

Form AR21

Trade Union and Labour Relations (Consolidation) Act 1992

Annual Return for a Trade Union

Name of Trade Union:	The Royal College of Podiatry		
Year ended:	31 December 2022		
List no:	547T		
Head or Main Office address:	Quartz House		
	207 Providence Square		
	Mill Street		
	London		
Postcode	SE1 2EW		
Website address (if available)	www.rcpod.org.uk		
Has the address changed during the year to which the return relates?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	('X' in appropriate box)
General Secretary:	Martin Furlong		
Telephone Number:	020 7234 8634		
Contact name for queries regarding the completion of this return	Lidia Rawn		
Telephone Number:	020 7234 8653		
E-mail:	lidia.rawn@rcpod.org.uk		

Please follow the guidance notes in the completion of this return

Any difficulties or problems in the completion of this return should be directed to the Certification Officer as below or by telephone to: 0330 109 3602

You should send the annual return to the following email address stating the name of the union in subject:

returns@certoffice.org

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Return of Members

(see notes 10 and 11)

Number of members at the end of the year					
	Great Britain	Northern Ireland	Irish Republic	Elsewhere Abroad (including Channel Islands)	Totals
	9,013	525	95	182	9,815
Total	9,013	525	95	182	A 9,815

Number of members at end of year contributing to the General Fund

9,815

Number of members included in totals box 'A' above for whom no home or authorised address is held:

Change of Officers

Please complete the following to record any changes of officers during the twelve months covered by this return

Position Held	Name of Officer ceasing to hold Office	Name of Officer Appointed	Date of change
Secretary	Steve Jamieson	Mark Sargeant	31 August 2022
Council Member	Stuart Baird	Usamah Khalid	07 July 2022
Council Member	Matthew Fitzpatrick	Richard Leigh	07 July 2022
Council Member		Dr Ivan Bristow	07 July 2022

State whether the union is:

a. A branch of another trade union?

Yes		No	X
-----	--	----	---

If yes, state the name of that other union:

b. A federation of trade unions?

Yes		No	X
-----	--	----	---

If yes, state the number of affiliated unions:

and names:

Officers in post

(see note 12)

Please complete list of all officers in post at the end of the year to which this return relates.

Name of Officer	Position held and date elected
Michelle Scott	Chairman of Council
Dr Ivan Bristow	Council Member - elected 7th July 2022
Allister Campbell	Council Member
Matthew Cichero	Council Member
George Dunn	Council Member
Martin Fox	Council Member
Thomas Kelly	Council Member
Usamah Khalid	Council Member - elected 7th July 2022
Richard Leigh	Council Member - elected 7th July 2022
Dr Jane McAdam	Council Member
Micheal O'Neill	Council Member
Adam Smith	Council Member
Alison Wishart	Council Member

General Fund

(see notes 13 to 18)

	£	£
Income		
From Members: Contributions and Subscriptions		3,734,076
From Members: Other income from members (specify)		
Membership Services (external affairs & members magazine)		91,934
Clinica & Education		242,091
Total other income from members		334,025
Total of all income from members		4,068,101
Investment income (as at page 12)		3,103
Other Income		
Income from Federations and other bodies (as at page 4)	573,396	
Income from any other sources (as at page 4)		
Total of other income (as at page 4)		573,396
Total income		4,644,600
Interfund Transfers IN		
Expenditure		
Benefits to members (as at page 5)		2,084,814
Administrative expenses (as at page 10)		2,866,709
Federation and other bodies (specify)		
Total expenditure Federation and other bodies		
Taxation		
Total expenditure		4,951,523
Interfund Transfers OUT		
Surplus (deficit) for year		-306,923
Amount of general fund at beginning of year		4,920,658
Amount of general fund at end of year		4,613,735

Analysis of income from federation and other bodies and other income

(see notes 19 and 20)

Description	£
Federation and other bodies	
Commercial Activities	60,023
Annual Conference including Exhibition income	313,843
HEE funding	199,530
Total federation and other bodies	573396
Any Other Sources	
Total other sources	
Total of all other income	573,396

Analysis of benefit expenditure shown at the General Fund

(see notes 21 to 23)

			£
Representation – Employment Related Issues		brought forward	226,322
Trade Unions & Employment Activities	164,417	Advisory Services	
		Other Cash Payments	
Representation – Non Employment Related Issues		Education and Training services	
		Clinical Education	279,567
		Local & Regional Branch Activity	19,262
		The College of Podiatry Magazine	242,831
		Annual Conference	255,098
Communications communications	61,905	Negotiated Discount Services	
		Other Benefits and Grants (specify)	
Dispute Benefits		Membership services & insurance	1,061,734
carried forward	226,322	Total (should agree with figure in General Fund)	2,084,814

(See notes 21 and 23)

Fund 2		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
	Interfund Transfers IN		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

Fund 3		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
	Interfund Transfers IN		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

(See notes 21 and 23)

Fund 4		Fund Account	
Name:		£	£
Income			
From members			
Investment income (as at page 12)			
Other income (specify)			
Total other income as specified			
Total Income			
Interfund Transfers IN			
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 10)			
Total Expenditure			
Interfund Transfers OUT			
Surplus (Deficit) for the year			
Amount of fund at beginning of year			
Amount of fund at the end of year (as Balance Sheet)			
Number of members contributing at end of year			

Fund 5		Fund Account	
Name:		£	£
Income			
From members			
Investment income (as at page 12)			
Other income (specify)			
Total other income as specified			
Total Income			
Interfund Transfers IN			
Expenditure			
Benefits to members			
Administrative expenses and other expenditure (as at page 10)			
Total Expenditure			
Interfund Transfers OUT			
Surplus (Deficit) for the year			
Amount of fund at beginning of year			
Amount of fund at the end of year (as Balance Sheet)			
Number of members contributing at end of year			

(See notes 21 and 23)

Fund 6		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
	Interfund Transfers IN		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

Fund 7		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
	Interfund Transfers IN		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

(See notes 21 and 23)

Fund 8		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
	Interfund Transfers IN		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

Fund 9		Fund Account	
Name:		£	£
Income	From members		
	Investment income (as at page 12)		
	Other income (specify)		
	Total other income as specified		
	Total Income		
	Interfund Transfers IN		
Expenditure	Benefits to members		
	Administrative expenses and other expenditure (as at page 10)		
	Total Expenditure		
	Interfund Transfers OUT		
	Surplus (Deficit) for the year		
	Amount of fund at beginning of year		
	Amount of fund at the end of year (as Balance Sheet)		
	Number of members contributing at end of year		

Political fund account

(see notes 24 to 33)

£

£

Political fund account 1		To be completed by trade unions which maintain their own political fund	
Income	Members contributions and levies		
	Investment income (as at page 12)		
Other income (specify)			
		Total other income as specified	
		Total income	

Expenditure under section (82) of the Trade Union and Labour Relations (Consolidation) Act 1992 on purposes set out in section (72) (1) where consolidation of expenditures from the political funds exceeds £2,000 during the period

Expenditure A (as at page i)	
Expenditure B (as at page ii)	
Expenditure C (as at page iii)	
Expenditure D (as at page iv)	
Expenditure E (as at page v)	
Expenditure F (as at page vi)	
Non-political expenditure (as at page vii)	
	Total expenditure
	Surplus (deficit) for year
	Amount of political fund at beginning of year
	Amount of political fund at the end of year (as <u>Balance Sheet</u>)
	Number of members at end of year contributing to the political fund
	Number of members at end of the year not contributing to the political fund
	Number of members at end of year who have completed an exemption notice and do not contribute to the political fund

Political fund account 2 To be completed by trade unions which act as components of a central trade union

