

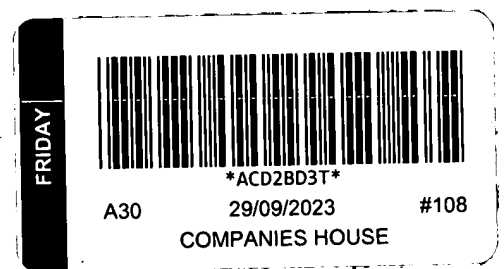
NRCPD

(A company limited by guarantee)

UNAUDITED FINANCIAL STATEMENTS

Year ended 31 December 2022

Charity No: 1170904
Company No: 10510695



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Reference and administrative details of the Charity, its Trustees and Advisers

Status

The organisation first became a registered charity in December 2016 and is a company limited by guarantee.

Directors

E M Duncan
S L Haynes (Resigned 31st March 2022)
D Marshall
R MacQueen
H Maxwell-Hyslop
J T Fitzgerald (Resigned 31st March 2022)
E Cordaro
A Lees
B H Palmer
FJ Harrington (Resigned 30/09/2022)

Secretary

Alan Lees

Key Management Personnel

Nigel M Hawthorn CEO – resigned November 2022

Theresa Thomas-Morton Interim Operations Director
November 2022 – February 2023

Registered office and principal address

Portland House, Belmont Industrial Estate, Durham, DH1 1TW

Independent Examiner

Azets Audit Services, Wynyard Park House, Wynyard Avenue, Wynyard, TS22 5TB

Principal bankers

Natwest Bank Plc, 12 Market Place, Durham, DH1 3NG.

Solicitors

Lupton Fawcett LLP, Stamford House, Piccadilly, York. YO1 9PP.

Trustees Annual Report

Year ended 31 December 2022

Charity No: 1170904
Company No: 10510695

The trustees, who are directors of the charity for the purposes of company law, present their report and the unaudited financial statements for the period from 1 January 2022 to 31 December 2022.

Structure, governance and management

The charitable company incorporated on 5 December 2016, commenced trading on 1 January 2017, and is organised through a Board of Trustees through whom all business is conducted.

The charitable company's governing documents are its Memorandum and Articles of Association dated 31 December 2019.

Trustees are eligible to serve up to two terms of four years each. Trustees are generally recruited through open advertising against the skills and experience needs of the board.

Induction sessions are held for new trustees upon appointment which includes an update presentation and attendance at training. New trustees are provided with an induction pack which includes issues of "charitable purpose" and "public benefit".

Trustees are satisfied that NRCPD meets the criteria of our charitable objects and of "public benefit".

Day to day management of the charity in the period was delegated to the Chief Executive, Marcus Hawthorn.

Objectives and principal activities

The charity's aims

NRCPD's objects are:

- To promote the needs of and protect deaf, deafened, hard of hearing and deaf blind people, by promoting the quality, conduct and professionalism of all communication professionals; and
- The advancement of education, for the benefit of the public in relation to the issues facing deaf, deafened, hard of hearing, and deaf blind people.

We do this by regulating communication professionals working with deaf and deafblind people throughout the UK, and by raising awareness of the barriers to inclusion faced by deaf and deafblind people.

Trustees Annual Report

Year ended 31 December 2022

The charity's beneficiaries

Deaf, deafened, hard of hearing and deafblind people benefit from NRCPD's work as well as anyone who is communicating with deaf, deafened, hard of hearing and deafblind people.

Equal access to our services is important to us and we work throughout the UK to ensure that provision is as widespread as possible.

NRCPD was established to regulate and standardise communication support used between deaf, deafened, hard of hearing, deafblind and hearing people. NRCPD responds to the needs of beneficiaries through engagement with stakeholders, deaf individuals and organisations and through representation on the Board of Trustees.

We have referred to the Charity Commission's general guidance of public benefit when reviewing our objectives and in developing our strategic and operational plans. The current strategy for 2021-23 *Strategic Foundations* was launched in April 2021:

Our Vision: a society where excellence in language services empowers unlimited inclusion for d/Deaf* and deafblind people.

Our Purpose: maintain trusted standards of language services between deaf and hearing people and work with others to raise awareness of the communication barriers that limit inclusion for d/Deaf* and deafblind people.

