

**The British Occupational Hygiene Society
(A company limited by guarantee)**

**ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2023**

**Charity Number 1150455
Company Number RC000858**

**The British Occupational Hygiene Society
(A company limited by guarantee)**

**Financial Statements
for the year ended 31 December 2023**

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Reference and Administrative Information

Chief Executive Officer:	Professor K Bampton	
Trustees:	Mr A Wilson	President
	Mr P Gahir	President Elect
	Ms C Keen	Past President
	Ms H Pearson	Hon. Secretary
	(appointed May 2023)	
	Mr J Hodgkiss	Hon. Treasurer
	(appointed May 2023)	
	Mr D Eaves	
	Ms S Leeson	
	Mr J Grant	
	Ms S Lett	
	Mr A Parris	
	Ms C Forshaw	
	Ms M K Cameron	
	Ms N M Flavin	
	Mrs C Trow	
	Ms A Margary	(resigned May 2023)
	Mrs A Parker	(resigned May 2023)
	Ms J McDonagh	(appointed May 2023)
	Mr M Robertson	(appointed May 2023)
Secretary:	Ms H Pearson	Hon. Secretary
Senior Management/ Leadership Team:	Professor K Bampton	Chief Executive
	Ms L Oxlade	Finance and Resources Manager
REGISTERED OFFICE:	5/6 Melbourne Business Court Millenium Way Pride Park Derby DE24 8LZ	

The charity is incorporated in England and Wales

**The British Occupational Hygiene Society
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Reference and Administrative Information

Company Registration Number: RC000858

Charity Registration Number: 1150455

Solicitors: Nelsons Solicitors LLP
Pennine House
8 Stanford Street
Nottingham
NG1 7BQ

Bankers: HSBC
1 St Peters Street
Derby
Derbyshire
DE1 2AE

Auditors: Haines Watts
Chartered Accountants & Statutory Auditor
10 Stadium Business Court
Millenium Way
Pride Park
Derby
DE24 8HP

**The British Occupational Hygiene Society
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Report of the Trustees for the year ended 31 December 2023

The Trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 December 2023.

Objectives and Activities

Objects & Aims

The Society is a charity, and its objects are to promote the science of occupational hygiene and health, good practices and standards, research, and advance education in the subject of occupational and environmental hygiene. The Royal Charter recognises the Society as the pre-eminent body in the UK for occupational hygiene.

Objectives, Strategy and Activities

All our charitable activities are undertaken to further our charitable purpose for the public benefit. Many of these activities would not be possible without the significant voluntary contributions of our members. The trustees wish to express their continued gratitude to members in this regard. Membership of the Society is open to anyone with an interest in occupational hygiene and reduced membership rates are available to student and retired members.

The Society has examined the information contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. The Trustees regularly consider how planned activities will contribute to the aims and objectives they have set. The intent of the Strategy is to focus the Society's resources to deliver an improved public benefit in reducing the incidence of ill-health caused or made worse by work.

Strategic Themes

The Society has broken down our vision into a set of aims that we are working to achieve:

- Work to eliminate harmful exposures
- Promote safe and effective substitutes for existing hazards
- Design out threats to human health
- Manage out work practices that place people at risk
- Ensure all people in all working environments have the right protection at the right time

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Report of the Trustees for the year ended 31 December 2023 (Continued)

Key developments planned for 2021-2025 are:

1. To develop a Professional Standards Governance and Performance Framework which would be externally recognised as the definitive competency statement whilst also being a formal statement of the profession and a benchmark for anyone providing occupational health services.
2. To establish a presence in Higher Education to support learning, qualification, and professional development to broaden and deepen the public, sectoral, governmental, and professional understanding of occupational hygiene.
3. The enhancement of technical capabilities by maintaining and developing a systematic programme of technical guidance production and review, informed, and critiqued by practice and research.
4. The formalisation of international engagement by reviewing each of our existing bilateral partnerships, consulting on strategic aims of partner societies and, so far as is mutually beneficial and sustainable, develop partnerships with other occupational health societies and organisations globally.

The main activities undertaken by the Society under these strategic themes encompass:

- **Campaigns:** leadership of industry awareness campaigns
- **Membership:** provision of services and support to members
- **Events:** running of scientific conferences and events
- **Qualifications:** the provision of qualifications and competency schemes
- **Publishing:** of an academic journal and other scientific information
- **Policy and Technical:** scientific and technical representation to government, regulators, and other bodies

Public Benefit

The main purpose of the Society is to reduce the incidence of ill-health caused or made worse by work. This falls within the recognised charitable purpose of the advancement of health or the saving of lives under the Charities Act 2006. The public benefit of this aim applies both directly to the working population and to those affected by the wider health impact of workplaces.

The Trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

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Report of the Trustees for the year ended 31 December 2023 (Continued)

Structure, Governance and Management

The Society is a charitable company, incorporated by Royal Charter on 20 December 2012 and registered as a new charity on 11 January 2013.

The Society is established under Royal Charter which sets out its objects and powers and is governed under the associated Byelaws and Regulations.

Under the Byelaws, Ordinary Board Members of the Board are elected at the AGM to serve for a period of three years. The Honorary Officers of Secretary, and Treasurer are elected for a period of three years, the Registrars for Faculty of Occupational Hygiene and Faculty of Asbestos Assessment and Management are elected for a period of three years and a new President is elected annually to serve on a three-year cycle (year one as President-Elect, year two as President and year three as Immediate Past-President).

All new Board members are provided with an induction and operational briefing. They have access to selected previous Board paperwork, and documents outlining the practices and procedures used by the Board for its operation. During the President-Elect's one-year term, mentoring and support are provided by the President, Immediate Past President, and Chief Executive.

The Board members (who are both directors and trustees) manage the Society through regular Board meetings which focus on strategic decision making and policy setting. The implementation of strategy, policy and the day-to-day running of the Society's operations are delegated to the members of the Management Team who, through the Chief Executive, are accountable to the Board.

All the Trustees are members of the Society. None of the trustees have any beneficial interest in the Society.

The Board maintains a risk register which is reviewed by the Board every quarter. The Board is satisfied that it has identified, discussed, and had oversight of the major risks facing the organisation, and that plans are in place as far as possible to reasonably mitigate those risks. External risks to funding are minimised by the implementation of procedures for the authorisation of all transactions.

2021 saw the launch of a new Strategic Plan for implementation from 2021-2025. It focuses on the key roles of the Society as a home for the Occupational Hygiene and Asbestos Professions, as a learned scientific Society and as a scientific charity devoted to the promotion of worker health protection.

Achievements and Performance

A full review of the Society's achievements and performance is provided in the BOHS Annual Report which accompanies the Financial Statements, circulated to members.

The Society celebrated 70 years since its establishment, with a focus on raising the profile of Occupational Hygiene.

The Board noted in Q3 2023 that the key developments outlined in the Strategy had been delivered and now formed part of "Business as Usual". In the light of this, the Board has committed to review the Strategy in Q1 2024 with a view to determining whether to use the remainder of the strategy period for consolidation or whether any refresh of the development aims should be undertaken.

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Report of the Trustees for the year ended 31 December 2023 (Continued)

The Society voted on a Special Resolution to modify its name, but although a majority voted for a change, it did not meet the required special majority needed for it to pass. The Board determined not to revisit the Society's name until the new Strategy Cycle commences.

The Society received a Grant of Arms to complement its brand and intellectual property.

A brief summary is given here under the main activities.

1. Campaigns

2023 saw the Society engaging directly with 3 out of 4 Parliaments in the UK, publishing for the first time reports highlighting occupational hygiene challenges in **Wales** and in **Scotland**. BOHS worked extensively with Westminster Parliamentarians and its campaign against the sunset of Asbestos and Workplace Health Regulations by the (then) Retained EU (Revocation and Reform) Bill was explicitly cited in the decisive House of Lords Committee debate.

BOHS was a significant member of the cross-professional campaign to retain workplace health protections in English Law, coordinating across the Occupational Health Multi-Disciplinary Forum Membership, the Council for Work and Health and the newly-formed Safety Alliance, as well as the Trades Union Congress to provide informed technical and regulatory responses to proposed REUL reforms.

The Registrar of FAAM and CEO were engaged with Parliamentarians and other social actors in the increased debate over asbestos regulations, attending Ministerial and Parliamentary meetings and informing debates. In late 2023, BOHS drafted an amendment, which was subsequently tabled, to the Leasehold and Freehold Reform Bill in relation to the control of asbestos.

BOHS published a significant report on **Women's Workplace Health** which secured engagement, particularly across the Trades Union Movements. This was supported by evidence to the Parliamentary Review of the Escalation of Violence Against Women.

The Society responded to a number of other Parliamentary and Government consultations, not least in relation to the Government's **Working Better** proposals. It is believed that responses had a positive influence on the scientific and technical evidence base of government decision-making, as evidenced by Government responses.

BOHS acts as an adviser to the All-Party Parliamentary Group on Respiratory Health and has been active in supporting their work on Respirable Crystalline Silica. BOHS also worked with the APPGs on Health and Safety and Insomnia.

BOHS continued to work with the Health Professional bodies concerned with the control of COVID-19 in healthcare spaces, including the Royal College of Nursing, the British Medical Association and the science-based umbrella group, the Covid Airborne Transmission Alliance. As part of CATA, BOHS is a Core Participant for Module 3 (The Experience of Healthcare) for the COVID-19 Inquiry. CATA received a Rule 9 request for a **Witness Statement** on the UK's preparedness for the pandemic, which was produced by BOHS, highlighting occupational hygiene.

