worked for the Berkeley Group where he is currently Head of Health, Safety & Build Quality Assurance which includes involvement in setting the strategic direction for the group in health and safety, as well as an operational supporting role across the sites. Recently he has taken up leading a team in Build Quality Assurance.

| | |
|---|--|
|  | <p>Declan Davis – Immediate Past Joint Co- Chair</p> <p>Declan Davis a Chartered Member of IOSH with over 30 years year experience in the construction industry, with an operational background in civil engineering, he made a move into functional role of Health, Safety, Quality & Environmental in 2011. He is the Assistant HSQE Director for Ferrovial Construction UK & Ireland and is involved in some of the largest infrastructure projects in the UK such as T5 & T2 at Heathrow Airport, Crossrail, Thames Tideway Tunnel and on HS2.</p> |
|  | <p>Jeff Russell – Immediate Past Joint Co- Chair</p> <p>Jeff is an IOSH Chartered Health & Safety practitioner with over 25 years' experience in Safety, Health and Environment within the construction industry, the majority of which have been with Spadeoak. He is a member of the IIRSM and holds certification form various industry bodies. Working with specialist surfacing, sports and civils contractor Spadeoak, Jeff has been involved in highly prestigious projects ranging from the London 2012 Olympics to Crown Estates together with numerous well-known main contractors. Part of Jeff's role on the CHSG board is to represent SME contractors; his interests include travelling and competitive swimming.</p> |
|  | <p>Sean Elson</p> <p>Partner with Pinsent Masons LLP an international law firm that has worldwide reputation for construction related law. After qualifying as a solicitor in 1994 he now specialises in health and safety law and has been for the past 20 years. Sean is also the secretary for the Health and Safety Lawyers Association.</p> |
|  | <p>Gavin Bye</p> <p>Gavin joined Costain in 2013 and has led both the Natural Resources and Infrastructure Divisions as Director of Safety, Health and Environment. From January 2017 he became Costain Group SHE Director. He leads a team of over one hundred and fifty professionals working across Costain's diverse operations. Prior to joining Costain Gavin spent 24 years with HSE as an Inspector, Principal Inspector and Head of Operations. His last role in HSE from 2009 was to lead HSE's Construction Sector and Policy Unit leading the delivery of the evaluation, review and revision of CDM including leading negotiations with the European Commission.</p> |

Election Procedure

At least one third of the elected members of the Board retires at each Annual General Meeting of the Group and are eligible for re-election. The members of the Board to retire in every year are those who have been longest in office since their last election.

All Board members give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 10 to the financial statement.

The Trustees agree what skills, experience and knowledge are needed and the process for recruitment is formalised. The delegation of approaching potential directors/trustees may be undertaken by delegated members of the Board but the whole trustee board are in full control of the process and decisions.

Prospective trustees are approached by a member of the board and their interests in joining the Board, together with the responsibilities such appointment entail, are discussed. Terms and conditions of the appointment are also communicated to the nominees.

Persons eligible for election to the Board of Trustees should complete an application form and their application is then proposed and seconded by two current Board members who have voting rights. These are to be submitted at least 28 days before the Annual General Meeting for election by the members.

Achievement and Performance

Monthly Meetings

This last year we had a great range of speakers and also invited double presentations for some topics, which has been well received:

January 23 – Sustainability , Key Risk and Opportunities for the Construction sector.

Feb 23 Ready for the Gate, an update of how the constructions sector is supporting the offenders programme and in particular the supply chain support. How can we do more ?

Mar 23 Lifting Standards, an excellent opportunity to update with the new VR courses for both lifting and slingers courses.

Apr 23 AGM and Armorgard Manual Handling developments and the lithium ion battery charging units.

June 23 E-torch Roofing methods and the benefits of this lower risk flat roofing development Plus The Sentura group with an update of lithium battery risks and mitigation options.

July -23 Jincom and the new Apps and developments available. Already used across many construction companies the options have now become more diverse and available with the App developments.

Sept 23 – Real time dust monitoring and in particular silica dust. A second speaker presented real time asbestos monitoring and both companies detailed their software and equipment benefits.

Oct 23 Heathrow Airport Fire Chief, presented airport fire risks and in particular lithium batteries both passenger and air side aspects and current developments within the fire service for dealing with these. Plus the recent Luton Airport car park fire.