Income	Contributions and levies collected from members on behalf of central political fund		
	Funds received back from central political fund		
	Other income (specify)		
		Total other income as specified	
		Total income	
Expenditure	Expenditure under section 82 of the Trade Union and Labour Relations (Consolidation) Act 1992 (specify)		
	Administration expenses in connection with political objects(specify)		
	Non-political expenditure		
		Total expenditure	
		Surplus (deficit) for year	
		Amount held on behalf of trade union political fund at beginning of year	
		Amount remitted to central political	
		Amount held on behalf of central political fund at end of year	
		Number of members at end of year contributing to the political fund	
		Number of members at end of the year not contributing to the political fund	
		Number of members at end of year who have completed an exemption notice and do not therefore contribute to the political fund	

Political fund account expenditure (c)

Expenditure under section 72 (1) (a) of the Trade Union and Labour Relations (consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

Expenditure in connection with the registration of electors, the candidature of any person, the selection of any candidate or the holding of any ballot by the union in connection with any election to a political office

Title and Date of election	Name of political party/organisation	Name of candidate, organisation or political party (see 33(iii))	£
Total			

Political fund account expenditure (e)

Expenditure under section 72 (1) (a) of the Trade Union and Labour Relations (consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates.

The expenditure of money on the holding of any conference or meeting by or on behalf of a political party or of any other meeting the main purpose of which is the transaction of business in connection with a political party	
Name of political party	£
Total	

Political fund account expenditure (f)

Expenditure under section 72 (1) (a) of the Trade Union and Labour Relations (consolidation) Act.

To be completed where total expenditure from the political fund exceeds £2,000 during the period to which return relates

On the production, publication or distribution of any literature, document, film, sound recording or advertisement the main purpose of which is to persuade people to vote for a political party or candidate or to persuade them not to vote for a political party or candidate
--

Name of organisation or political party	£
Total	

Expenditure from the political fund not falling within section 72 (1) of the trade union & labour relations (consolidation) act 1992

For expenditure not falling within section 72 (1) the required information is-

(a) the nature of each cause or campaign for which money was expended, and the total amount expended in relation to each one	£

Total expenditure

(b) the name of each organisation to which money was paid (otherwise than for a particular cause of campaign), and the total amount paid to each one

£

Total expenditure

£

(c) the total amount of all other money expended

Total expenditure

Total of all expenditures

Analysis of administrative expenses and other outgoings excluding amounts charged to political fund accounts

(see notes 34 and 35)

	£
Administrative Expenses	
Remuneration and expenses of staff	2,140,315
Salaries and Wages included in above	2,067,149
Auditors' fees	44,425
Legal and Professional fees	122,982
Occupancy costs	70,739
Stationery, printing, postage, telephone, etc.	203,055
Expenses of Executive Committee (Head Office)	88,645
Expenses of conferences	2,233
Other administrative expenses (specify)	
Bank Charges	4,926
VAT Disallowed	74,950
Annual Awards for Podiatry	14,208
Provision for Bad Debts	9,065
AGM	10,090
Other Outgoings	
Depreciation - Leasehold, computers and furniture	81,076
Outgoings on land and buildings (specify)	
Other outgoings (specify)	
Total	2,866,709
Charged to: General Fund (Page 3)	2,866,709
Total	2,866,709

Analysis of officials' salaries and benefits

(see notes 36 to 46 below)

Office held	Gross Salary	Employers N.I. contributions	Benefits		Total	
			Pension Contributions	Other Benefits		
				Description		Value
	£	£	£	£	£	
Chair of Council	NIL					
Other Members of Council	NIL					
General Secretary & Chief Excecutive	189,153	14,901	8,634		212,688	

Analysis of investment income

(see notes 47 and 48)

	Political Fund £		Other Fund(s) £
Rent from land and buildings			
Dividends (gross) from:			
Equities (e.g. shares)			
Interest (gross) from:			
Government securities (Gilts)			
Mortgages			
Local Authority Bonds			
Bank and Building Societies			
Other investment income (specify)			
Mangrove insurance interest			3,103
			3,103
		Total investment income	3,103
		Credited to:	
		General Fund (Page 3)	3,103
		Political Fund	
		Total Investment Funds	3,103

Balance sheet as at

31 December 2022

(see notes 49 to 52)

Previous Year		£	£
	Fixed Assets (at page 14)		2,368,506
	Investments (as per analysis on page 15)		
	Quoted (Market value £ ())		120
	Unquoted		
	Total Investments		120
	Other Assets		
	Loans to other trade unions		
	Sundry debtors		600,507
	Cash at bank and in hand		1,666,749
	Income tax to be recovered		
	Stocks of goods		
	Others (specify)		
	Captive Insurance Deposit (Mangrove Account)		2,369,536
	Total of other assets		4,636,792
		Total assets	7,005,418
4,920,658	General fund (page 3)		4,613,735
	Political Fund Account		
	Liabilities		
	Amount held on behalf of central trade union political fund		
	Creditors: Due within on year		1,194,631
	Creditors Provisions for Liabilities and changes		1,197,052
		Total liabilities	2,391,683
		Total assets	7,005,418

Fixed assets account

(see notes 53 to 57)

	Land and Buildings		Furniture and Equipment £	Motor Vehicles £	Not used for union business £	Total £
	Freehold £	Leasehold £				
Cost or Valuation						
At start of year		2,652,140	1,150,445			3,802,585
Additions						
Disposals						
Revaluation/Transfers						
At end of year		2,652,140	1,150,445			3,802,585
Accumulated Depreciation						
At start of year		318,258	1,034,745			1,353,003
Charges for year		53,043	28,033			81,076
Disposals						
Revaluation/Transfers						
At end of year		371,301	1,062,778			1,434,079
Net book value at end of year						
Net book value at end of year		2,280,839	87,667			2,368,506
Net book value at end of previous year						
Net book value at end of previous year		2,333,882	115,700			2,449,582

Analysis of investments

(see notes 58 and 59)

		All Funds Except Political Funds £	Political Fund £
Quoted	Equities (e.g. Shares)		
	Unity Trust Shares	120	
	Government Securities (Gilts)		
	Other quoted securities (to be specified)		
	Total quoted (as Balance Sheet)	120	
	Market Value of Quoted Investment		
Unquoted	Equities		
	Government Securities (Gilts)		
	Mortgages		
	Bank and Building Societies		
Other unquoted investments (to be specified)			
	Total unquoted (as Balance Sheet)		
	Market Value of Unquoted Investments		

Analysis of investment income (controlling interests)

(see notes 60 and 61)

Does the union, or any constituent part of the union, have a controlling interest in any limited company?

Yes <input style="width: 40px; height: 20px;" type="checkbox"/>	No <input style="width: 40px; height: 20px;" type="checkbox"/>
---	--

If YES name the relevant companies:

Company name	Company registration number (if not registered in England & Wales, state where registered)

Are the shares which are controlled by the union registered in the names of the union's trustees?

Yes <input style="width: 40px; height: 20px;" type="checkbox"/>	No <input style="width: 40px; height: 20px;" type="checkbox"/>
---	--

If NO, state the names of the persons in whom the shares controlled by the union are registered.

