

**Urban Design Group**

**Annual Report and Accounts 2023**

# **Urban Design Group: Annual Report 2023**

## **Report of the Trustees for the year ending 28 February 2023**

**Address:** 70 Cowcross Street, London EC1M 6EJ

**Charity Number:** 326123

**Trustees as at 28 Feb 2023:** Arnold Linden Marion Roberts Janet Tibbalds Marcus Wilshire  
The trustees are sad to report that Arnold died on 27<sup>th</sup> August of this year.

### *Statement of trustees' responsibilities:*

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its incoming resources and resources expended during that year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the activities of the charity will continue
- Confirm that they have paid due regard to the Charity Commission guidelines on public benefit.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Statement of Recommended Practice, Accounting and Reporting by Charities 2005. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In the course of the year, the trustees produced a report on conflicts of interest and member behaviour, leading to the adoption of an updated constitution. It is expected that in the coming year, the Urban Design Group will progress from being an unincorporated charity into a charitable incorporated organisation.

## **Constitution**

The Urban Design Group is governed by a constitution approved at a Special General Meeting held on 26 April 2023. It is based on the Charity Commission SG3 model constitution for unincorporated charities.

## **Executive Committee 2022-2023**

The UDG Executive Committee is responsible for the day-to-day operation of the UDG.

Members as at 28 February 2023 were:

### **Elected:**

Katja Stille (Chair)	Colin Pullan
Paul Reynolds (Hon Secretary)	Amanda Reynolds
Christopher Martin (Treasurer)	Barry Sellers
Husam AlWaer	Kenji Shermer
Leo Hammond (Past Chair)	Alan Stones
Colin Munsie	Louise Thomas
	Rob Thompson

### **Coopted subsequently:**

Scott Elliott Adams	Graeme Moore
Patricia Aelbrecht	Raj Rooprai
Meenakshi Bhagat	Brian Quinn
Philip Black	Graham Smith
Andrew Dakin (corresponding)	Alan Thompson
Daniela Lucchese	Jacob Willson
(Editorial Board Rep)	Hannah Smart

### **Patrons**

Alan Baxter	Lindsey Whitelaw	John Worthington	Roger Evans
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## Performance & Achievements

The year 2022-2023 efforts were made to re-establish activities in the post-pandemic era, with sustained efforts by the membership, Executive Committee, Editorial Board, and staff.

### Membership

Category	Feb 2023	Nov 2022	Mar-2021	Mar-2020	Mar-2019	Aug-2017	May 2015	Jun-2013	Jun-2011	Jun-2009
Standard Individual (UK)	550	531	539	523	548	582	633	647	714	826
Standard Individual (International)	47	67	72	66	66	80	81	81	79	88
Recognised Practitioner	202	203	173	154	122	112	104	88	63	9
Concession (UK)	165	163	160	139	153	155	158	175	192	153
Practice (UK)	149	151	138	138	128	118	120	128	135	167
Practice (International)	1	3	2	2	2	4	5	6	7	11
Local Authority	53	52	42	42	33	25	25	36	36	46
University	4	1	12	12	11	16	19	15	14	12
Library (UK)	29	29	29	31	34	41	42	44	41	41
Library (International)	24	30	31	35	43	46	42	42	39	41
Sub-total	1224	1230	1198	1142	1140	1179	1229	1262	1320	1394
Newsletter only	2839	2660	1909	1451	1380	1131	926	675	476	212
Totals	4063	3890	3107	2593	2520	2310	2155	1937	1796	1606

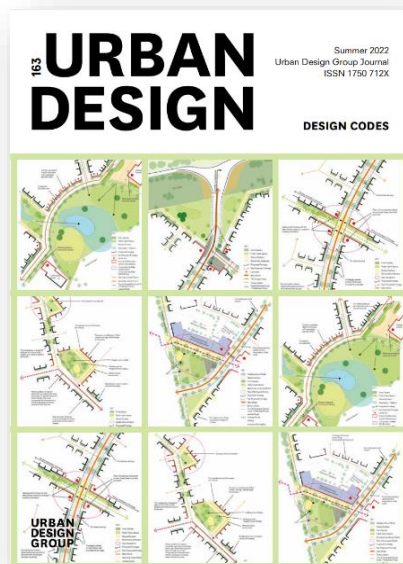
### Urban Design Journal

*Urban Design* is directed and managed by the UDG Editorial Board. The membership of the Editorial Board for 2022-23 comprised:

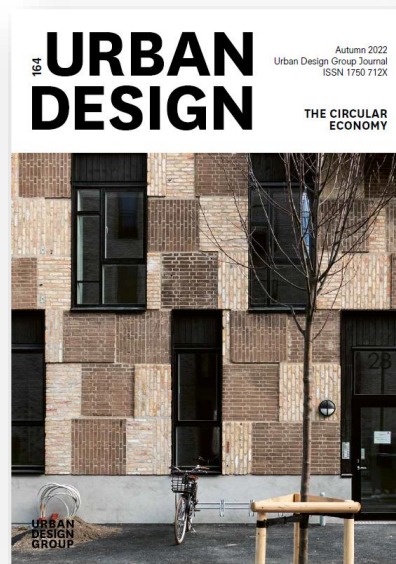
Sebastian Loew (editor)	Richard Cole	Jane Manning
Louise Thomas (editor)	Richard Crappsley	Chris Martin
	Tim Hagyard	Geoff Noble
Patricia Aelbrecht	Joe Holyoak	Judith Ryser
Matthew Carmona	Daniela Lucchese	

Over the past year a number of high-quality contributions were received on a variety of topics, occasionally fairly controversial. The Editorial Board always welcomes these and encourages members to make contact if there is an issue that they would like to share with others. The Editorial Board has also received letters responding to previous articles and would welcome more of these.

The editions of Urban Design published were:



163 – Design Codes  
Topic Editor, Marcus Wilshire



164 – The Circular Economy  
Topic Editor, Jane Manning



165 – Sensing the City  
Topic Editor, Daniela Lucchese



166 – Council Housing  
Topic Editor, Leo Hammond

## Events

The UDG continued its programme of events, where possible, working in partnership with other organisations.

- Aleppo City: Yesterday, Today and Tomorrow: an ancient city of the Eastern Mediterranean
- Better Streets Summit
- Design Officers Network
- Urban Design and the Film and Television Industry
- Facilitating the Productive 20 minute neighbourhood in the UK
- Design Codes – Where are we?

- How to make People-friendly places masterclasses
  - o Built schemes
  - o Urban Design Frameworks
  - o On the edge of town
- London Borough's Healthy Streets Scorecard 2022 led by CPRE London
- Understanding the Georgian Seaside Resort
- Appealing Design – Does design quality carry weight in planning appeals – in support of the Place Alliance
- Parking Policy Time for Change? – in support of CPRE London
- Do we need a below ground national design guide – session at Futurebuild 2022

## Visits

Hastings St Leonards on Sea – 15 Minute place

## Design Officers Network

The Network continued to be convened, to provide a safe space for anyone involved in design in the public or not-for profit sector to share views, ideas, concerns and latest intelligence. Attendances generally were around 80 individuals.

## UrbanNous- Video on Demand

Thanks are due to Fergus Carnegie who continues his largely voluntary work. He has recorded and packaged the UDG zoom events making them available to a global audience through the Urbannous website and Youtube channel. They are also embedded on the UDG website events archive pages and shared on the UDG Youtube channel.

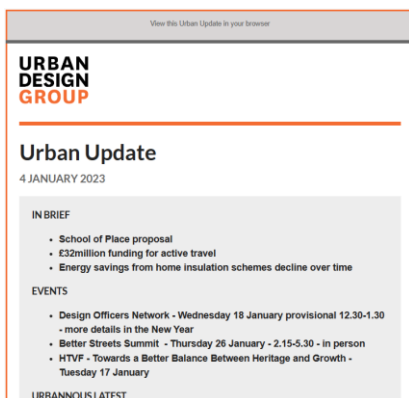
This is a great resource and a tremendously valuable archive of the huge number of presentations given at the UDG over recent years.