The strategy sets out six strategic aims:

- Understand our stakeholders
- Strengthen Regulation
- Develop the Professions
- Build Networks
- Influence for Change
- Sustain the Business

The strategy is reviewed annually to ensure all activities remain in line with the aims of the charity as business conditions change.

Pay and remuneration setting for key management personnel is undertaken by the Chair who looks at affordability, benchmarking, changes in roles and responsibilities, and market forces, with support from the Board of Trustees.

Strategic Report

Achievements and performance

In the year to 31 December 2022 the main achievements for NRCPD have been:

Operations

Understanding Stakeholders

The impact of the COVID-19 pandemic and practices that have altered since then, have meant that requests and engagement in in-person events has been limited in 2022. However, NRCPD attended the EFSLI (European Federation of Sign Language Interpreters) conference and engaged in a range of in-person information sessions at local Deaf clubs.

Trustees Annual Report Year ended 31 December 2022

In addition, other beneficiaries have been reached through engagement in working groups and focused interactions. NRCPD has also contributed to a number of conferences and webinars arranged by professional associations such as ASLI (Association of Sign Language Interpreters), VLP (Visual Language Practitioners), ALAS (Association of Lipspeakers with Additional Sign), ALS (Association of Lipspeakers) and ANP (Association of Notetaking Professionals). Our focus in 2023 will be to engage with Public Bodies and private organisations, in addition to our usual engagement activities.

We will also be increasing our input into Registrant Stewardship, engaging with Professional Associations to further our knowledge and understanding of our Registrants and the landscape of the Professions.

Strengthening regulation

We have expanded our regulation to a new register for relay intralingual interpreters and practice assessments for this regulation category were completed in 2022 increasing the registers and ensuring that this category can now be regulated.

The new Professional Conduct and Complaints process was launched in November 2022 and provides a more robust and clarified process to ensure effective regulation. In 2023 we intend to increase the infrastructure surrounding Registration and Professional Conduct Processes to ensure sufficient supports are in place to engage registrants during their training, when they are newly qualified and if they become subject to the complaint process.

Developing the Professions

The Guidance for Regulated Trainees and Supervisors was developed at the end of 2022, with input from a range of key stakeholders. The guidance sets out clear structures to support regulated trainees, and specific roles to scaffold their development. In 2023 we will be increasing our pool of Senior Practitioners and Practice Assessors to ensure that the guidance can be implemented effectively.

The £10,000 National Lottery grant was deployed in 2022 to train an additional 20 or so STTRs and Notetakers to enable them to come on the register.

The category of Interpreter for Deafblind People has been stagnant for a number of years and does not, entirely, reflect the communication professionals providing language services to deafblind people. 2022 saw the establishment of the working group to clarify this role and create specific registration categories to reflect and regulate the work carried out by these communication professionals.

The working group will continue into 2023, with the intention to have clearly defined categories and routes to registration confirmed by the end of 2023.

Build Networks

Following on from our active involvement in the #wherestheinterpreter campaign and our work on the BSL Now campaign, NRCPD is now a member of the BSL Alliance. A group of organisations who will be feeding into the BSL Advisory board, providing evidence and influencing for change.

This is a key strategic membership, and ensures that NRCPD is at the centre of policy influence. NRCPD's emergence as an independent voice in the sector has been enabled by the clear strategic statement of vision and mission we have set out, and our willingness to partner with other organisations on matters of common interest.

Trustees Annual Report

Year ended 31 December 2022

Influencing for change

2022 saw the continuation of our active influence with government departments on their procurement plans for language services. Constant and regular contact was maintained throughout the year with MoJ, national Police, NHS and the Crown Commercial Services to help shape their policies and to improve the provision of language services in the public sector. We continue to respond to concerns raised to us about the way some public bodies eg NHS trusts, and some agencies do business by writing to them to encourage better practice – such approaches are generally received well and acted upon.

As mentioned above, we will continue to be part of the advisory framework for government going forward through our membership in the BSL Alliance.

Sustaining the business.

This is the sixth year of trading for NRCPD and our position as the National Regulator is strengthening as we move to ensure we have a robust staff team that understand our purpose and responsibilities as a Regulator. There have been no reportable incidents regarding HSE, ICO, Companies House or the Charity Commission. Registration growth has been consistent.