Nov 23 Sean Elson provide a detailed legal update.

Dec 23 HSE annual update followed by Steve Hails – Tideway discussing lessons learned as the Tunnel project come a to an end Followed by JSP presenting what is new in 23. This was then followed by an awards presentation, the first since the Covid lockdown, so a great opportunity to present those businesses with awards for training both during and post covid.

The Trustees look forward to continuing this close association with HSE, but also developing new relationships with others, who we look forward to meeting in the year ahead.

We have also seen a significant benefit of using the various digital platforms and the use of mailchimp to advertise courses and inform our members and interested parties of articles of interest and to engage with them especially during the Covid lockdown periods has been invaluable. The trainers have now become very competent at training both face to face and via other remote platforms such as Zoom

and Teams and we believe that this will remain going forwards. We look forward to enriching some of our courses with new digital formats going forwards e.g. visualisations etc

Membership Services

The Board were pleased to accept 10 new members to the Group; the total membership during the year.

The totals are as follows:

| Category | 2023 |
|----------|------|
| Members' | 180+ |

CHSG has over 71 years' of experience in the preparation and presentation of health and safety courses; all standard courses are quality assured to BS EN ISO 9001:2015.

All our courses are audited annually by internal auditors and course appraisal forms are collated for evaluation and are detailed in the monthly administration report reviewed at Board Meetings.

CHSG members are invited to take advantage of their membership by making use of the courses that the Group has to offer, whether it is one of our own standard courses or an externally accredited course.

Courses run at Chertsey Training Centre & Clients Sites 2023:

| | |
|---|---|
| CISRS Basic Scaffold Inspection (3 days) CISRS One day Scaffold Awareness CHSG Scaffold Inspection Course (1 day) Bespoke CHSG 2 day Scaffold Course CHSG Working at Height including Safe Use of Fall Protection Equipment training CHSG Fire Diploma in Construction Fire Safety & Fire Risk Management SQF (level 10 with 50 points), IFSM & IFE accredited CHSG Construction Fire Risk Assessment Course SQF (Level 7 with 5 Credit Points) & IFSM recognition | CITB Temporary Works Supervisor CITB Temporary Works Co-Ordinator CITB Temporary Works Co-Ordinator Refresher CITB SMSTS CITB SMSTS Refresher CHSG Bespoke Fire Risk Management Awareness in Construction Courses with IFSM recognition CHSG Bespoke Fire Safety Co-Ordinator Courses with IFSM recognition CHSG Bespoke Hot Works Permit Courses all individually recognized through IFSM |
|---|---|

Courses delivered as Remote Learning in 2023:

| | |
|--|---|
| CITB Temporary Works Co-Ordinator CITB Temporary Works Supervisor CITB Temporary Works General Awareness(discontinued 2023) CITB Temporary Works Co-Ordinator Refresher CHSG TW General Awareness Course CHSG Fire Diploma in Construction Fire Safety & Fire Risk Management SQF (Level 10 with 50 | Mental Health First Aid (1day) Mental Health First Aider (3 days) Mental Health First Aider Refresher (0.5 Day) CHSG Bespoke Fire Risk Management Awareness in Construction with IFSM recognition CHSG Bespoke Fire Safety Co-ordinators Course with IFSM recognition |
|--|---|

| | |
|---|--|
| Credit Points), IFSM & IFE accredited (some units due to illness or revision days required) CITB SMSTS Refresher CHSG Fire Marshall course – IFSM accredited. | |
|---|--|

Newly Accredited Courses with IFSM:

CHSG Responsible Persons Course – can be generic or bespoke

CHSG Generic Fire Safety Co-Ordinators 2 Day course

1 Day Fire Risk Awareness Course Bespoke.

Construction Health & Safety Group

Report of the Trustees For The Year Ended 31 December 2023

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Construction Health & Safety Group for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

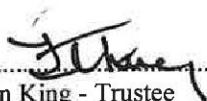
- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Fuller Spurling, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 20/3/24 and signed on its behalf by:


Mr John King - Trustee

Report of the Independent Auditors to the Members of Construction Health & Safety Group

Opinion

We have audited the financial statements of Construction Health & Safety Group (the 'charitable company') for the year ended 31 December 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 16 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Report of the Independent Auditors to the Members of Construction Health & Safety Group

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory frameworks that are applicable to the Charitable Company and determined that the most significant are those that relate to the Charities Act 2011 and Charities SORP as they directly impact way the entity conducts its affairs and presents information in its financial statements.