Company name	Names of shareholders

Summary sheet

(see notes 62 to 73)

	All funds except Political Funds	Political Funds £	Total Funds £
Income			
From Members	4,068,101		4,068,101
From Investments	3,103		3,103
Other Income (including increases by revaluation of assets)	573,396		573,396
Total Income	4,644,600		4,644,600
Expenditure (including decreases by revaluation of assets)			
Total Expenditure	4,951,523		4,951,523
Funds at beginning of year (including reserves)	4,920,658		4,920,658
Funds at end of year (including reserves)	4,613,735		4,613,735
Assets			
Fixed Assets			2,368,506
Investment Assets			120
Other Assets			4,636,792
		Total Assets	7,005,418
Liabilities		Total Liabilities	2,391,683
Net Assets (Total Assets less Total Liabilities)			4,613,735

Summary sheet

(see notes 62 to 73)

	All funds except Political Funds £	Political Funds £	Total Funds £
Income			
From Members			
From Investments			
Other Income (including increases by revaluation of assets)			
Total Income			
Expenditure (including decreases by revaluation of assets)			
Total Expenditure			
Funds at beginning of year (including reserves)			
Funds at end of year (including reserves)			
Assets			
Fixed Assets			
Investment Assets			
Other Assets			
		Total Assets	
Liabilities		Total Liabilities	
Net Assets (Total Assets less Total Liabilities)			

Ballots & Industrial Action- If you have 6 or more entries for either of these, please complete the Excel Spreadsheet

(see notes 74 to 80)

<p>Did the union hold any ballots in respect of industrial action during the return period? <input style="width: 50px; height: 15px;" type="text"/></p>	
<p>If Yes How many ballots were held: <input style="width: 50px; height: 15px;" type="text"/></p>	
<p>For each ballot held please complete the information below:</p>	
<p>Ballot 1</p>	
<p>Number of individual who were entitled to vote in the ballot</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>Number of votes cast in the ballot</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>Number of Individuals answering "Yes" to the question</p>	<input style="width: 80%; height: 15px;" type="text"/> ¹
<p>Number of individuals answering "No" to the question</p>	<input style="width: 80%; height: 15px;" type="text"/> ²
<p>Number of invalid or otherwise spoiled voting papers returned</p>	<input style="width: 80%; height: 15px;" type="text"/> ³
<p>1-3 should total "Number of votes cast"</p>	
<p>Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>Ballot 2</p>	
<p>Number of individual who were entitled to vote in the ballot</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>Number of votes cast in the ballot</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>Number of Individuals answering "Yes" to the question</p>	<input style="width: 80%; height: 15px;" type="text"/> ¹
<p>Number of individuals answering "No" to the question</p>	<input style="width: 80%; height: 15px;" type="text"/> ²
<p>Number of invalid or otherwise spoiled voting papers returned</p>	<input style="width: 80%; height: 15px;" type="text"/> ³
<p>1-3 should total "Number of votes cast"</p>	
<p>Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>Ballot 3</p>	
<p>Number of individual who were entitled to vote in the ballot</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>Number of votes cast in the ballot</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>Number of Individuals answering "Yes" to the question</p>	<input style="width: 80%; height: 15px;" type="text"/> ¹
<p>Number of individuals answering "No" to the question</p>	<input style="width: 80%; height: 15px;" type="text"/> ²
<p>Number of invalid or otherwise spoiled voting papers returned</p>	<input style="width: 80%; height: 15px;" type="text"/> ³
<p>1-3 should total "Number of votes cast"</p>	
<p>Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?</p>	<input style="width: 80%; height: 15px;" type="text"/>
<p>If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot</p>	<input style="width: 80%; height: 15px;" type="text"/>

Ballots & Industrial Action: If you have 6 or more entries for either of these, please complete the Excel Spreadsheet

Ballot 4

Number of individual who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question 1

Number of individuals answering "No" to the question 2

Number of invalid or otherwise spoiled voting papers returned 3

1-3 should total "Number of votes cast"

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot

Ballot 5

Number of individual who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question 1

Number of individuals answering "No" to the question 2

Number of invalid or otherwise spoiled voting papers returned 3

1-3 should total "Number of votes cast"

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot

Ballot 6

Number of individual who were entitled to vote in the ballot

Number of votes cast in the ballot

Number of Individuals answering "Yes" to the question 1

Number of individuals answering "No" to the question 2

Number of invalid or otherwise spoiled voting papers returned 3

1-3 should total "Number of votes cast"

Were the number of votes cast in the ballot at least 50% of the number of individuals who were entitled to vote in the ballot

Does section 226(2B) of the 1992 Act apply in relation to this ballot (see notes 76-80)?

If yes, were the number of individuals answering "Yes" to the question (or each question) at least 40% of the number of individuals who were entitled to vote in the ballot

Ballots and Industrial Action: If you have 6 or more entries for either of these, please complete the Excel Spreadsheet

(see note 81)

***Categories of Nature of Trade Dispute**

- A: terms and conditions of employment, or the physical conditions in which any workers require to work;
- B: engagement or non-engagement, or termination or suspension of employment or the duties of employment, of one or more workers;
- C: allocation of work or the duties of employment between workers or groups of workers;
- D: matters of discipline;
- E: a worker's membership or non-membership of a trade union;
- F: facilities for officials of trade unions;
- G: machinery for negotiation or consultation, and other procedures, relating to any of the above matters, including the recognition by employers or employers' associations of the right of a trade union to represent workers in such negotiation or consultation or in the carrying out of such procedures

Did Union members take industrial action during the return period in response to any inducement on the part of the Union? YES/NO

If **YES**, for each industrial action taken please complete the information below:

Industrial Action 1

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Industrial Action 2

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Industrial Action 3

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

use a continuation page if necessary

Industrial Action 4

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Industrial Action 5

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Industrial Action 6

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Industrial Action 7

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Industrial Action 8

1. please tick the nature of the trade dispute for which industrial action was taken using the categories* below:

A B C D E F G

2. Dates of the industrial action taken: to

3. Number of days of industrial action:

4. Nature of industrial action.

Ballots & Industrial Action- If you have 6 or more entries for either of these, please complete the Excel Spreadsheet

Notes to the accounts

(see notes 82 and 83)

All notes to the accounts must be entered on or attached to this part of the return.

Notes attached in Annual Report which has been submitted with the AR21

Accounting policies



(see notes 84 and 85)



Signatures to the annual return

(see notes 86 & 87)

Including the accounts and balance sheet contained in the return. Please copy and paste your electronic signature here

Secretary's Signature:		Chairman's Signature:	
			<small>(or other official whose position should be stated)</small>
Name:	Martin Furlong	Name:	Michelle Scott (Chairman)
Date:	10 July 2023	Date:	10 July 2023

Checklist

(see notes 88 to 89)

(please tick as appropriate)

Has the return of change of officers been completed? (see Page 2 and Note 12)	Yes	Y	No	
Has the list of officers in post been completed? (see Page 2 and Note 12)	Yes	Y	No	
Has the return been signed? (see Pages 23 and 25 and Notes 86 and 95)	Yes	Y	No	
Has the auditor's report been completed? (see Pages 20 and 21 and Notes 2 and 77)	Yes	Y	No	
Is a rule book enclosed? (see Notes 8 and 88)	Yes	Y	No	
A member statement is: (see Note 80)	Enclosed	Y	To follow	
Has the summary sheet been completed? (see Page 17 and Notes 7 and 62)	Yes	Y	To follow	
Has the membership audit certificate been completed? (see Page i to iii and Notes 97 and 103)	Yes	Y	No	

Checklist for auditor's report

(see notes 90 and 96)

The checklist below is for guidance. A report is still required either set out overleaf or by way of an attached auditor's report that covers the 1992 Act requirements.

1. In the opinion of the auditors or auditor do the accounts they have audited and which are contained in this return give a true and fair view of the matters to which they related? (See section 36(1) and (2) of the 1992 Act and notes 92 and 93)

Please explain in your report overleaf or attached.