Registration

The NRCPD voluntary registration service existed as part of CACDP from 2009 until 31 December 2016 and since 2017 as a separate charity. We have historically seen year on year increases in registrations and this has continued in 2022 – annual average is 60, register growth continues at this rate.

At 31/12/2016 = 1365

At 31/12/2017 = 1428

At 31/12/2018 = 1551

At 31/12/2019 = 1631 (*1590)

At 31/12/2020 = 1617*

At 31/12/2021 = 1667

At 31/12/2022 = 1784

**From 2020 onwards register figures are adjusted for people registered in more than one profession. The adjusted figure for 2019 is included for comparison and shows register growth of 27 (1.7%) for 2020. Figures reported in previous years were unadjusted (italics).*

Financial review

Registrant growth has offset some of the inflationary pressures in 2022, however we have seen an impact on increase in insurances, IT costs and an increase in the requirement for legal advice, resulting in higher than budgeted legal fees. These increase in costs are due to temporary factors including the implementation of the new complaints procedure, an office move, staff turnover and recruitment costs.

Complaints cost have increased towards the end of 2022, following the implementation of the new complaints procedure and complex complaints being received. Each of these required increased access to legal advice. In Q1 of 2023 we intend to recruit an Independent Registrar holds appropriate qualifications as a regulatory lawyer and, as such, well qualified and equipped to make regulatory decisions given due consideration to law and proportionality.

Trustees Annual Report Year ended 31 December 2022

This sets us apart from other voluntary regulators in this sector as the only regulator that cannot be classed as a 'self regulator'. Importantly, it will ensure that decisions have the legal consideration without additional costs incurred for legal advice from an external legal agency and, thus, bring costs back down to manageable levels.

There was some staff turnover during 2022 that required careful management of specialist roles.

The recruitment of the new CEO and other skilled staff resulted in high recruitment costs. Recruitment has been focused on engaging staff with the most appropriate capabilities to ensure the smooth running of the business and effective regulation. As such, as we move into Q1&Q2 of 2023, we now have a robust team and focus will be on staff training and retention.

Although there has been little sign of inflationary pressures on our overheads in 2022 we do expect an impact from increased insurance costs and the annual inflation-based pay review. The intention is that this will be offset with the effective implementation of the new complaints procedure and effective retention of highly skilled staff.

We had intended to hire an additional staff member as the public affairs/public policy officer but this was deferred for budget management reasons with the activity managed in other ways. This will be considered in 2023, with consideration given to how this can be combined with Community Engagement. Overall, staff FTE remained the same in 2022.

Grant and Trust funding was explored in 2022, with little success. Therefore, there will be a focused consideration of how grant and trust funding can be accessed, with specific focus on the Community Engagement role.

In sum, 2022 incurred unexpected costs as explained above. Registrant growth was above target, at 7% growth, however the costs incurred in 2022 resulted in a deficit of -£55,787. These excess costs were focused on required charitable activities, and should be offset in 2023 with careful budget management and effective use of staff resource. Our financial strategy remains that expenditure is covered by registrant growth and not with fee rises, though we continue to keep this under review.

Debtor and creditor figures (respectively fees owed and mainly fees in advance) remain stable as a proportion of income.

KPIs

The Board monitors performance on the following indicators for 2022:

- Free reserve levels – above £128k (£238,130 achieved in 2022).
- Current ratio – above 1.5
- Register growth - 3% or higher (achieved in 2022)
- Net surplus/deficit – deficit (£-55,787 - 2022)

Principal risks and uncertainties

Trustees review risks annually to identify and grade all known risks to the charity as part of the annual planning cycle. Appropriate mitigating actions are identified, and the effectiveness of these actions monitored. The process is overseen by the Board of Trustees.

Trustees Annual Report

Year ended 31 December 2022

The Board consider these are the key near- and medium-term risks for NRCPD:

- Financial sustainability – income sources limited and require expansion
- Ongoing compliance risk: specifically, an ET claim
- Loss of key personnel.

Reserves

NRCPD currently has one unrestricted reserve – an unrestricted General Reserve. There is a need to maintain a level of general reserves to enable the charity to cope with a variety of events, either day to day or exceptional. NRCPD believes that its reserves must be managed as a valuable asset for the organisation. As such it is important to balance the need to spend the reserved income of the charity with the potential risks that may be faced in the future.