We assessed the risks of material misstatement in respect of fraud by making enquiries of management and those charged with governance. The audit team discussed and identified particular areas that were susceptible to misstatement as part of their fraud discussion.

Based on the results of our risk assessment we designed our audit procedures to identify non-compliance with such laws and regulations identified above and made enquiries of management and those charged with governance. We corroborated our enquiries through the review of appropriate documentation. We did not find any contradictory evidence.

We considered the risk of fraud through management override and in response we incorporated testing of manual journal entries, both during the year and at year end, into our audit approach.

Based on the results of our risk assessment we designed our audit procedures to identify and address material misstatements in relation to fraud in relation to the possibility of fraudulent or corrupt payments given the size of the entity and the limitation on the segregation of certain duties

We incorporated an element of unpredictability in the selection of the nature, timing and extent of our audit procedures.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

**Report of the Independent Auditors to the Members of
Construction Health & Safety Group**

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Mark Harvey (Senior Statutory Auditor)
for and on behalf of Fuller Spurling
Statutory Auditors
Mill House
58 Guildford Street
Chertsey
Surrey
KT16 9BE



Date: 25/3/2024

Construction Health & Safety Group
Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
For The Year Ended 31 December 2023

| | | 31.12.23 Unrestricted fund £ | 31.12.22 Total funds £ |
|------------------------------------|-------|---------------------------------------|---------------------------------|
| INCOME AND ENDOWMENTS FROM | Notes | | |
| Charitable activities | 3 | | |
| Membership subscriptions | | 56,371 | 53,617 |
| Training course fees | | 472,477 | 422,747 |
| Room hire and other income | | 1,670 | 330 |
| Investment income | 2 | <u>25,260</u> | <u>25,638</u> |
| Total | | <u>555,778</u> | <u>502,332</u> |
| EXPENDITURE ON | | | |
| Charitable activities | 4 | | |
| Membership subscriptions | | 8,113 | 10,636 |
| Training course fees | | 434,249 | 413,736 |
| Governance costs | | <u>207,207</u> | <u>213,518</u> |
| Total | | <u>649,569</u> | <u>637,890</u> |
| Net gains/(losses) on investments | | <u>72,713</u> | <u>(110,633)</u> |
| NET INCOME/(EXPENDITURE) | | (21,078) | (246,191) |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward | | 1,145,079 | 1,391,270 |
| TOTAL FUNDS CARRIED FORWARD | | <u><u>1,124,001</u></u> | <u><u>1,145,079</u></u> |

The notes form part of these financial statements

Construction Health & Safety Group

Balance Sheet 31 December 2023

| | Notes | 31.12.23 Unrestricted fund £ | 31.12.22 Total funds £ |
|--|-------|---------------------------------------|---------------------------------|
| FIXED ASSETS | | | |
| Tangible assets | 10 | 253,549 | 304,174 |
| Investments | 11 | <u>841,259</u> | <u>818,546</u> |
| | | 1,094,808 | 1,122,720 |
| CURRENT ASSETS | | | |
| Debtors | 12 | 65,388 | 31,554 |
| Cash at bank and in hand | | <u>79,993</u> | <u>80,290</u> |
| | | 145,381 | 111,844 |
| CREDITORS | | | |
| Amounts falling due within one year | 13 | (116,188) | (89,485) |
| | | <u>29,193</u> | <u>22,359</u> |
| NET CURRENT ASSETS | | | |
| | | <u>1,124,001</u> | <u>1,145,079</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | |
| | | <u>1,124,001</u> | <u>1,145,079</u> |
| NET ASSETS | | | |
| | | <u>1,124,001</u> | <u>1,145,079</u> |
| FUNDS | 14 | | |
| Unrestricted funds | | <u>1,124,001</u> | <u>1,145,079</u> |
| TOTAL FUNDS | | <u>1,124,001</u> | <u>1,145,079</u> |

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 29/3/24 and were signed on its behalf by:


Mr John King - Trustee

Construction Health & Safety Group

**Cash Flow Statement
For The Year Ended 31 December 2023**

| | Notes | 31.12.23 £ | 31.12.22 £ |
|---|-------|-------------------|-------------------|
| Cash flows from operating activities | | | |
| Cash generated from operations | 1 | <u>(49,894)</u> | <u>(60,555)</u> |
| Net cash used in operating activities | | <u>(49,894)</u> | <u>(60,555)</u> |
| Cash flows from investing activities | | | |
| Purchase of tangible fixed assets | | (1,857) | (8,400) |
| Sale of fixed asset investments | | 50,000 | 50,000 |
| Interest received | | <u>1,454</u> | <u>392</u> |
| Net cash provided by investing activities | | <u>49,597</u> | <u>41,992</u> |
| Change in cash and cash equivalents in the reporting period | | (297) | (18,563) |
| Cash and cash equivalents at the beginning of the reporting period | | <u>80,290</u> | <u>98,853</u> |
| Cash and cash equivalents at the end of the reporting period | | <u>79,993</u> | <u>80,290</u> |

The notes form part of these financial statements

Construction Health & Safety Group

**Notes to the Cash Flow Statement
For The Year Ended 31 December 2023**

1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 31.12.23 £ | 31.12.22 £ |
|--|------------------------|------------------------|
| Net expenditure for the reporting period (as per the Statement of Financial Activities) | (21,078) | (246,191) |
| Adjustments for: | | |
| Depreciation charges | 52,481 | 53,784 |
| (Gain)/losses on investments | (72,713) | 110,633 |
| Interest received | (1,454) | (392) |
| (Increase)/decrease in debtors | (33,833) | 28,758 |
| Increase/(decrease) in creditors | <u>26,703</u> | <u>(7,147)</u> |
| Net cash used in operations | <u><u>(49,894)</u></u> | <u><u>(60,555)</u></u> |

2. ANALYSIS OF CHANGES IN NET FUNDS

| | At 1.1.23 £ | Cash flow £ | At 31.12.23 £ |
|--------------------------|----------------------|---------------------|----------------------|
| Net cash | | | |
| Cash at bank and in hand | <u>80,290</u> | <u>(297)</u> | <u>79,993</u> |
| | <u>80,290</u> | <u>(297)</u> | <u>79,993</u> |
| Total | <u><u>80,290</u></u> | <u><u>(297)</u></u> | <u><u>79,993</u></u> |

Notes to the Financial Statements
For The Year Ended 31 December 2023

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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities Act 2011 and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

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. Annual subscriptions are apportioned to the relevant accounting period and the future element is treated as deferred income, together with course fees received or invoiced in advance for the next accounting period, and are shown within creditors.

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 classified under the following activity headings:

- Costs of raising funds comprise the costs of organising and running publicity events.
- Expenditure on charitable activities include the costs of running training courses and other educational activities undertaken to further the purposes of the charity, associated support costs and governance costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Allocation and apportionment of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel payroll and governance costs which support the group's training programmes, membership and other activities. These costs are all attributable to expenditure on charitable activities. Staff costs have been allocated to headings based upon the directors' best estimate of the proportion of time spent by staff on those activities. Other costs have been apportioned, where appropriate, on the basis of the budgeted income at the start of the year.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

| | |
|-----------------------|----------------------------|
| Freehold property | - at varying rates on cost |
| Teaching equipment | - 30% on cost |
| Fixtures and fittings | - 15% on cost |
| Computer equipment | - 30% on cost |

No depreciation is provided on freehold land. Original buildings are depreciated at 1% on costs whilst refurbishment costs are depreciated at 10% on cost.

Investments

Investments are stated at the mid-market value of the underlying securities within the managed funds at the Balance Sheet date. Unrealised gains or losses on revaluation are taken to the Statement of Financial Activities.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Construction Health & Safety Group

Notes to the Financial Statements - continued For The Year Ended 31 December 2023

1. ACCOUNTING POLICIES - continued

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash at bank and in hand, and demand deposits with banks.

Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial Instruments

The Charitable Company has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value, except for Investments which are measured at their market valuation at the balance sheet date.