BOHS's Breathe Freely Campaign was emulated by Canada and the United States, and an International Partnership was launched.

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Report of the Trustees for the year ended 31 December 2023 (Continued)

2. Membership (including FAAM)

General membership of the Society (as opposed to professional membership) diminished marginally. However, this appears to be largely a reflection of general members who work in the field seeing the benefit of becoming professional members, since there was a corresponding increase in professional membership.

Faculty of Occupational Hygiene (FOH)

The Faculty of Occupational Hygiene continued to grow its membership and marked the year with a significant step change in its role in its function and purpose. These are incredibly significant developments in raising the profile of occupational hygiene, but also making the Faculty the leading voice for professional standards in the area:

- BOHS (delivering through the Faculty) is the designated organisation under the Regulated Professions Act 2022 for the recognition of overseas qualifications in Occupational Hygiene.
- BOHS is launching a Register of Occupational Hygiene Professionals, which secured accreditation by the Professional Standards Authority for Health and Social Care, which is a statutory body that regulates registration of professionals in the public interest.
- The Faculty has completed work and consulted on a Competency Framework for Professional Standards in Occupational Hygiene which is linked to Registration. This is being drawn on for the development of a European framework for occupational hygiene competencies.
- The Faculty published a full archive of its historic guidance, and a number of new technical guides and publications

Faculty of Asbestos Assessment and Management (FAAM)

FAAM activity focused on addressing a range of technical and policy issues in the context of asbestos. Its membership remained stable, despite challenges within the workforce of the asbestos industry nationally.

- New action research has been undertaken jointly with removal contractors to understand issues with clearance processes
- Research in asbestos suppression techniques have been undertaken
- Following on from submissions to the Work and Pensions Committee, FAAM have continued to provide consultation advice and input into reforms affecting asbestos policy and practice

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Report of the Trustees for the year ended 31 December 2023 (Continued)

3. Events

BOHS delivered five conferences, including the Annual Conference, Asbestos Conference and LEV Conference, while supporting other events, including Regional Meetings and UKHCA's conference. Conference impact was high, with strong attendance and high visibility, including wider engagement by other professional bodies and organisations. Conference financial performance was less positive, arising from sharp unbudgeted increases in the cost of events and some adverse impact of the economic climate. Conference costs and income shortfall directly impacted the Society's bottom line, requiring a review of the Society's conference and events strategy for the future.

4. Qualifications

Qualifications encountered a slow first quarter, reflecting the impact of the general economic climate. However, take-up of BOHS qualifications increased throughout the year, with a record number of qualifications taken for the final quarter. For the first time, the team was able to meet all service KPIs for all quarters of the year, despite needing to work to develop an alternative to its legacy software system.

BOHS also needed to launch a new set of qualifications, the M series at very short notice to react to the unexpected termination of our partnership with the Occupational Hygiene Training Association. This change affected the major route to UK Occupational Hygiene qualifications, as well as our international qualifications operation. The M series was launched, ready for delivery in January 2024 within three weeks of the termination of the contract.

BOHS continued to review its qualifications and qualifications governance, appointing new Principal Examiners across the portfolio, and working on the revision and modernisation of its approach.

5. Publishing

The Annals of Work Exposures and Health achieved again, increasing an even higher impact factor, and was more widely cited than in pre-pandemic periods. The Annals released 9 issues in the year and continue to be widely cited, indicating a step change in impact even post-pandemic.

BOHS worked to edit and produce a publication, *300 Years of Occupational Hygiene*, authored by former President Trevor Ogden, with additional material by current President, Alex Wilson.

Financial Review

The budget for 2023 was forecast for a marginal surplus of £2,167, which was not achieved, largely because of the general adverse trading conditions impacting costs and revenue for conferencing activity. Operating income fell short of the budget target of £1,573,084 by £55,538 however this was mitigated by the gain on investments and nominal other income amounting to £ 49,888, resulting in an overall shortfall on total income of £ 5,650

Expenditure was impacted by significant inflationary pressures, resulting in additional operating costs exceeding budget by £ 29,788

The statement of financial activities shows a net deficit for the year of £ 46,208 compared to £204,035 deficit in 2022, resulting in an overall variance to budget for 2023 of £48,375

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Report of the Trustees for the year ended 31 December 2023 (Continued)

Additional approved expenditure from reserves

Additional expenditure of £ 36,500 was authorised from reserves for:

£ 17,020 iMIS software development to phase out the legacy Calibrand system

£ 19,480 Grant of Arms and IP protection

This expenditure has been capitalised in the financial statements

Trading Losses

Net loss on conference budget accounted for £ 61,255 and £ 17,161 shortfall in qualifications which was partly mitigated by better performance/efficiencies in other areas.