Maintenance of reserves levels

NRCPD maintains unrestricted reserves at a level to cover unforeseen emergency costs or fall in income arising from business interruption or cessation, costs from complex misconduct complaint cases or external environmental factors.

Trustees reviewed the required reserve levels in February 2021 and have set a minimum of £128,000 for the end of 2022.

Trustees will not now approve any annual budget that will reduce unrestricted reserves below this level.

Free reserve levels (net funds less fixed assets) at 31 December 2022 were £238,130 which is £110,130 in excess of the minimum target level. The additional reserve funds will contribute to developing NRCPD capability and activity under the new strategy ('Strategic Foundations') in 2021-3, in pursuit of our charitable objectives.

The Future

Future activities in 2023 will continue delivering against the strategy *Strategic Foundations*, most significantly in these areas:

- *Understanding Stakeholders*: Deaf community engagement
- *Strengthening regulation*: creating a robust infrastructure, policy and process to underpin the Complaints Procedure and ensure effective regulation
- *Developing the professions*:
 - creating a robust infrastructure to support the implementation of Regulated Trainee support mechanisms
 - Updated guidance for Newly Qualified Practitioners
 - Focused Registrant stewardship, including a review of the registrant portal, to support effective CPD processes and auditing
- *Building networks*:
 - *Actively engage in the BSL alliance*
 - *Partner with larger charities for project focused funding*
 - *Increased engagement with Professional Associations and Unions*
- *Influencing for change*: engagement with Government under the BSL Act
- *Sustaining the Business*: growth of grant bidding, O&D, compliance (legal, cyber, VAT, GDPR).

Trustees Annual Report Year ended 31 December 2022

The outlook for registration remains very positive. NRCPD is taking affirmative action to clarify registration categories with specific focus on:

Interpreters for Deafblind people – resulting in an increase of two registration categories

Communication Support Workers – initial work to consider the regulation of this profession which is currently unregulated, but falls within our jurisdiction as CSWs are communication Professional working with d/Deaf and deafblind people

Registrant stewardship is key to the retention and growth of income from this source. Therefore, specific focus is to be paid to improving engagement processes for registrants to strengthen regulation whilst streamlining processes.

NRCPD recognises that supply pressures arising from Brexit, energy price rises, and the impact from the war in Ukraine will cause inflationary pressure. The extent to which this will impact on costs for NRCPD is not clear at this stage but the Charity believes there are sufficient financial management levers within our activity budgets to ensure there is no significant adverse effect on the business or on our core activities of registration and regulation in the near term.

At the end of 2023 work will begin on the successor strategy to Strategic Foundations.

Trustees Annual Report Year ended 31 December 2022

Statement of trustees' responsibilities

The trustees (who are also directors of NRCPD for the purposes of company law) are responsible for preparing the Trustees' Annual Report 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 the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards 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 which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement as to compliance of the financial statements


The financial statements comply with the Charities Act 2011, the Companies Act 2006, the organisation's Memorandum and Articles of Association and 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 (FRS 102).

Trustee:



Liz Duncan, Chair

Trustee:



Alan Lees, Treasurer

25/9/2023

Trustees Annual Report Year ended 31 December 2022

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2022 which are set out on pages 13 to 24.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Graham Fitzgerald BA FCA DChA
On behalf of Azets Audit Services
Wynyard Park House, Wynyard, Billingham, TS22 5TB

Date:

27/9/2023

**Charitable Company Statement of Financial Activities for the period
Year ended 31 December 2022 (including Income and Expenditure
Account)**

	Note	Unrestricted Funds £	Restricted Funds £	Total funds 2022 £	Total funds 2021 £
Income from:					
Charitable activities					
Registration		376,045	-	376,045	359,952
Other income		5,500	-	5,500	930
Lottery grant income		-	10,000	10,000	-
Investment		1,352	-	1,352	334
Total income		382,897	10,000	392,897	361,216
Expenditure on:					
Charitable activities:					
Registration	2a	429,959	5,655	435,614	333,993
Other	2b	13,070	-	13,070	6,939
Total expenditure		443,029	5,655	448,684	340,932
Net movement in funds		(60,132)	4,345	(55,787)	20,284
Reconciliation of funds					
Total funds brought forward		312,238	-	312,238	291,954
Transfers		-	-	-	-
Total funds carried forward		252,106	4,345	256,451	312,238

All operations derive from continuing activities.