Taxation

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

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2. INVESTMENT INCOME

| | 31.12.23 | 31.12.22 |
|--------------------------|---------------|---------------|
| | £ | £ |
| Investment fund income | 23,806 | 25,246 |
| Deposit account interest | <u>1,454</u> | <u>392</u> |
| | <u>25,260</u> | <u>25,638</u> |

3. INCOME FROM CHARITABLE ACTIVITIES

| | Activity | 31.12.23 | 31.12.22 |
|----------------------------|----------------------------|----------------|----------------|
| | | £ | £ |
| Membership subscriptions | Membership subscriptions | 56,371 | 53,617 |
| Training courses - fees | Training course fees | 472,477 | 422,193 |
| Room hire and other income | Training course fees | - | 554 |
| Room hire and other income | Room hire and other income | <u>1,670</u> | <u>330</u> |
| | | <u>530,518</u> | <u>476,694</u> |

Construction Health & Safety Group

**Notes to the Financial Statements - continued
For The Year Ended 31 December 2023**

4. CHARITABLE ACTIVITIES COSTS

| | Direct Costs (see note 5) £ | Support costs (see note 6) £ | Totals £ |
|--------------------------|--------------------------------------|---------------------------------------|-----------------------|
| Membership subscriptions | - | 8,113 | 8,113 |
| Training course fees | 227,844 | 206,405 | 434,249 |
| Governance costs | <u>998</u> | <u>206,209</u> | <u>207,207</u> |
| | <u><u>228,842</u></u> | <u><u>420,727</u></u> | <u><u>649,569</u></u> |

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

| | 31.12.23 £ | 31.12.22 £ |
|------------------------------|-----------------------|-----------------------|
| Training course - costs | 227,844 | 199,723 |
| Donations to other charities | <u>998</u> | <u>740</u> |
| | <u><u>228,842</u></u> | <u><u>200,463</u></u> |

6. SUPPORT COSTS

| | Staff & trustee related costs £ | Financial & legal £ | Office and property management £ | Publicity costs £ |
|--------------------------|---|---------------------------|--|-------------------------|
| Membership subscriptions | 1,009 | 593 | 2,654 | - |
| Training course fees | 43,843 | 10,684 | 47,756 | 28,857 |
| Governance costs | <u>196,848</u> | <u>7,005</u> | <u>2,654</u> | <u>(13,451)</u> |
| | <u><u>241,700</u></u> | <u><u>18,282</u></u> | <u><u>53,064</u></u> | <u><u>15,406</u></u> |

| | Office management £ | Depreciation and impairment £ | Auditors costs £ | Totals £ |
|--------------------------|---------------------------|--|------------------------|-----------------------|
| Membership subscriptions | 1,525 | 2,332 | - | 8,113 |
| Training course fees | 27,448 | 47,817 | - | 206,405 |
| Governance costs | <u>1,525</u> | <u>2,332</u> | <u>9,296</u> | <u>206,209</u> |
| | <u><u>30,498</u></u> | <u><u>52,481</u></u> | <u><u>9,296</u></u> | <u><u>420,727</u></u> |

7. NET INCOME/(EXPENDITURE)

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

| | 31.12.23 £ | 31.12.22 £ |
|-----------------------------|---------------|---------------|
| Depreciation - owned assets | 52,482 | 53,784 |
| Auditor's remuneration | <u>8,657</u> | <u>8,309</u> |

Construction Health & Safety Group

**Notes to the Financial Statements - continued
For The Year Ended 31 December 2023**

8. 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

There were no travel expenses for trustee's to be reimbursed in connection with their duties in this period or last period. Arrangements were made for appropriate insurance, indemnifying the officers and board members for the year.

9. STAFF COSTS

| | 31.12.23 | 31.12.22 |
|-----------------------|-----------------------|-----------------------|
| | £ | £ |
| Wages and salaries | 197,445 | 201,013 |
| Social security costs | 18,194 | 18,995 |
| Other pension costs | <u>17,209</u> | <u>16,771</u> |
| | <u><u>232,848</u></u> | <u><u>236,779</u></u> |

The average monthly number of employees during the year was as follows:

| | 31.12.23 | 31.12.22 |
|---------------------------|-----------------|-----------------|
| Management and operations | <u><u>4</u></u> | <u><u>5</u></u> |

Two employees had employee benefits in excess of £60,000 (2022: Two). Pension costs are allocated in proportion to the related staffing costs incurred and are wholly charged to unrestricted funds.

The key management personnel of the charity comprise the trustees, the chief executive, the Training & Centre Executive and the management accountant. The total benefits of the key management personnel of the Trust were £160,068 (2022: £151,982).