2. Are the auditors or auditor of the opinion that the union has complied with section 28 of the 1992 Act and has:

- a. kept proper accounting records with respect to its transactions and its assets and liabilities; and
- b. established and maintained a satisfactory system of control of its accounting records, its cash holding and all its receipts and remittances. (See section 36(4) of the 1992 Act set out in note 92)

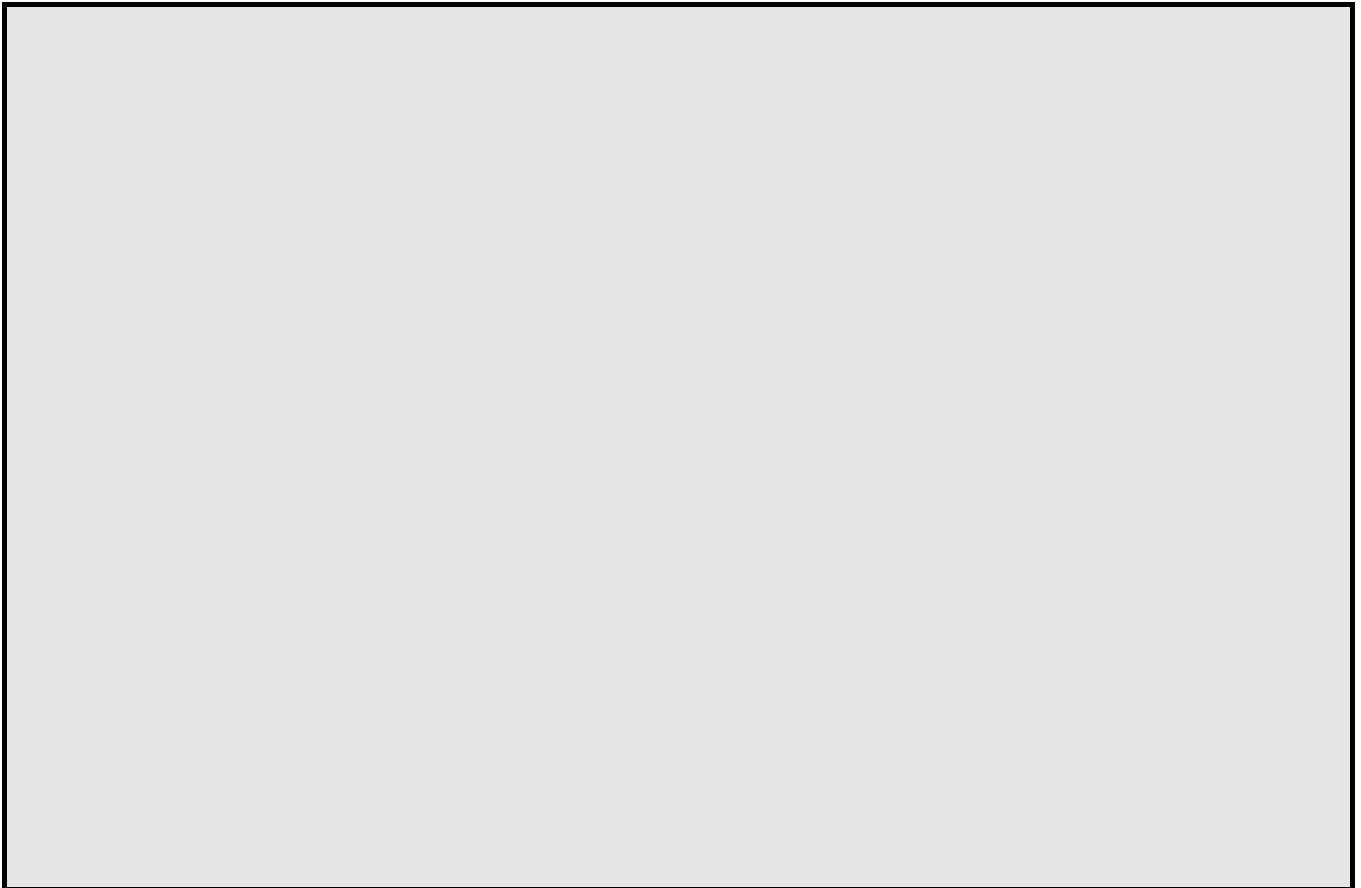
Please explain in your report overleaf or attached

3. Your auditors or auditor must include in their report the following wording:

In our opinion the financial statements:

- give a true and fair view of the matters to which they relate to.
- have been prepared in accordance with the requirements of the sections 28, 32 and 36 of the Trade Union and Labour Relations (consolidation) Act 1992.

Auditor's report (continued)



Signature(s) of auditor or auditors:

RSM UK

Name(s):

Profession(s) or Calling(s):

Address(es):

RSM UK Audit LLP

25 Farrington Street

London

Postcode

EC4A 4AB

Date

Contact name for inquiries and telephone number:

N.B. When notes to the account are referred to in the auditor's report a copy of those notes must accompany this return.



RSM UK Audit LLP

25 Farringdon Street
London
EC4A 4AB
T +44 (0)20 3201 8000
F +44 (0)20 3201 8001
rsmuk.com

Our ref: NS/CA/1067948

Your ref:

The Directors of The College of Podiatry
Quartz House
207 Providence Square
Mill Street
SE1 2EW

14 July 2023

Dear Sirs

Financial statements of The College of Podiatry ('the Trade Union') for the year ended 31 December 2022

Further to our audit report dated 14 July 2023 included in the Trade Union's financial statements for the year ended 31 December 2022, we have nothing to report in respect of the following matters where section 36 of Trade Union and Labour Relations (Consolidation) Act 1992 requires us to report to you if, in our opinion:

- (a) the Trade union has not kept proper accounting records; or
- (b) the Trade Union has not maintained a satisfactory system of control over its transactions in accordance with the requirements of that section; or
- (c) the Trade Union's accounts to which the report relates do not agree with the accounting records; or
- (d) give a true and fair view of the matters to which they relate to; and
- (e) have been prepared in accordance with the requirements of the sections 28, 32 and 36 of the Trade Union and Labour Relations (consolidation) Act 1992.

Yours faithfully

RSM UK Audit LLP

RSM UK Audit LLP

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AUDIT | TAX | CONSULTING

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Annual Report and Accounts

Royal College of Podiatry

2022

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Royal College of Podiatry

Legal and administrative information

Registered company number:
400709

Registered office
Quartz House, 207 Providence Square,
Mill Street, London SE1 2EW

Company Secretary
Helena Basarab-Horwath
Quartz House, 207 Providence Square,
Mill Street, London SE1 2EW

Auditors
RSM UK Audit LLP
Chartered Accountants
25 Farringdon Street, London EC4A 4AB

Bankers
Unity Trust Bank plc
Four Brindleyplace, Birmingham B1 2JB

Solicitors
Russell-Cooke LLP
2 Putney Hill, London SW15 6AB

Thompsons
Congress House, Great Russell Street,
London WC1B 3LW

Radcliffes LeBrasseur
85 Fleet Street
London EC4Y 1AE

Members of the Council of the Royal College of Podiatry

Chairman of Council:
Michelle Scott

Council
BAIRD, Stuart (Resigned 07.07.22)
BRISTOW, Dr Ivan (Appointed 07.07.22)
CAMPBELL, Allister
CICHERO, Matthew
DUNN, George
FITZPATRICK, Matthew (Resigned
(07.07.22)
FOX, Martin
KELLY, Thomas
KHALID, Usamah (Appointed 07.07.22)
LEIGH, Richard (Appointed 07.07.22)
McADAM, Jane Dr
O'NEILL, Michael
SCOTT, Michelle
SMITH, Adam
WISHART, Alison

Principal activities of the College

The College is the professional body and recognised trade union for chiropodists and podiatrists. It is a company limited by guarantee, registered number 400709 incorporated in England and Wales. The College is established for the promotion and regulation of the profession of chiropody and podiatry and of all matters affecting chiropodists and podiatrists.