Company Number: 10510695 (England and Wales)

Charitable Company Balance Sheet as at 31 December 2022

	Note	2022	2021
Fixed Assets			
Tangible assets	8	<u>18,321</u>	<u>27,064</u>
Total fixed assets		18,321	27,064
Current assets			
Debtors	9	38,959	34,364
Cash at bank and in hand		<u>400,308</u>	<u>450,778</u>
		<u>439,267</u>	<u>485,142</u>
Creditors: Amounts falling due within one year	10	<u>(201,137)</u>	<u>(199,968)</u>
Net current assets		<u>238,130</u>	<u>285,174</u>
Net assets		<u>256,451</u>	<u>312,238</u>
Funds of the charity:			
Unrestricted funds:			
General funds	12	<u>256,451</u>	<u>312,238</u>
Total funds		<u>256,451</u>	<u>312,238</u>

For the year ending 31 December 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

• The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

• The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 13 to 24 were approved by the Board of Trustees and authorised for issue on 25th September 2023 and were signed on their behalf by:

Trustee:



Liz Duncan, Chair

Trustee:



Alan Lees, Treasurer

Company Number: 10510695

Statement of cash flows
Year ended 31 December 2022

	Note	2022 £	2021 £
Net cash flows from operating activities		(49,902)	48,900
Cash flows from investing activities			
Additions		(2,065)	(820)
Net cash from investing activities		<u>(51,967)</u>	<u>48,080</u>
Increase (decrease) in cash and cash equivalents in the year		(50,470)	48,080
Cash and cash equivalents at the beginning of the year		<u>450,778</u>	<u>402,698</u>
Total cash and cash equivalents at the end of the year		<u>400,308</u>	<u>450,778</u>
Relating to:			
Cash at bank and in hand		400,308	450,778
Short term investments		<u>-</u>	<u>-</u>
Total cash and cash equivalents at the end of the year		<u>400,308</u>	<u>402,698</u>

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

1. Accounting policies

1a) Basis of preparation

NRCPD is a charitable company, limited by guarantee, registered in England. The address of the charity's registered office and principal place of business is Portland House, Belmont Business Park, Durham. DH1 1TW.

NRCPD meets the definition of a public benefit entity under FRS 102. The charity exists for the benefit of the public through promoting the quality, conduct and professionalism of all communication professionals working with deaf, deafened, hard of hearing and deaf blind people, and through the advancement of education in relation to the issues facing deaf, deafened, hard of hearing, and deaf blind people.

These financial statements have been prepared in accordance with "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), (Charities SORP (FRS 102)), and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost of transaction value, and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' (Charities SORP (FRS 102)) and the Companies Act 2006.

Going concern

The charity had total funds of £256,451 as at 31 December 2022 (decrease of £55,787 from 31 December 2021) and a year-end cash balance of £400,308 (2021: £450,778).

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

1b) Incoming resources

All income disclosed in the Statement of Financial Activities is shown on an entitlement basis.

All grant income is shown on an entitlement basis, except for restricted funds, where any income received in advance of expenditure is taken to the Statement of Financial Activities when the charity becomes unconditionally entitled to the grant.

Fees for registrations are normally invoiced in advance and those applicable to the year accounted for in the Statement of Financial Activities. Fees received during the year applicable to future periods are shown as deferred income in the balance sheet.

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

1. Accounting policies (continued)

1c) Expenditure

Resources expended are recognised in the period in which legal or constructive obligation arises and include attributable VAT, which cannot be recovered.

Resources expended are allocated to the particular activity to which the cost relates. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned based on an estimate of the staff time.

Governance costs relate to the costs associated with meeting the constitutional and statutory requirements of the charity.

1d) Pension costs

Contributions to defined contribution schemes are charged to the Statement of Financial Activities as they are incurred.

1e) Funds

Unrestricted funds are generated surpluses of the group without further specified purpose and are available as general funds.

Designated funds are unrestricted funds, earmarked by the trustees for particular purposes.