The ideas | Space interviews with Christopher Martin and guests, a collaboration between UDG, Urban Nous and Urban Movement included:

- Venice of the North? Innovative policies for Birmingham with Cllr Waseem Zaffar
- Skateboarding - Culture and History in Urban Design with Iain Borden

## Urban Update

Thirty-four editions of UDG's email newsletter Urban Update were issued during the course of the year, featuring latest news, research and events relating to towns, cities and urban design, with the circulation list exceeding 4000 for the first time.



## Financial Review

### Reserves policy

The definition of 'reserve' is: 'Income which becomes available to the Charity and is to be expended at the Trustees' discretion in furtherance of the Charity's objectives, but which is not yet spent, committed or designated'. This definition therefore excludes restricted funds and sums already invested in fixed assets.

The trustees have reviewed the reserves of the charity and, in view of the current financial situation, are of the opinion that they should fall no lower than a minimum of £50,000. This will provide sufficient funds to enable the charity to meet outstanding obligations.

Approved by the Trustees on 11 December 2023  
and signed on their behalf

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Marcus Wilshire, Trustee, UDG

## Summary of Accounts

	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014	2013
	Totals	Totals	Totals	Totals	Totals	Totals	Totals	Totals	Totals	Totals	Totals
<b>INCOMING RESOURCES</b>											
Subscriptions	114,160	115,987	98,320	113,911	108,816	96,075	113,410	100,072	114,461	76,781	75,656
Publications and Awards	8,601	10,944	31,864	7,225	46,755	8,842	10,291	40,939	6,099	13,354	32,856
Conference Fees and Sponsorship				23,916	21,026	18,975	17,163	20,213	14,246	-	-
London Events	381	208	331	3,488	3,010	2,456	1,040	1,912			
Study Tours & Recruitment Services	18,550	19,500	2750	23,557	46,758	41,170	45,599				
Donation		18,779						26,102	13,963	9,824	4,731
Activities to Generate Funds											
Interest Received	202	85	86	85	85	32	315	338	373	920	1,003
Inland Revenue: Gift Aid								(3,600)	4,216	3,992	4,120
Miscellaneous Income	70		750		5,638	703		-	458	335	580
<b>TOTAL INCOMING RESOURCES</b>	141,964	165,503	140,293	172,182	232,088	168,253	187,818	185,976	153,816	105,206	118,946
<b>RESOURCES EXPENDED</b>											
Charitable Expenditure											
Publications & Awards	40,231	45,836	41,717	42,425	63,953	36,584	38,193	57,846	24,110	30,933	49,676
Conference Expenditure		3,652	621	15,183	9,836	12,774	18,273	18,295	16,201		
General	82,629	135,759	117,582	107,472	104,980	90,280	78,886	72,019	65,538	79,431	86,312
Study Tours Expenditure					15,300	22,284	25,296				
Development Expenditure									-	-	5,000
Governance costs (accountancy)	2,040	1,230	1,630	1,740	1,680	2,753	2100	1,200	1,200	1,140	1,116
<b>TOTAL RESOURCES EXPENDED</b>	124,900	186,477	161,550	166,820	195,749	164,675	162,748	149,360	107,049	111,504	142,104
<b>NET INCOME / (EXPENDITURE) FOR THE YEAR</b>	17,064	(20,974)	(21,257)	5,362	36,339	3,578	25,070	36,616	46,767	(6,298)	(23,158)
<b>FUND BALANCES BROUGHT FORWARD</b>	205,468	226,442	247,699	242,337	205,998	202,420	177,350	140,734	93,967	100,265	123,423
<b>FUND BALANCES CARRIED FORWARD</b>	222,532	205,468	226,442	247,699	242,337	205,998	202,420	177,350	140,734	93,967	100,265
<b>CURRENT ASSETS</b>		252,711	268,244	276,382	257,188	218,879	220,890	182,418	188,044	125,359	139,458
<b>CURRENT LIABILITIES</b>		47,244	41,803	28,684	14,852	12,881	18,471	5,069	47,271	31,393	39,194
<b>TOTAL NET ASSETS</b>		205,468	226,442	247,699	242,337	205,998	202,420	177,350	140,733	93,967	100,265

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF URBAN DESIGN GROUP**

### **Independent examiner's report to the trustees of Urban Design Group**

I report to the charity trustees on my examination of the accounts of Urban Design Group (the Group) for the year ended 28 February 2023.