Future Sustainability

Significant work needed to be undertaken in 2023 to replace a legacy software system underpinning the qualifications provision. Review and revision of the existing qualifications portfolio aim to complement systems with better products and service. It is anticipated that the improvements in process may create efficiency savings to increase capacity for delivery.

A review of conference activity and risk in the post-COVID era provided a focus for future sustainability around events.

Our reserves, which are unrestricted, amounted to £ 1,254,536 compared to £1,300,744 in 2022. Around 50% of reserves are invested for potential growth whilst the remainder are held on deposit or used for working capital. The Society's investment funds were held in one charity account during 2023, with the value of the Charities Investment Fund fluctuating throughout the year and showing a final net gain in value of £ 49,781 in 2023.

Policy on Reserves

BOHS maintains reserves as part of its risk strategy and to ensure a sustainable financial base. The purposes of reserves are the following:

- To ensure the Society can cover administrative, contractual, and operating costs
- To assure the Society's position of independence, and freedom and responsiveness of action
- To provide financial headroom for the Society to develop its activities for members
- To provide reassurance for suppliers

The level of reserves is determined annually by the Board as part of the budget setting process. The minimum level of reserves was thoroughly reviewed during 2022 and will be assessed annually as part of the budget-setting process against risk, contractual obligations and likely future income streams and expenditure.

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Report of the Trustees for the year ended 31 December 2023 (Continued)

Pay Policy for Staff and Trustees

The Board members, who are the trustees and directors of the British Occupational Hygiene Society, give their time freely and no remuneration was given to any director of the Society within the year. Details of the director's expenses and related party transactions are disclosed within the accounts.

The pay of staff is reviewed annually and may be increased, based on a benchmarking process against increases in national average earnings, local labour market costs for specialist skills as well as inflation indices.

Fundraising Disclosures

The charity does not conduct significant fundraising activities that require disclosure under the Charities Act 2011.

Financial Instruments

Objectives and Policies

The Charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the Charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The Charity does not use derivative financial instruments for speculative purposes.

Cashflow Risk

The Charity's activities expose it primarily to the financial risks of changes in foreign currency exchange rates and interest rates. The Charity uses foreign exchange forward contracts and interest rate swap contracts to hedge these exposures.

Interest bearing assets and liabilities are held at a fixed rate to ensure certainty of cash flows.

Credit Risk

The Charity's principal financial assets are bank balances and cash, trade and other receivables, and investments.

The Charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

The Charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

**The British Occupational Hygiene Society
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Report of the Trustees for the year ended 31 December 2023 (Continued)

Liquidity Risk

In order to maintain liquidity and to ensure that sufficient funds are available for ongoing operations and future developments, the Charity uses a mixture of long-term and short-term debt finance.

Further details regarding liquidity risk can be found in the Statement of accounting policies in the financial statements.

Third Party Indemnity Provisions

The British Occupational Hygiene Society (The Society) maintains qualifying liability insurance for its trustees.

Statement of Trustees Responsibilities

The trustees (who are also the directors of The British Occupational Hygiene Society for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they 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 its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 that can disclose with reasonable accuracy at any time the financial position of the charitable company and 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

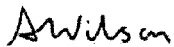
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Report of the Trustees for the year ended 31 December 2023 (Continued)

Disclosure of Information to Auditor

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the Charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

The annual report was approved by the trustees of the Charity on ~~17/04/2024~~ and signed on its behalf by:



Mr A Wilson President
Trustee

**Report of Independent Auditors to the Trustees of
The British Occupational Hygiene Society
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Opinion

We have audited the financial statements of The British Occupational Hygiene Society for the year ended 31 December 2023 on pages seventeen to thirty-two which comprise the Statement of Financial Activities, the summary Income and Expenditure Account, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (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 the incoming resources and application of resources 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 seventeen 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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the director's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

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 Auditors report thereon.

Our opinion on the financial statements does not cover the other information and 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 there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

**Report of Independent Auditors to the Trustees of
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Opinion 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 Trustees Report which includes the Director's report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Directors included within the Trustees report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Director's report included within the Trustees report.

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 and proper accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- Parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustee's 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 prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Trustees report.

Responsibilities of Trustees

As explained more fully in the Statement of Trustees Responsibilities set out on page thirteen, 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 has no realistic alternative but to do so.

Auditors 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 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.

**Report of Independent Auditors to the Trustees of
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Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- Enquiring of management of any known or suspected instances of fraud, as well as considering management's assessment of the susceptibility of the financial statements to fraud.
- Performing substantive testing over a selection of journal entries made in the period, to address the risk of fraud due to management override of controls. With a focus on entries made by unusual team members or entries made at unusual times or on unusual dates.
- We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members, and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.
- Reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements. Specifically checking compliance with The Charity Commission as well as employment laws and regulations.
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate an increased risk of material misstatement as a result of fraud, or management override.
- Assessing accounting estimates which have a material impact of the year end accounts, to determine if there is indication of management bias.