Restricted funds are to be used for specific purposes as prescribed by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

1f) Taxation

The charity is a registered charity and is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxable Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

1g) Cash at bank and in hand

Cash at bank and cash in hand includes cash held at bank and cash held in short term investments.

1h) Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 "Other Financial Instruments Issues" of FRS 102, in full to all of its financial instruments.

All of the charities financial assets and financial liabilities qualify as basis financial instruments. Basic Financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

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

1. Accounting policies (continued)

Financial assets: Trade and other debtors

Trade, group and other debtors (including accrued income) which are receivable within one year and which do not constitute a financing transaction are initially measured at the transaction price and subsequently measured at amortised cost, being the transaction price less any amounts settled and any impairment losses.

A provision for impairment of trade debtors is established when there is objective evidence that the amounts due will not be collected according to the original terms of the contract. Impairment losses are recognised in profit or loss for the excess of the carrying value of the trade debtor over the present value of the future cash flows discounted using the original effective interest rate. Subsequent reversals of an impairment loss that objectively relate to an event occurring after the impairment loss was recognised, are recognised immediately in profit or loss.

Financial liabilities: Trade and other creditors

Trade, group and other creditors (including accruals) payable within one year that do not constitute a financing transaction are initially measured at the transaction price and subsequently measured at amortised cost, being the transaction price less any amounts settled.

Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

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

2. Expenditure

2a) Charitable activities

Unrestricted

	Registration £	2022 £	2021 £
Direct costs	128,678	128,678	95,640
Staff costs	147,352	147,352	113,250
Allocated overheads	153,929	153,929	125,03
	<hr/>	<hr/>	<hr/>
Total	429,959	429,959	333,993

Restricted

	Registration £	2022 £	2021 £
Direct costs	5,655	5,655	-
	<hr/>	<hr/>	<hr/>
Total	5,655	5,655	-

2b) Governance costs – unrestricted

	2022 £	2021 £
Direct committee costs including travel	7,713	2,018
Independent Examiner's Fee	1,980	1,590
Other Costs	3,377	3,331
	<hr/>	<hr/>
Total	13,070	6,939

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

	2022 £	2021 £
Analysis of allocated overheads		
Staff costs including travel and welfare	67,023	43,041
Office running	47,542	34,095
Premises	8,839	24,355
Depreciation	10,808	10,797
Professional fees	14,734	8,160
Travel and subsistence	2,052	918
Insurance	1,519	1,119
Other costs	1,412	1,664
	<u>153,929</u>	<u>125,103</u>

3. Net incoming resources is after charging:

	2022 £	2021 £
Independent Examiner's Fee	1,980	1,590
	<u>1,980</u>	<u>1,590</u>

3. Staff costs

	2022 £	2021 £
Salaries	174,881	140,766
Employer's National Insurance	10,754	8,762
Employer's Pension Contributions	3,827	5,081
	<u>189,462</u>	<u>154,609</u>
Recruitment fees	24,654	1,332
	<u>214,116</u>	<u>155,940</u>

The average number of employees during the year was 6. (2021: 6)

No employees received annual emoluments exceeding £60,000.

Key management personnel

The key management personnel of the charity comprise the Trustees and Director. The total employee benefits of the key management personnel of the charity were £54,868 (2021: £55,770).

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

4. Pension costs

The charge to SOFA is the amount of the contributions payable.

The amount of contributions outstanding at the year end was £804 (2021: £2,061).

5. Indemnity insurance

The Charity has Professional Liability Insurance cover for Trustees, committee members and staff via Aviva Insurance Limited Associations and Charities Policy.

The limit of Indemnity in any one year is £500,000 for which a premium of £515 was paid (2021: £522 for £5,000,000) and was renewed for 2022.

6. Trustees remuneration and disbursement of expenses

The Articles of Association permit the payment of fees and expenses to trustees when acting as examiners and trainers, etc, where such expertise is in short supply.

There were no trustees who were reimbursed travel and subsistence expenses in 2022 for attendance at trustee meetings and other events (2021: Nil).