### **Responsibilities and basis of report**

As the charity trustees of the Group you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Group's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

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

- (1) accounting records were not kept in respect of the Group as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I confirm that there are no matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Andrew Thurburn  
Andrew Thurburn & Co.  
Chartered Accountants  
38 Tamworth Road  
Croydon  
Surrey CR0 1XU

11 December 2023



**URBAN DESIGN GROUP**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 28 FEBRUARY 2023**

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Totals £	2022 Totals £
<b>INCOMING RESOURCES</b>					
Incoming Resources from Charitable Activities					
Subscriptions		114,160	-	114,160	115,987
Publications & Awards	2	8,601	-	8,601	10,944
London Events		381	-	381	208
Gifts & Donations		-	-	-	18,779
Recruitment Services		18,550	-	18,550	19,500
Miscellaneous Income		70	-	70	-
Activities to Generate Funds					
Interest Received		202	-	202	85
<b>TOTAL INCOMING RESOURCES</b>		<u>141,964</u>	<u>-</u>	<u>141,964</u>	<u>165,503</u>
<b>RESOURCES EXPENDED</b>					
Charitable Expenditure					
Publications & Awards	3	40,231	-	40,231	45,836
General	4	82,629	-	82,629	135,759
Conference Expenditure		-	-	-	3,652
Governance Costs	5	2,040	-	2,040	1,230
<b>TOTAL RESOURCES EXPENDED</b>		<u>124,900</u>	<u>-</u>	<u>124,900</u>	<u>186,477</u>
<b>NET INCOME/(EXPENDITURE) FOR THE YEAR</b>		17,064	-	17,064	(20,974)
<b>FUND BALANCES BROUGHT FORWARD</b>		<u>187,324</u>	<u>18,144</u>	<u>205,468</u>	<u>226,442</u>
<b>FUND BALANCES CARRIED FORWARD</b>		<u>£204,388</u>	<u>£18,144</u>	<u>£222,532</u>	<u>£205,468</u>

**URBAN DESIGN GROUP  
BALANCE SHEET  
AT 28 FEBRUARY 2023**

	2023	2022
	£	£
<b>FIXED ASSETS</b> (Note 6)	1	1
<b>CURRENT ASSETS</b>		
Cash at Bank		
NatWest Current Account	188,784	164,241
Scottish Widows Account	85,810	85,608
Cash Float	93	59
Debtors (Note 7)	20,649	2,803
	<u>295,336</u>	<u>252,711</u>
<b>CURRENT LIABILITIES</b>		
Creditors Falling Due Within One Year (Note 8)	<u>72,805</u>	<u>47,244</u>
<b>NET CURRENT ASSETS</b>	<u>222,531</u>	<u>205,467</u>
<b>TOTAL ASSETS</b>	<u>£ 222,532</u>	<u>£ 205,468</u>
Represented by:		
<b>ACCUMULATED RESERVES</b>		
Restricted Funds	18,144	18,144
Unrestricted Funds	204,388	187,324
	<u>£ 222,532</u>	<u>£ 205,468</u>

Approved by the Trustees on 7 December 2023  
and signed on their behalf

.....  
Janet Tibbalds, Trustee, UDG

.....  
Louise Thomas, Treasurer, UDG

**URBAN DESIGN GROUP  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 28 FEBRUARY 2023**

**1. ACCOUNTING POLICIES**

*(i) Accounting Convention*

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

*(ii) Depreciation*

Equipment is depreciated at 25% on a straight line basis.

*(iii) Incoming Resources*

All incoming resources are included on the Statement of Financial Activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Subscriptions are recognised when due and not when received.

*(iv) Resources Expended*

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category.

*(v) Taxation*

The Charity is exempt from tax on its charitable activities.