Despite the audit being planned and conducted in accordance with ISAs (UK) there remains an unavoidable risk that material misstatements in the financial statements may not be detected owing to inherent limitations of the audit, and that by their very nature, any such instances of fraud or irregularity likely involve collusion, forgery, intentional misrepresentations, or the override of internal controls.

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 Auditors.

**Report of Independent Auditors to the Trustees of
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Use of our report

This report is made solely to the 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 company's members those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.



.....
Alexander Butterfield (Senior Statutory Auditor)

For and on behalf of Haines Watts Chartered Accountants & Statutory Auditors

10 Stadium Business Court

Millennium Way

Pride Park

Derby

DE24 8HP

Date: 17 April 2024.

The British Occupational Hygiene Society
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Statement of Financial Activities for the year ended 31 December 2023
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

		Unrestricted	Total	
	Notes	General	2023	2022
		£	£	£
INCOME AND ENDOWMENTS				
Donations and Legacies	3	500	500	10,500
Charitable Activities	4	1,517,046	1,517,046	1,417,457
Other Income		107	107	-
TOTAL INCOME		<u>1,517,653</u>	<u>1,517,653</u>	<u>1,427,957</u>
EXPENDITURE				
Charitable Activities	5/6	(1,613,642)	(1,613,642)	(1,586,517)
TOTAL EXPENDITURE		<u>(1,613,642)</u>	<u>(1,613,642)</u>	<u>(1,586,517)</u>
Gains/ Losses on investment assets		<u>49,781</u>	<u>49,781</u>	<u>(45,475)</u>
Net (Expenditure)/ Income		(46,208)	(46,208)	(204,035)
Net Movement in Funds		(46,208)	(46,208)	(204,035)
RECONCILIATION OF FUNDS:				
Total Funds Brought Forward		1,300,744	1,300,744	1,504,779
Total Funds Carried Forward	22	<u>1,254,536</u>	<u>1,254,536</u>	<u>1,300,744</u>

All of the Charity's activities derive from continuing operation during the above two periods.

**The British Occupational Hygiene Society
Company Number RC000858**

Balance Sheet as at 31 December 2023

	Notes	2023 £	2022 £
FIXED ASSETS			
Intangible Assets	12	58,039	48,018
Tangible Assets	13	631,202	654,134
Investments	14	<u>452,204</u>	<u>402,423</u>
		1,141,445	1,104,575
CURRENT ASSETS			
Stocks	15	23,419	13,722
Debtors	16	250,680	262,857
Cash at Bank and in Hand	17	<u>110,612</u>	<u>108,015</u>
		384,711	384,594
CREDITORS: Amounts falling due within one year	18	(271,620)	(188,425)
NET CURRENT ASSETS		<u>113,091</u>	<u>196,169</u>
NET ASSETS		<u>1,254,536</u>	<u>1,300,744</u>
THE FUNDS OF THE CHARITY:			
UNRESTRICTED INCOME FUNDS			
Unrestricted funds		<u>1,254,536</u>	<u>1,300,744</u>
TOTAL FUNDS	22	<u>1,254,536</u>	<u>1,300,744</u>

The accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

ON BEHALF OF THE BOARD:

A Wilson

.....
Mr A Wilson – President
Trustee

Approved by the Directors of the Company and Trustees of the Charity on 17/04/2024

The notes on pages 20 to 32 form part of these financial statements

The British Occupational Hygiene Society

Statement of Cash Flows for the Year Ended 31 December 2023

	Notes	2023 £	2022 £
Cash Flows from Operating Activities			
Net Cash (Expenditure)/ Income		<u>(46,208)</u>	<u>(204,035)</u>
Adjustments to cash flows from non-cash items			
Depreciation		49,311	49,363
Loss on disposal of fixed assets		3,998	
Revaluation of Investments		<u>(49,781)</u>	<u>45,475</u>
		<u>3,528</u>	<u>94,838</u>
		<u>(42,680)</u>	<u>(109,197)</u>
Working Capital Adjustments			
(Increase)/Decrease in Stocks	15	(9,697)	(5,287)
Decrease in Debtors	16	12,177	12,507
(Decrease)/ Increase in Creditors	18	48,029	(2,461)
Increase in Deferred Income		<u>35,166</u>	<u>(30,590)</u>
Net Cash Flows from Operating Activities		<u>42,995</u>	<u>(135,028)</u>
Cash flows from Investing Activities			
Interest receivable and similar income		-	-
Purchase of fixed assets	12/13	(40,398)	(189,902)
Sale of Investments		<u>-</u>	<u>90,000</u>
Net cash flows from Investing Activities		<u>(40,398)</u>	<u>(99,902)</u>
Net (decrease)/ increase in cash and cash equivalents		2,597	(234,930)
Cash and cash equivalents at 1 January		108,015	342,945
Cash and cash equivalents at 31 December		<u>110,612</u>	<u>108,015</u>

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 20 to 32 form part of these financial statements

**The British Occupational Hygiene Society
(A company limited by guarantee)**

**Notes to the Financial Statements
for the year ended 31 December 2023**

1. STATUTORY INFORMATION

The British Occupational Hygiene Society is a private limited company, limited by guarantee, registered in England and Wales. The company's registered number and registered office address can be found on the company's information page. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the Charity in the event of liquidation.

2. ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the period.

a) Basis of Preparation and Statement of Compliance

The financial statements have been prepared in accordance with the 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 (FRS102) (effective 1 January 2019) – (Charities SORP (FRS102)), The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) 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 note(s).

The Charity meets the definition of a public benefit entity under FRS102.

b) Going Concern

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

c) Income Recognition

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and Legacies

Donations are recognised when the Charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the Charity before the Charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the Charity and it is probable that those conditions will be fulfilled in the reporting period.

Grants Receivable

Grants are recognised when the Charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

**The British Occupational Hygiene Society
(A company limited by guarantee)**

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

Deferred Income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Income received in respect of future events is recognised when the event substantially occurs. Subscription income is recognised over the period of time to which the subscription relates.

Investment Income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

d) Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable Activities

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance Costs

These include the costs attributable to the Charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustee's meetings and reimbursed expenses.

e) Interest Receivable

Interest is included when receivable by the charity.

f) Fund Accounting

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the Charity.

g) Government Grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

**The British Occupational Hygiene Society
(A company limited by guarantee)**

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

h) Fixed Assets

All tangible fixed assets purchased that have a cost of more than £500 and an expected useful economic life that exceeds one year are capitalised. Tangible fixed assets are stated at historical cost less depreciation.

Depreciation is provided at the following rates so as to write off the cost, less any estimated residual value, over their estimated useful economic life.

Freehold Property	Straight line over 50 years
Office Equipment	33.33% straight line
Fixtures and Fittings	20% straight line

Intangible assets are measured at cost less accumulated amortisation and any accumulated impairment loss.

Amortisation is provided at the following rates so as to write off the cost, less any estimated residual value, over their estimated useful economic life.

IT Software	5 years straight line
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i) Fixed Asset Investments

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent costs, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in the market value during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

j) Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow-moving stocks. Cost is determined using the first-in, first-out (FIFO).

k) Trade Debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established where there is objective evidence that the Charity will not be able to collect all amounts due according to the original terms of the receivables

l) Cash at Bank and in Hand

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

The British Occupational Hygiene Society
(A company limited by guarantee)

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

m) Creditors and Provisions

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the Charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

n) Pensions and other Post Retirement Obligations

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.

o) Financial Instruments

The Charity 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.

3. Income from Donations and Legacies

	Unrestricted Funds General £	2023 £
Donations and Legacies		
Donations	500	500
	<u>500</u>	<u>500</u>
	Unrestricted Funds General £	2022 £
Donations and Legacies		
Donations	2,500	2,500
Grants including capital grants		
Government Grants	8,000	8,000
	<u>10,500</u>	<u>10,500</u>

4. Income from Charitable Activities

	Unrestricted Funds General £	2023 £	2022 £
Qualifications	775,863	775,863	742,160
Membership Services	149,472	149,472	154,678
Conference and Events	268,826	268,826	193,923
Publications	263,804	263,804	274,462
Schemes and Services	59,081	59,081	52,334
	<u>1,517,046</u>	<u>1,517,046</u>	<u>1,417,557</u>

The British Occupational Hygiene Society
(A company limited by guarantee)

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

5. Expenditure on Charitable Activities

	Unrestricted Funds General	Total 2023
	£	£
Qualifications	486,000	486,000
Membership Services	160,907	160,907
Conference and Events	311,231	311,231
Publications	84,754	84,754
Schemes and Services	57,640	57,640
Head Office	204,284	204,284
Marketing and Communications	49,418	49,418
Leadership	42,878	42,878
	<u>1,397,112</u>	<u>1,397,112</u>

	Unrestricted Funds General	Total 2022
	£	£
Qualifications	488,404	488,404
Membership Services	157,257	157,257
Conference and Events	228,463	228,463
Publications	63,882	63,882
Schemes and Services	50,960	50,960
Head Office	269,479	269,479
Marketing and Communications	76,057	76,057
Leadership	35,737	35,737
	<u>1,370,239</u>	<u>1,370,239</u>

In addition to the expenditure analysed above, there are also governance costs of £216,530 (2022: £216,278) which relate directly to charitable activities. See note 6 for further details.