8. Tangible fixed assets	Computer Software	Office Equipment	Computer Equipment	Total
Cost				
As at 1st Jan 2022	37,060	2,953	12,449	52,462
Additions	-	-	2,065	2,065
Disposals	-	-	-	-
As at 31st Dec 2022	37,060	2,953	14,514	53,527
Depreciation				
As at 1st Jan 2022	15,179	1,453	8,766	25,398
Charge for the year	7,412	591	2,805	10,808
Disposals	-	-	-	-
As at 31st Dec 2022	22,591	2,044	11,571	36,206
Net Book Value				
As at 31st Dec 2022	14,469	909	2,943	18,321
As at 31st Dec 2021	21,881	1,500	3,683	27,064

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

9. Debtors

	2022 £	2021 £
Trade debtors	34,488	29,869
Prepayments	<u>4,471</u>	<u>4,495</u>
	<u>38,959</u>	<u>34,364</u>

10. Creditors

	2022 £	2021 £
Trade Creditors	14,848	13,056
Other Tax and Social Security	3,767	5,754
Accruals	3,479	1,851
Deferred Income	<u>179,043</u>	<u>179,217</u>
	<u>201,137</u>	<u>199,878</u>
Amount deferred in current period	<u>179,043</u>	<u>179,217</u>
Deferred income at 31 December 2022	<u>179,043</u>	<u>179,217</u>

Deferred income relates to registration fees invoiced in advance and a lottery grant receipt which was partly utilised in 2022.

11. Financial instruments

The carrying amounts of the Charity's financial instruments at 31 December 2022 were:

	2022 £	2021 £
FINANCIAL ASSETS		
Debt instruments measured at amortised cost:		
Trade Debtors	<u>34,488</u>	<u>29,869</u>
TOTAL	<u>34,488</u>	<u>29,869</u>
FINANCIAL LIABILITIES		
Measured at amortised cost:		
Trade Creditors	14,848	13,056
Accruals	<u>3,479</u>	<u>1,590</u>
TOTAL	<u>18,327</u>	<u>14,646</u>

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

12. Movements in funds year ended 31 December 2022

	Balance b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Balance c/fwd £
Unrestricted funds:					
General funds	312,238	382,897	443,029		252,106
Restricted funds:					
National Lottery Fund		10,000	5,655		4,345
Total funds	312,238	392,897	448,684		256,451

Movements in funds year ended 31 December 2021

	Balance b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Balance c/fwd £
Unrestricted funds:					
General funds	291,954	361,216	340,932		312,238
Total funds	291,954	361,216	340,932		312,238

13. Members liability

The company is limited by guarantee and in the event of the winding up of the company, the liability of its members is limited to £1.

14. Related party transactions

Sarah Haynes, a trustee, is also a registered Sign Language Interpreter with NRCPD. Fees are charged in line with the published price list. Fees charged during the year amounted to £234 (2021: £234) and the balance at 31 December 2022 was £nil (2021: £nil).

Elisabetta Cordaro, a trustee, is also a registered Speech to Text Reporter with NRCPD. Fees are charged in line with the published price list. Fees charged during the period amounted to £177 (2021: £177) and the balance at 31 December 2022 was £nil (2021: £nil).

James Fitzgerald, a trustee, is also a registered Sign Language Interpreter with NRCPD. Fees are charged in line with the published price list. Fees charged during the period amounted to £234 (2021: £234) and the balance at 31 December 2022 was £nil (2021: nil).

Frank Harrington, a trustee, is also a registered Sign Language Interpreter with NRCPD. Fees are charged in line with the published price list. Fees charged during the year amounted to £234 (2021: £234) and the balance at 31 December 2022 was £nil (2021: £nil).

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

15. Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net movement in funds	(55,787)	20,284
Depreciation	10,808	11,751
Decrease (Increase) in debtors	(5,282)	(2,827)
Increase in creditors	1,169	20,636
	49,092	48,900
Net cash inflow from operating activities	49,092	48,900

16. Analysis of net assets between funds, year ended 31 December 2022

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 December 2022 as represented by:			
Investment assets	18,321	-	18,321
Current assets	434,922	4,345	439,267
Current liabilities	(201,137)	-	(201,137)
	252,106	4,345	256,451

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 December 2021 as represented by:			
Investment assets	27,064	-	27,064
Current assets	485,142	-	485,142
Current liabilities	(199,968)	-	(199,968)
	312,238	-	312,238

17. Controlling party

NRCPD Trustees are the only Members of the Charity and are the Company Directors for the purposes of the Companies Act 2006. There are no ultimate controlling parties or Persons with Significant Control.