Directors

The members of Council, who are not remunerated, are the directors of the College. All those holding the position of director during the year ended 31 December 2022 are shown opposite.

A Message from the Chairman



I am pleased to introduce this year's annual report and accounts. The report details the RCPod's activities for the year starting in January 2022 and ending in December 2022.

I am very aware of the challenges that our members faced in 2022. My colleagues in independent practice and in the NHS are facing an unprecedented workload. There are many causes for this, including the way that all healthcare professions have diligently worked through the post-pandemic backlog of care. We also know that podiatry's workforce recruitment and retention issues continue to affect the whole profession. All of this at a time when the needs of our patients have never been greater. Resolving this problem effectively remains a vital concern for us.

Our primary focus in any year is to ensure that podiatrists are supported in meeting their duties in the interests of patient care and public health. Our business-as-usual activities account for most of the time we spend supporting members. This includes offering membership services like insurance and legal support, trade union activities, professional guidance, clinical and educational support and our policy and public affairs work to influence four nation governments.

We are also guided by our 2022 to 2025 strategy themes. These focus the organisation's longer-term work in such a way as to achieve action on what Council has identified as the priorities for the profession. Our strategy is to address the recruitment and retention problem in podiatry; improve our influencing; raise the perception of the profession; develop our research; and establish podiatrists as leaders.

In 2022, we continued our work to promote Equality, Diversity and Inclusion (EDI) in podiatry, and to address bullying, discrimination and harassment. This remains a key priority for us. We want to see every practice and every NHS service acting in line with our EDI principles.

I should like to thank Lord Kennedy of Southwark, our President and somebody who is steadfast in his support of the profession. His influence and reputation amongst the parliamentarians on all benches and in both houses means that the foot health agenda is

discussed at the highest levels of government.

Finally, and as always, I would like to thank all my colleagues who serve with me on the Council; particularly to the longstanding Council members whose terms have now concluded. I thank you for your many years of dedication. In turn, I welcome those newly elected members who will take their seat after our Annual General Meeting in June 2023. A big thank you goes to our brilliant committee members, our volunteers, our branch network and to the hard-working staff at the College.

The final note is for the members, whose commitment to the profession, and their deep desire to see it be the best it can be, remains the lifeblood of the organisation.

A handwritten signature in black ink that reads "M. Scott". The signature is written in a cursive style and is underlined with a single horizontal stroke.

Michelle Scott
Chairman of Council
Royal College of Podiatry

A Message from the

Interim Chief Executive



In a challenging year, the College remained committed to its members around the world and the patients they serve. The podiatry workforce is under pressure, and the unique skillsets of podiatrists globally have never been more needed as individuals face an ever-increasing and interrelated mixture of health complications. The response from podiatrists to this adversity has been inspiring and gives me hope for the future.

There are two equally important parts to this organisation. We are a professional body, but we started life as a trade union. We have always known the true value and worth of our NHS members. That's why we put the full weight of the College behind them in 2022 during the start of pay disputes with the government. The situations in England, Wales, Northern Ireland and Scotland might have been varied; yet the one constant was the cooperation and strength that we showed as a union in the fight for better, and fairer pay. Healthcare workers being moved to strike is, historically, the exception rather than the norm. That additional responsibility this year did not prevent us from providing our usual care to all members in their day to day working lives, from comprehensive indemnity insurance to legal and professional support. Our Employment Relations team helped over 700 people in 2022.

Any tumult in the health service has a direct effect on our members who work in private practice. They have done much in the past year to take on an increasing number of patients who are no longer eligible for NHS care. The role private practice podiatry plays in patient care is vital and truly necessary.

I am particularly proud of two key milestones in 2022. The first is our work to develop the support workforce. We concluded our consultation with members about the process to accredit educational providers and individuals who meet Health Education England's (HEE's) Foot Health Standards. By standardising training and care provision of the support workforce, we are not only stepping further towards securing the future of the foot health sector we are also improving patient care. We take our commitment to enhance career progression into podiatry seriously, and this vital piece of work will help to upskill and sustain the foot health professions into the future. We look forward to onboarding new associate members who meet our standards into the College in 2023.

The second key achievement was the work done on our Workforce and Education Reform Programme for podiatry. Our project team has worked across nine areas to bolster and improve workforce education for podiatrists and the public. From creating a new definition of a 21st Century podiatrist, to making the information about how to return to practice, international recruitment and apprenticeships up to date. These new resources and information will be published in 2023 and will help the whole profession and provide a vital source of education for the public too.

Our involvement in these significant workforce reform projects has only strengthened our already strong relationships with UK healthcare decision makers. We continue to have members and staff on HEE's committees. We maintain a strong standing as a reliable member of the wider AHP family and sit at the Allied Health Professions Federation (AHPF), as well as on NHS England's networks for foot and lower limb health. Similarly, we are proud to be a part of the relevant networks of the arm's length bodies in all four nations.

In 2022, we continued to develop essential guidance, like our MSK toolkit to define and guide service provision for MSK podiatry. We continued to innovate new and updated training courses like the Foot in Diabetes module, The Basic Principles of Biomechanics and a new iteration of the Skin Surgery Course, and our work to find and develop leaders on our Leadership Programme continued. You can find a full overview of our clinical leadership and educational activities later in this report.

We took our corporate responsibility work even further in 2022 with an aim to create an organisational culture that promotes, encourages and supports Equality, Diversity and Inclusion (EDI) by

creating a culture based on fairness and mutual respect for all. We requested a full and independent EDI audit. The subsequent report made several recommendations that the College is implementing into all facets of the organisation into 2023 and beyond.

I have been proud to have led the RCPod since the Autumn of 2022, and yet I also want to repeat that the successes and achievements outlined in this year's annual report are because of many people. I would also like to thank those who serve so selflessly on our committees, and the wide selection of people who give up their time so freely, from the branches network to the Specialist Interest Groups. I especially want to thank the staff for all that they have done to support the RCPod in 2022.

Two of our senior leaders left for pastures new in 2022. Steve Jamieson stepped down from his role as Chief Executive after five years leading the organisation. In that time, Steve modernised our governance, raised our profile and improved our visibility across health and social care. I want to thank him, and we wish him all the best for the future. I would also like to thank Mark Sargeant, our former Director of Finance and Corporate Services, who left the organisation to take up a new role in the financial services industry in February. Mark made an enormous and reforming contribution to our work, strengthening the financial position of the organisation and raising our commercial profile.

We are all looking forward to welcoming our new Chief Executive and General Secretary, Jane Pritchard, in July 2023, whose vision and abilities will lead us into the future. Uncertainty and unexpected challenges are so often an inevitability in our daily and working lives. I am of the firm belief that now is the time to come together – members, volunteers and staff - to resolve these problems head on, whilst never losing sight of the fact that it is our considerable achievements that really define us.



Paul Chadwick
Interim Chief Executive Officer
Royal College of Podiatry

Corporate Social Responsibility

The RCPod is committed to robust Corporate Social Responsibility (CSR); creating a culture where the principles of equality, diversity, representation, inclusion, sustainability, ethical considerations, and good governance are embedded in everything we do. We intend to create a positive impact on society, reducing the drain on the environment and, as a result, help to boost productivity.