**2. PUBLICATIONS INCOME**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Sales of Journal	3,861	3,294
Journal Sponsorship	1,800	5,250
Urban Design Awards	2,940	2,400
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	£ 8,601	£ 10,944
	<hr/>	<hr/>

**3. PUBLICATIONS EXPENDITURE**

Journal Production & Printing	36,081	32,509
Urban Design Awards	4,150	4,806
Urban Design Directory	-	8,521
	<hr/>	<hr/>
	£ 40,231	£ 45,836
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**URBAN DESIGN GROUP  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 28 FEBRUARY 2023  
(Contd)**

<b>4. GENERAL CHARITABLE ACTIVITIES EXPENDITURE</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
London Events	-	24
UrbanNous	4,000	4,000
Expenses for Regions	-	208
Events Online Expenses	-	749
Consultant Director's Fees	33,439	31,190
Salaries & Pension Costs	22,093	65,586
Rent, Rates, Light & Heat	9,728	13,035
Telephone & Broadband	584	721
Postage, Stationery & Office Supplies	857	2,621
Website	326	540
Insurance	453	453
Bank Charges	1,338	1,755
Payroll Admin	223	338
Accounts Consultancy	210	1,015
Research	-	10,288
Grants	-	600
Bad Debt Provision	9,352	2,636
Miscellaneous Expenses	26	-
	<hr/>	<hr/>
	£ 82,629	£ 135,759
	<hr/>	<hr/>
<b>5. GOVERNANCE COSTS</b>		
Independent Examination Fees	£ 2,040	£ 1,230
	<hr/>	<hr/>
<b>6. FIXED ASSETS</b>		<b>£</b>
Cost of Equipment		
As at 1.3.22		5,766
Additions		-
		<hr/>
As at 29.2.23		5,766
		<hr/>
Depreciation		
As at 1.3.22		5,765
Charge for the Year		-
		<hr/>
As at 28.2.23		5,765
		<hr/>
Net Book Value		
As at 29.2.22		£ 1
		<hr/>
As at 28.2.23		£ 1
		<hr/>

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 28 FEBRUARY 2023  
(Contd)**

<b>7. DEBTORS FALLING DUE WITHIN ONE YEAR</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Subscriptions	16,917	2,355
Prepayments	2,262	-
Sundry Debtors	1,470	448
	<hr/>	<hr/>
	£ 20,649	£ 2,803
	<hr/>	<hr/>

<b>8. CREDITORS FALLING DUE WITHIN ONE YEAR</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Trade Creditors	67,427	34,320
Other Creditors	5,378	12,924
	<hr/>	<hr/>
	£ 72,805	£ 47,244
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**9. TRUSTEES' REMUNERATION**

No Trustee received any remuneration or expenses during the year, nor were any expenses reimbursed.

<b>10. STAFF COSTS</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Salaries	20,088	57,218
Social Security	1,934	4,892
Pension Costs	71	3,476
	<hr/>	<hr/>
	£ 22,093	£ 65,586
	<hr/>	<hr/>

The average number of employees was	0.7	1.9
	<hr/>	<hr/>

**11. RESTRICTED FUNDS**

The restricted fund is reserved for use according to the charitable objects of the former Francis Tibbalds Trust including the funding of publications.

**URBAN DESIGN GROUP  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 28 FEBRUARY 2023  
(Contd)**

<b>12. COMPARATIVES FOR THE SOFA</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total £</b>
<b>INCOMING RESOURCES</b>			
Incoming Resources from Charitable Activities:			
Gifts & Donations	35	18,744	18,779
Other	146,724	-	146,724
	<u>146,759</u>	<u>18,744</u>	<u>165,503</u>
<b>RESOURCES EXPENDED</b>			
Publications & Awards	45,236	600	45,836
Other	140,641	-	140,641
	<u>185,877</u>	<u>600</u>	<u>186,477</u>
<b>NET (EXPENDITURE)/INCOME FOR THE YEAR</b>	(39,118)	18,144	(20,974)
<b>BALANCES BROUGHT FORWARD</b>	<u>226,442</u>	<u>-</u>	<u>226,442</u>
<b>BALANCES CARRIED FORWARD</b>	<u>£ 187,324</u>	<u>£ 18,144</u>	<u>£ 205,468</u>