The British Occupational Hygiene Society
(A company limited by guarantee)

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

6. Analysis of Governance and Support Costs

Governance Costs

	Unrestricted Funds General £	Total 2023 £
Staff Costs		
Wages and Salaries	147,449	147,449
Social Security costs	15,034	15,034
Pension costs	6,861	6,861
Audit Fees		
Audit of the financial Statements	3,750	3,750
Other fees paid to accountants	2,230	2,230
Governance Overheads	24,709	24,709
Board & Faculty Expenses	16,496	16,496
	<u>216,530</u>	<u>216,530</u>

	Unrestricted Funds General £	Total 2022 £
Staff Costs		
Wages and Salaries	154,998	154,998
Social Security costs	15,468	15,468
Pension costs	7,452	7,452
Audit Fees		
Audit of the financial Statements	3,550	3,550
Other fees paid to auditors	1,700	1,700
Governance Overheads	19,740	19,740
Board & Faculty Expenses	13,370	13,370
	<u>216,278</u>	<u>216,278</u>

7. Net Incoming/ Outgoing Resources

Net (outgoing)/ incoming resources for the year include:

	2023 £	2022 £
Operating leases – other assets	2,574	2,434
Audit Fees	3,750	3,550
Depreciation/Amortisation of fixed assets	<u>49,311</u>	<u>49,364</u>

The British Occupational Hygiene Society
(A company limited by guarantee)

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

8. Trustees Remuneration and Expenses

No trustees, nor any persons connected with them, have received any remuneration from the Charity during the year.

No trustees have received any other benefit from the charity during the year.

14 Trustees received reimbursement of expenses amounting to £13,153 in the current year (2022: 8 trustees - £4,603).

9. Staff Costs

The aggregate payroll costs were as follows:

	2023	2022
	£	£
Staff costs during the year were:		
Wages and Salaries	632,200	613,679
Social Security costs	50,688	52,344
Pension costs	30,818	28,127
Other staff costs	14,089	10,455
	<u>727,795</u>	<u>704,605</u>

The monthly average number of personal (including senior management/ leadership team) employed by the Charity during the year expressed as full time equivalents was as follows:

	2023	2022
	£	£
Charitable	19	17
Management	1	2
	<u>20</u>	<u>19</u>

The number of employees who emoluments fell within the following bands was:

	2023	2022
£70,001 - £80,000	0	1
£80,001 - £90,000	1	0

The total employee benefits of the key management personnel of the Charity were £81,410 (2022: £144,121).

The British Occupational Hygiene Society
(A company limited by guarantee)

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

10. Auditors' Remuneration

	2023 £	2022 £
Audit of the Financial Statements	<u>3,750</u>	<u>3,550</u>
Other fees to auditors		
Fees payable to auditors for non-audit services	<u>2,230</u>	<u>1,700</u>

11. Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

12. Intangible Assets

	IT Software £	Other Intangibles £	Total £
Cost			
At 1 January 2023	275,647	-	275,647
Additions	17,020	19,480	36,500
Disposals	(171,937)	-	(171,937)
At 31 December 2023	<u>120,730</u>	<u>19,480</u>	<u>140,210</u>
Amortisation and Impairment			
At 1 January 2023	227,629	-	227,629
Charge for the year	22,823	-	22,823
Eliminated on disposals	(168,282)	-	(168,282)
At 31 December 2023	<u>82,171</u>	<u>-</u>	<u>82,171</u>
Net Book Value			
At 31 December 2023	<u>38,559</u>	<u>19,480</u>	<u>58,039</u>
At 31 December 2022	<u>48,018</u>	<u>-</u>	<u>48,018</u>

The British Occupational Hygiene Society
(A company limited by guarantee)

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

13. Tangible Fixed Assets

	Land and Buildings £	Furniture and Equipment £	Total £
Cost			
At 1 January 2023	620,588	72,123	692,711
Additions	-	3,898	3,898
Disposals	-	(8,450)	(8,450)
At 31 December 2023	<u>620,588</u>	<u>67,571</u>	<u>688,159</u>
Depreciation			
At 1 January 2023	18,565	20,012	38,577
Charge for the year	10,599	15,889	26,488
Eliminated on disposals	-	(8,107)	(8,107)
At 31 December 2023	<u>29,164</u>	<u>27,793</u>	<u>56,957</u>
Net Book Value			
At 31 December 2023	<u>591,424</u>	<u>39,778</u>	<u>631,202</u>
At 31 December 2022	<u>602,023</u>	<u>52,111</u>	<u>654,134</u>

Included within the net book value of land and buildings above is £591,424 (2022: £602,023) in respect of freehold land and buildings and £Nil (2022: £Nil) in respect of leaseholds.