As an employer, we aim to treat our employees, members and wider stakeholders with respect; fairly and ethically with clear policies to underline these aims. Furthermore, as a trade union, we aim to ensure that where our members are employers and/or managers, we aim to ensure that they have the tools to also be ethical employers/managers. When the RCPod tenders for contracts with outside organisations, those organisations will be expected to provide their policies concerning health and safety, corporate social responsibility, equality, diversity, and inclusion, and sustainability. We will not work with organisations, whether UK based or international, that do not recognise trade unions within their workplace, or have links to modern slavery.

Climate change negatively affects the wellbeing of everyone. The College is committed to working towards helping the healthcare sector reduce its carbon output. The RCPod commits to working towards a paperless office and reducing the number of face-to-face meetings, to reduce its carbon footprint. When the RCPod's committees develop their terms of reference, they should conduct 75% of their meetings virtually, thereby reducing travel and the associated economic and environmental costs.

“The College wants to establish an organisational culture that promotes, encourages and supports inclusion, equality and diversity by creating a culture based on fairness, inclusion and mutual respect for all. An independent audit of EDI within the College was carried out last year and work is ongoing to implement the recommendations.”

The College is continuing to develop its CSR strategy, from which operational policy will flow, to implement alongside each of the RCPod's 2022 – 2025 strategic themes.

Report on Trade Union Activities in 2022

The work of the trade union continued to grow during what has been a busy year. The emphasis, of course, has been on NHS Pay. So much so that, at the time of writing, we are still involved in talks about the 2022 pay offer in England, Wales and Northern Ireland. Scotland negotiated a better outcome in discussions with the NHS unions. Once again, we have continued to provide more support for members outside the NHS, especially the self-employed and practice owners.

Our network of representatives (reps) continues to expand. A highlight of this is the launch of equality reps. Our relaunched training Programme has successfully bedded in. We have grown our reps training Programme, and we now use a variety of training methods. This includes online, hybrid and in-person to suit all of our reps.

Supporting members

Our case management system shows that, in the last year, we gave support to over 700 members. That doesn't include the additional support our reps provided. Aid ranges from sickness absence, partner disputes, self-employment queries, disciplinarys and legal action around employment. It also includes disputes around contracts and how to protect businesses. Our professional support officers continued to help members deal with work issues, including HCPC referrals, and we saw an increase in referrals in 2022.

Influencing

We continue to build on our influence as a trade union. Martin Furlong, Head of Employment Relations, was re-elected to the TUC General Council. Martin now has a more active role in the TUC's work, especially in improving rights for the self-employed. A key target for the next year is gaining seats on more of the TUCs equalities committees.

We continue to punch above our weight in our work within the NHS Staff Council and in partnership with the other NHS trade unions. Especially in comparison to other, larger organisations. NHS pay, as previously mentioned, has been particularly busy in the last year; we also saw the Pay Review Body system collapse.

We intervened in the pay arrangements in England, Scotland, Wales and Northern Ireland. In each case, we succeeded and improved the outcome for members. But there is still a long way to go before members make up for years of pay stagnation.

However, the NHS pay system needs a complete overhaul, as it is no longer fit for purpose.

Equality

Diana Scott-Brown, Employment Relations Officer, continues to lead the work of our Equality Diversity and Inclusion (EDI) group along with the group's excellent Chair, Sally Gates. A highlight of the year was our first participation in the Brighton Pride march in front of 300,000 people.

The changing world of employment – is self-employment the right route to take?

We continued to work with the TUC to campaign for better rights for the self-employed. This also means making sure that the rules around self-employment are clear and understandable, especially around tax. We continue to work with the Independent Practice Group (IPG) to develop more employment tools for the self-employed.

Employment Support Committee

Under the Chair, Allister Campbell, the Employment Support Committee (ESC) continues to work across the membership on all aspects of employment and promoting our EDI work. A special mention must go to Chris Ansermoz. Chris took up our seat on the NHS Staff Council during a particularly busy time. Chris represents podiatry at the highest level of the NHS.



Martin Furlong
Head of Employment Relations and Acting General Secretary

Clinical Leadership and Educational Review

Report 2022

The agility and responsiveness of the Clinical Leadership and Education (CLE) team, committees, staff and volunteers have meant that there has been significant activity and progress on many workstreams throughout 2022. We maintained and enhanced the team's primary business to support undergraduates and develop clinical strategy and professional development for the membership. The CLE team has also collaborated with many other RCPod departments and staff, project officers, external consultants and stakeholders to deliver a series of Health Education England (HEE) Workforce and Education Reform (WFER) Programme projects throughout 2022. These projects, including a brief overview of 2022 activities, are summarised below, however, final reporting and operationalisation will continue into 2023.

Health Education England Workforce and Education Reform Programme

The RCPod successfully bid for eight HEE Workforce and Education Reform (WFER) Programme projects in 2022. The RCPod Responsible Officer for these projects is Dr Paul Chadwick and the Programme Lead for the delivery of the projects is Joanne Casey, both of the CLE team. The nine projects delivered throughout 2022 and continuing into early 2023, include:

Accreditation of the Foot Health Support Workforce

Joint Project Leads: Dr Helen Branthwaite and Prof Michael Harrison-Blount

AHP 1: Allied Health Professions

Project Officer: Alison Hart

This project has been overseen by a Project Oversight Group and Project Review Group, who have met regularly to inform the development of Standards of Education and Training (SETs) for providers of support workforce programmes; development of accreditation processes for programmes seeking to demonstrate that they meet the SETs and the HEE Standards for the Foot Health Workforce and development of a retrospective approval process for individuals seeking to be accredited. These processes will be implemented in 2023, including the development of an ongoing monitoring and evaluation process for accredited programmes and individuals.

AHP 2: Modernisation and Reform

Project Officer: Molly Chilvers-Smith

External consultant: Dr Emma Cowley (podiatry career framework).

Head of Education and Professional Development: Dr Ben Bullen (undergraduate curriculum).

This project involved extensive stakeholder engagement, including individual discussions and webinars. Thematic analysis of these

discussions lead to the development of a new definition of the 21st century podiatrist as an enhanced generalist with special interests.

AHP 3: Placement Recovery and Expansion

Project Officer: Dr Beverley Durrant

This project has involved considerable stakeholder engagement, which will ultimately lead to the production of a practice-based learning (PBL) framework. This PBL framework is to be learner-focused, with activities relevant to public, private, commercial or voluntary settings. Discussions involving the Head of Education and Professional Development, the Project Officer and the Chair of the Academic Quality Assurance (AQA) Committee have particularly considered the role of simulation. Discussions at the Committee of Education achieved consensus that simulation may contribute to a maximum of 20% of the 1,000 clinical hours mandated during podiatry training programmes.

AHP 4: Retention and Support for Students, the Newly Qualified Workforce and Early Careers

Project Officer: Molly Chilvers-Smith

This project involved stakeholder engagement, including newly qualified podiatrists and podiatry managers. Preceptorship will be supported with materials, case studies and resources to be featured on a new early careers RCPod webpage. Additional training resources for early career podiatrists will also be hosted on the RCPod Teaching and Learning Update System (TALUS).

AHP 5: Return to Practice

Project Officer: Molly Chilvers-Smith

This project involved scoping out existing resources for individuals returning to podiatric practice and stakeholder engagement. A narrated PowerPoint will be created to support RCPod members while navigating HEE resources and RCPod resources have been reviewed.

AHP 6: International Recruitment

Project Officer: Andrea Gledhill

This project involved stakeholder engagement, through webinars, individual conversations and the generation of inspirational case studies. Profession-specific resources will be created and hosted on the RCPod website to support the education, scope of practice and pastoral care of international recruits. A pilot Summer School event, to support Spanish recruits, is also planned for September 2023.