10. TANGIBLE FIXED ASSETS

| | Freehold property £ | Teaching equipment £ | Fixtures and fittings £ | Computer equipment £ | Totals £ |
|-----------------------|---------------------------|----------------------------|----------------------------------|----------------------------|-----------------------|
| COST | | | | | |
| At 1 January 2023 | 590,882 | 42,292 | 108,111 | 30,900 | 772,185 |
| Additions | <u>-</u> | <u>-</u> | <u>-</u> | <u>1,857</u> | <u>1,857</u> |
| At 31 December 2023 | <u><u>590,882</u></u> | <u><u>42,292</u></u> | <u><u>108,111</u></u> | <u><u>32,757</u></u> | <u><u>774,042</u></u> |
| DEPRECIATION | | | | | |
| At 1 January 2023 | 321,800 | 33,024 | 86,601 | 26,586 | 468,011 |
| Charge for year | <u>37,043</u> | <u>5,833</u> | <u>7,462</u> | <u>2,144</u> | <u>52,482</u> |
| At 31 December 2023 | <u><u>358,843</u></u> | <u><u>38,857</u></u> | <u><u>94,063</u></u> | <u><u>28,730</u></u> | <u><u>520,493</u></u> |
| NET BOOK VALUE | | | | | |
| At 31 December 2023 | <u><u>232,039</u></u> | <u><u>3,435</u></u> | <u><u>14,048</u></u> | <u><u>4,027</u></u> | <u><u>253,549</u></u> |
| At 31 December 2022 | <u><u>269,082</u></u> | <u><u>9,268</u></u> | <u><u>21,510</u></u> | <u><u>4,314</u></u> | <u><u>304,174</u></u> |

The freehold property was valued in December 2022 on an existing use basis at £810,000.

Construction Health & Safety Group

**Notes to the Financial Statements - continued
For The Year Ended 31 December 2023**

11. FIXED ASSET INVESTMENTS

| | Managed funds £ |
|-----------------------|-----------------------|
| MARKET VALUE | |
| At 1 January 2023 | 818,546 |
| Disposals | (50,000) |
| Revaluations | <u>72,713</u> |
| At 31 December 2023 | <u>841,259</u> |
| NET BOOK VALUE | |
| At 31 December 2023 | <u>841,259</u> |
| At 31 December 2022 | <u>818,546</u> |

There were no investment assets outside the UK.

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.12.23 £ | 31.12.22 £ |
|--------------------------------|---------------|---------------|
| Trade debtors | 35,672 | 12,787 |
| VAT | 1,159 | 1,786 |
| Prepayments and accrued income | <u>28,557</u> | <u>16,981</u> |
| | <u>65,388</u> | <u>31,554</u> |

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.12.23 £ | 31.12.22 £ |
|---------------------------------|----------------|---------------|
| Trade creditors | 838 | 3,486 |
| Social security and other taxes | 6,138 | 5,967 |
| Other creditors | 12,912 | 1,452 |
| Accruals and deferred income | <u>96,300</u> | <u>78,580</u> |
| | <u>116,188</u> | <u>89,485</u> |

14. MOVEMENT IN FUNDS

| | At 1.1.23 £ | Net movement in funds £ | At 31.12.23 £ |
|---------------------------|------------------|----------------------------------|---------------------|
| Unrestricted funds | | | |
| General fund | 1,145,079 | (21,078) | 1,124,001 |
| TOTAL FUNDS | <u>1,145,079</u> | <u>(21,078)</u> | <u>1,124,001</u> |

Construction Health & Safety Group

Notes to the Financial Statements - continued For The Year Ended 31 December 2023

14. MOVEMENT IN FUNDS - continued

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 | 555,778 | (649,569) | 72,713 | (21,078) |
| | <u>555,778</u> | <u>(649,569)</u> | <u>72,713</u> | <u>(21,078)</u> |
| TOTAL FUNDS | <u>555,778</u> | <u>(649,569)</u> | <u>72,713</u> | <u>(21,078)</u> |