14. Fixed Asset Investments

	2023 £	2022 £
Other Investments	<u>452,204</u>	<u>402,423</u>

**The British Occupational Hygiene Society
(A company limited by guarantee)**

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

Other Investments

	Listed Investments £	Total £
Cost or Valuation		
At 1 January 2023	402,423	402,423
Revaluation	49,781	49,781
Disposals	-	-
At 31 December 2023	<u>452,204</u>	<u>452,204</u>
Net Book Value		
At 31 December 2023	<u>452,204</u>	<u>452,204</u>
At 31 December 2022	<u>402,423</u>	<u>402,423</u>

The market value of the listed investments at 31 December 2023 was £452,204 (2022: £402,423).

The investment is in CCLA Charities Investment Fund.

15. Stock

	2023 £	2022 £
Stocks	<u>23,419</u>	<u>13,722</u>

16. Debtors

	2023 £	2022 £
Trade Debtors	110,280	147,243
Prepayments	<u>140,400</u>	<u>115,614</u>
	<u>250,680</u>	<u>262,857</u>

17. Cash and cash equivalents

	2023 £	2022 £
Cash at bank	<u>110,612</u>	<u>108,015</u>

The British Occupational Hygiene Society
(A company limited by guarantee)

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

18. Creditors: Amounts falling due within one year

	2023	2022
	£	£
Trade Creditors	154,301	108,213
Other taxation and Social Security	22,746	10,650
Accruals	30,042	40,197
Deferred Income	64,531	29,365
	<u>271,620</u>	<u>188,425</u>
	2023	2022
	£	£
Deferred Income at 1 January 2023	16,520	25,263
Resources deferred in the period	(56,221)	(16,520)
Amounts released from previous periods	(16,520)	(25,263)
Deferred Income at year end	<u>(56,221)</u>	<u>(16,520)</u>

19. Obligations under leases and hire purchase contracts

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2023	2022
	£	£
Other		
Within one year	1,360	2,528
Between one and five years	2,598	3,484
	<u>3,958</u>	<u>6,012</u>

20. Pension and other schemes

Defined contribution pension scheme

The Charity operated a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the Charity to the scheme and amounted to £30,818 (2022: £28,127).

21. Commitments

Capital Commitments

The total amount contracted for but not provided in the financial statements was £Nil (2022: £Nil).

The British Occupational Hygiene Society
(A company limited by guarantee)

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

22. Funds

	Balance at 1 January 2023	Incoming Resources	Resources Expenses	Other recognised Gains/(losses)	Balance at 31 December 2023
Unrestricted	£	£	£	£	£
General	<u>1,300,744</u>	<u>1,517,653</u>	<u>(1,613,642)</u>	<u>49,781</u>	<u>1,254,536</u>

	Balance at 1 January 2022	Incoming Resources	Resources Expenses	Other recognised Gains/(losses)	Balance at 31 December 2022
Unrestricted	£	£	£	£	£
General	<u>1,504,779</u>	<u>1,427,957</u>	<u>(1,586,517)</u>	<u>(45,475)</u>	<u>1,300,744</u>

23. Analysis of net assets between funds

	Unrestricted Funds General £	Total funds at 31 December 2023 £
Fixed assets	689,241	689,241
Fixed asset investments	452,204	452,204
Current assets	384,711	384,711
Current liabilities	(271,620)	(271,620)
Total net assets	<u>1,254,536</u>	<u>1,254,536</u>

	Unrestricted Funds General £	Total funds at 31 December 2022 £
Fixed assets	702,152	702,152
Fixed asset investments	402,423	402,423
Current assets	384,594	384,594
Current liabilities	(188,425)	(188,425)
Total net assets	<u>1,300,744</u>	<u>1,300,744</u>

The British Occupational Hygiene Society
(A company limited by guarantee)

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

24. Analysis of net funds

	At 1 January 2023	Financing cash flows	At 31 December 2023
	£	£	£
Cash at bank and in hand	108,015	2,597	110,612
Net Debt	108,015	2,597	110,612

25. Related Party Transactions

Certain Trustees of the British Occupational Hygiene Society also have relationships with other organisations with whom the Charity interacts. These transactions are summarised as follows:

During the year 4 (2022 – 2) companies were charged £36,348 (2022: £31,460) for courses, training provider services and listings. £1,460 (2022: £3,060) was owing to the Charity at the year end and is included within debtors.

During the year 1 (2022 – 2) company charged the Charity £150 (2022: £243) for consultancy, examiners and markers fees.

26. Prior Year Adjustment

A prior period adjustment has been made to separately disclose IT Software separately within Intangible Assets as the Trustee's deem this to better reflect the underlying nature of the asset. Previously these amounts were included within Tangible Fixed Assets.

The amount previously included within Tangible Fixed Assets and subsequently disclosed under Intangible Assets were as follows;

IT Software –

Cost - £275,647

Amortisation - £227,629

Net Book Value - £48,018

A further adjustment within Notes 5 & 6 has been made by the Trustees to better align underlying costs to the appropriate headings within the note.

The adjustments have had no impact on the funds of the Charity.