AHP 7: Apprenticeships

Project Officer: Emma Stoneman

This project will ensure that the podiatry workforce and RCPod members have access to a suite of meaningful resources to

support the uptake of apprenticeships. Stakeholder engagement was extensive, including engagement with current apprentices and the experience of harnessing apprenticeship routes for regions and higher education institutions (HEIs). Apprenticeship opportunities explored spanned the foot health workforce, inclusive of support workers.

AHP 8: The Support Workforce

Project Officers: Joanne Casey and Dr Ben Bullen

This project sought to facilitate a cultural shift toward a greater appreciation of the opportunities presented by the podiatry support workforce. This project necessarily involved considerable stakeholder engagement, including individual and team discussions and webinar participation. Future digital professional and CPD opportunities will be mapped to academic levels 3, 4 and 5. Case studies, supportive appraisal proformas and exemplar job descriptions, aligned to the HEE Standards for the Foot Health Workforce, will all be hosted on the RCPod website throughout the delivery phase of this project in 2023.

AHP 9: Professional-Specific Interventions

Project Officer: Andrea Gledhill

This final HEE project necessitated stakeholder engagement and discussions to determine the current state of play, including key members of national wound care, vascular and podiatric surgery teams and a survey of members in independent practice and those in first contact podiatry roles or practising podiatric surgery. The Primary Care Network was engaged, and new members were recruited.

Annual Conference 2022

Following the College's successful re-introduction of a face-to-face annual conference in 2021, the annual conference returned to ACC Liverpool in July 2022. Members accessed 19 hours of CPD activity through a mixture of plenary talks, concurrent sessions, and workshops over three days.

Continuing Professional Development

In 2022, the RCPod further extended its training provision and partnership with eIntegrity, which helps ensure patient safety and clinical effectiveness. In January 2020, we partnered with eIntegrity e-Learning Community Interest Company and renewed this arrangement in 2021. Programmes available through eIntegrity are the same as those accessed within the NHS, inclusive of mandatory training requirements.

Developing Core Updates and a Blended Approach to Learning

The College's Moodle-based, bespoke learning management system, TALUS, continues to be well-received and used. Integration with the RCPod website, via a single sign-on system, allows for considerable functionality, such as video lectures, demonstrations,

tasks and webinars, to create podiatry-specific interactive 'core' updates on practice areas. It also supports the delivery of larger, online and blended programmes, supporting flexible learning approaches. The original, online CPD suite included interactive courses covering care of the older person, record keeping and consent and integrated diabetic foot care. Since this time, the suite has been enhanced and expanded, with additional modules supporting members who have been selected for HCPC CPD audits and those with Fitness to Practice (FTP) concerns.

We also produce webinar content, including a new seminar, entitled managing infection: a new paradigm. The TALUS system also allows us to host online conference content on demand. In 2022, several new core updates have been launched, including the topic of verrucae as an interactive quiz game, a 'do you hear what I hear module' on Doppler insonation and a core local anaesthesia update. Coming in 2023 is a new suite of modules including clinical audit, mentoring, anatomy and medicines.

Enhanced Scope

Foot in Diabetes module (FiDM) events primarily continue as blended learning opportunities, including weekly live, online webinars and a final face-to-face practical, skills-based session. In January and May 2022, these practical sessions were held in London. In the interests of sustainability, through reduced delegate travel requirements, and to benefit the membership, through providing greater flexibility, practical days in 2023 have been and will be offered throughout the UK.

Two FiDM courses were additionally commissioned by individual NHS Trusts in 2022. These iterations were delivered entirely face-to-face, involving a live clinical examination. These events were held in September 2022 in Torbay and the East of England. Face-to-face vascular modules are also proving very popular. In 2022, vascular modules were delivered in Belfast in May, Glasgow in September and Cardiff in November. Trust-commissioned vascular modules were delivered for Nottinghamshire Healthcare NHS Foundation Trust in February, Cambridgeshire and Peterborough NHS Foundation Trust in March and Hertfordshire Partnership NHS Foundation Trust in October 2022.

In Autumn 2021, we provided our first musculoskeletal (MSK) offering, The Basic Principles of Biomechanics, followed by Investigations and Interventions in January 2022. An online iteration of the Musculoskeletal Specialist Practice Module was delivered in April and May of 2022. We were delighted to launch a Skin Surgery Course in 2021. This six-month course combines lectures and cadaveric work and is assessed with an online examination and an Objective Structured Clinical Examination (OSCE), followed by mentoring in practice. A subsequent iteration of the Skin Surgery Course commenced in June 2022. Several students from 2021 have now completed this course and are insured to practice these clinical procedures.

Targeted Projects

Musculoskeletal (MSK)

Our work in specific clinical areas in 2022 included developing and progressing Musculoskeletal (MSK) podiatry initiatives and workstreams under the supervision of the Clinical Director, to the benefit of the organisation, its members, and key strategic partners. The MSK project started in 2019 and continues. Two days per month of clinical secondment time resource the project. Dr Helen Branthwaite leads this work, developing a good relationship with the Arthritis Musculoskeletal Alliance. Dr Branthwaite also secured access to the HEE Best MSK health stream. This directly feeds into members about the project, promoting the best form of service provision for MSK health. The team have also been working with external charities, with lectures being prepared for Arthritis Action. The MSK capability framework was originally launched in October 2021 and has been positively received. This framework is complemented by MSK CPD modules we have developed including:

- Level 5 of practice, Principles of Biomechanics, 20 CPD points.
- Level 6 of practice, Specialities in Musculoskeletal Podiatry, 10 CPD points.
- Level 6 of practice, Investigations and Interventions Musculoskeletal Podiatry, 20 CPD points.

Professional Registration

In 2012, we received a licence from the Science Council to award Chartered Scientist (CSci) status. In 2021, we achieved permission to confer Registered Scientist (RSci) status and Registered Science Technician (RSciTech) status on those members who make a successful application. Professional registration with the Science Council provides independent recognition of a practitioner's professional achievements. It is confirmation that the practitioner maintains the exacting standards required to join the global community of professional scientists. It also allows practitioners to maintain their fitness to practice by adhering to the Science Council's rules and regulations and the HCPC's standards of practice. In 2022, RCPod and The Science Council approved Miss Shannon Clark as the first podiatrist recipient of the Registered Scientist (RSci) award.

Medicines and Medical Devices

There was a considerable amount of activity regarding medicines and medical devices in 2022. A redesigned data collection tool, PASCOM; continues to be used to collate data on MSK incidence and practice. We have also worked with NHS England and NHS Improvement (NHSE/I) and with the Commission on Human Medicines (CHM) on access to controlled drugs for podiatry; this work continues. We continue to share information with members via all College communication channels. The College completed its biannual review of its nail surgery guidelines, publishing version 6 of this guidance in July 2022. The College also worked hard with the Medicines Health Regulatory Agency and

the Patient Safety Advisory Board on the change of practice related to the withdrawal of phenol in multi-use bottles. The College has also worked with the Royal Pharmaceutical Society to update the prescribing guidance and access to medicines for podiatrists. There is ongoing work related to prescribing in advanced and consultant roles to ensure the legislation keeps pace with the expanding scope of practice.

Journal of Foot and Ankle Research (JFAR)

The Journal of Foot and Ankle Research (JFAR) is the official journal of the RCPod and the Australian Podiatry Association. This open-access journal encompasses all aspects of policy, organisation, delivery and clinical practice related to the assessment, diagnosis, prevention and management of foot and ankle disorders.

Open-access publishing ensures free online access to academic publications, without the paywalls associated with traditional subscription models. Open-access publishing increases the visibility of academic research results, however, is associated with increased publication fees. Our members continue to enjoy a fee waiver for such a article processing charges.