Comparatives for movement in funds

| | At 1.1.22 £ | Net movement in funds £ | At 31.12.22 £ |
|---------------------------|------------------|----------------------------------|---------------------|
| Unrestricted funds | | | |
| General fund | 1,391,270 | (246,191) | 1,145,079 |
| | <u>1,391,270</u> | <u>(246,191)</u> | <u>1,145,079</u> |
| TOTAL FUNDS | <u>1,391,270</u> | <u>(246,191)</u> | <u>1,145,079</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 | 502,332 | (637,890) | (110,633) | (246,191) |
| | <u>502,332</u> | <u>(637,890)</u> | <u>(110,633)</u> | <u>(246,191)</u> |
| TOTAL FUNDS | <u>502,332</u> | <u>(637,890)</u> | <u>(110,633)</u> | <u>(246,191)</u> |

15. RELATED PARTY DISCLOSURES

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

16. FRC ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other entities of our size and nature we use our auditors to assist with the preparation of the financial statements and to provide guidance on VAT matters.

Construction Health & Safety Group

Notes to the Financial Statements - continued For The Year Ended 31 December 2023

17. GENERAL INFORMATION

Construction Health and Safety Group is a charitable company limited by guarantee without share capital. It is incorporated in England and has its registered office at John Ryder Training Centre, St Ann's Road, Chertsey, Surrey, KT16 9DG.

Construction Health & Safety Group

**Detailed Statement of Financial Activities
For The Year Ended 31 December 2023**

| | 31.12.23 £ | 31.12.22 £ |
|--|----------------|----------------|
| INCOME AND ENDOWMENTS | | |
| Investment income | | |
| Investment fund income | 23,806 | 25,246 |
| Deposit account interest | <u>1,454</u> | <u>392</u> |
| | 25,260 | 25,638 |
| Charitable activities | | |
| Training courses - fees | 472,477 | 422,193 |
| Membership subscriptions | 56,371 | 53,617 |
| Room hire and other income | <u>1,670</u> | <u>884</u> |
| | <u>530,518</u> | <u>476,694</u> |
| Total incoming resources | 555,778 | 502,332 |
| EXPENDITURE | | |
| Charitable activities | | |
| Training course - costs | 227,844 | 199,723 |
| Donations to other charities | <u>998</u> | <u>740</u> |
| | 228,842 | 200,463 |
| Support costs | | |
| Staff & trustee related costs | | |
| Wages | 197,445 | 201,013 |
| Social security | 18,194 | 18,995 |
| Pensions | 17,209 | 16,771 |
| Staff welfare | <u>8,852</u> | <u>7,145</u> |
| | 241,700 | 243,924 |
| Financial & legal | | |
| Bank charges | 2,125 | 1,518 |
| Professional services | 13,962 | 12,278 |
| Payroll charges | 1,095 | 1,010 |
| Software | <u>1,100</u> | <u>926</u> |
| | 18,282 | 15,732 |
| Office and property management | | |
| Rates and water | 5,839 | 5,811 |
| Light and heat | 6,779 | 4,595 |
| Travel | 2,773 | 302 |
| IT costs | 6,954 | 6,226 |
| Property maintenance | 16,107 | 44,356 |
| Office cleaning | <u>14,612</u> | <u>14,228</u> |
| | 53,064 | 75,518 |

This page does not form part of the statutory financial statements

Construction Health & Safety Group

**Detailed Statement of Financial Activities
For The Year Ended 31 December 2023**

| | 31.12.23 £ | 31.12.22 £ |
|---------------------------------------|-----------------|------------------|
| Office and property management | | |
| Publicity costs | | |
| Advertising and promotion | 15,406 | 15,331 |
| Office management | | |
| Insurance | 10,184 | 6,853 |
| Postage and stationery | 19,232 | 17,367 |
| Catering | 956 | 290 |
| Staff training | <u>126</u> | <u>319</u> |
| | 30,498 | 24,829 |
| Depreciation and impairment | | |
| Freehold property | 37,043 | 36,203 |
| Depn of teaching equipment | 5,833 | 6,099 |
| Fixtures and fittings | 7,461 | 8,549 |
| Computer equipment | <u>2,144</u> | <u>2,933</u> |
| | 52,481 | 53,784 |
| Auditors costs | | |
| Audit & other costs | <u>9,296</u> | <u>8,309</u> |
| Total resources expended | <u>649,569</u> | <u>637,890</u> |
| Net expenditure | <u>(93,791)</u> | <u>(135,558)</u> |