Academic journals, such as JFAR, receive an Impact Factor. This index is calculated by Clarivate, reflecting the mean number of article citations over the previous two-year period. The Impact Factor for JFAR has steadily increased over time, from 1.598 in 2019 to 2.303 in 2020. The journal's 2021 Impact Factor was released in 2022, increasing substantially again to 3.050. The five-year Impact Factor for this journal is 2.979. The journal is now in the second quartile of the Orthopaedics JCR category and is ranked 32nd out of 86 journals (previously 44th out of 82 journals). The CiteScore has also increased to 4.1 in 2021, from 3.2 in 2020. Social media activity was strong in 2022, with the total number of mentions increasing from 1,082 in 2021 to 1,602 in 2022. Notably, the number of times the journal was mentioned in news stories increased from 46 to 214.

In 2022, the *Journal of Foot and Ankle Research* received 231 submissions, a decrease of 4.5% from 242 in 2021 but a slight increase on 229 submissions in 2020. Australia and the UK remain the top published countries in the journal. The journal accepted 88 articles in 2022, a 44% increase up from 61 in 2021. The acceptance rate in 2022 was 36%, compared to 26% in 2021. The average time from submission to first decision was 45 days in 2022, which is an increase of 14 days, compared to 2021. The average time from submission to acceptance increased by 28% to 140 days. This may be attributed to difficulties finding suitable reviewers. Production turnaround times have improved in 2022, compared to 2021, averaging 16 days from receipt to publication. Articles in the journal were accessed 940,221 times during 2022, compared to 867,991 times during 2020; an 8% increase. The top-cited articles published in 2022 were the Australian guideline papers on diabetes-related foot disease, including "Australian guideline on wound healing interventions to enhance healing of foot ulcers: part of the

2021 Australian evidence-based guidelines for diabetes-related foot disease”, which has over 6,000 accesses and seven citations.

Royal College of Podiatry archive

The Centre for the History of Podiatric Medicine (CHoPM) has an archive of journals that go back to the year 1913 and has catalogued almost 2,000 items to date. Items are conserved and scanned when appropriate. In addition to the journal archive, CHoPM collates and lists information on the history of the RCPod. This work involves pulling together anecdotes and visuals charting the history of the profession, printing articles based on the archives in the RCPod magazine, The Podiatrist, and exhibiting archive content at RCPod conferences.

Undergraduate education

The CLE team continue to meet with programme leads regularly. We liaised with the necessary regulatory and statutory bodies to sustain programmes and returned to face-to-face accreditation visits in 2022, with a minority conducted virtually. In 2022, we visited the University of Brighton, Cardiff Metropolitan University, New College Durham and University of Salford. HEIs have undertaken a significant amount of work to ensure that they can continue to provide a blended approach to theoretical learning and clinical placements. We have continued to liaise with arms-length bodies, the Council of Deans for Health and the HCPC in the developments relating to a new model of programme approval.

Apprenticeship agenda

The apprenticeship agenda has made consistent progress over the past year. There are currently five approved providers for the BSc (Hons) podiatry degree-apprenticeship route spread out across England. These providers are the University of Brighton, University of East London, University of Huddersfield, University of Plymouth and University of Salford. BSc (Hons) podiatry degree apprenticeships have grown significantly since the first cohort of five students in 2019. In 2020, this figure swelled to 24, representing a 380% growth rate. 2021 saw a modest 17% growth rate, increasing to 28 students. In 2022, this figure grew considerably to 54, representing a 93% growth rate. The majority of these apprenticeships are still offered within NHS settings with 21% of apprentices working in independent practice.

The University of Plymouth also offers a Pre-registration Masters route. We have also worked to adapt the Advanced Clinical Practitioner (ACP) MSc route at a postgraduate level to deliver podiatric surgery training through the apprenticeship route at the University of Huddersfield. Further work is ongoing to develop support workforce routes, Support workforce – Healthcare Support Worker (Level 3) and Apprenticeship and Support workforce – Assistant Practitioner (Level 5). An additional Enhanced Practice – Podiatry (level 6)

Apprenticeship is also planned to sit beneath the ACP routes. These will be available from 2024 onwards.

Leadership Programme

This year saw a further 16 RCPod members undertake the Leadership programme, sponsored by Molnlycke. The 3-month programme took place over the summer where delegates were offered project development support from Real Health Care Solutions in partnership with RCPod. The 16 early career leaders on completion of the course have joined the other 2 cohorts in the Leadership Alumni.

Assistant Practice

The RCPod level 3 training programme currently has 150 trainees embarked on the course. This year we saw a new concurrent session designed to offer CPD to the support workforce in their awareness of vascular disease and screening. This was run by the newly formed Vascular Specialist Advisory Group. Those associate members who have completed the RCPod course, have been offered online CPD via quarterly webinars to support their development. Those undertaking the training programme are offered pastoral support for themselves and their supervisor.

Financial Review

Financial statements

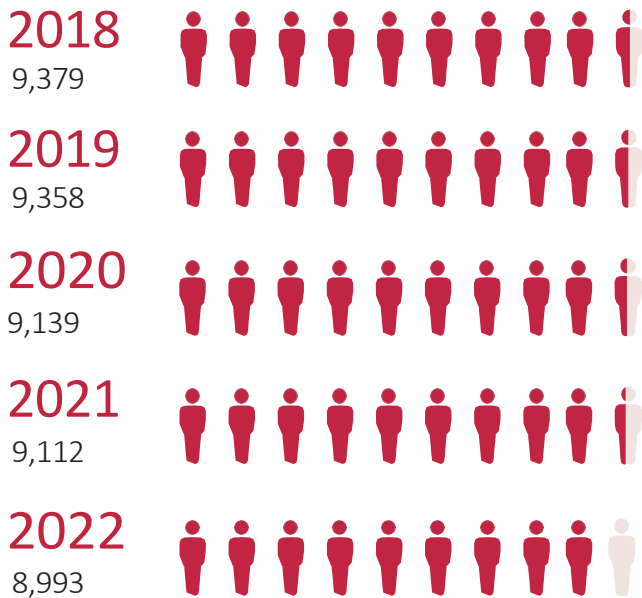
The Council of The Royal College presents its report and financial statements for the year ended 31 December 2022. The College's primary financial statements are on pages 17-20.

Financial results the Royal College of Podiatry

Income

Total income for the year amounted to £4.641m (2021: £4.640m). This is an increase of just £700 compared to 2021 (hidden by rounding), however, within income there have been significant changes to individual income streams. Membership Services income has decreased by £324,000, largely due to the membership fees for surgeons no longer including the provision for insurance and a reduction in numbers by 119. Clinical Education income has seen an increase of £330,000 on last year due to more courses delivered and funding of £200,000 received for the HEE project. External Affairs and Member Magazine income has increased by £19,000. Conference income has increased by £4,000 and finally, Commercial income has reduced by £28,000 on last year.

Total Membership (excluding retired and student members)



Expenditure

Total operating expenditure for the year was £4.952m (2021: £4.419m) resulting in an increase of £533,000 on last year. In 2021 activities and events were suppressed due to COVID-19 and this resulted in lower expenditure. Expenditure for 2022 is still slightly less than pre-COVID-19 levels which were £5.091m in 2019. The College has seen an increase in staff costs of £336,000 on last year, of this £163,000 relates to staff funded by the HEE project and £110,000 for termination costs, the remaining increase relates

to an increase in staff numbers (2.20 in full-time equivalents) and pay increases.

Clinical and Educational costs have increased by £113,000 on last year, which supports the increase in Clinical and Educational income excluding the HEE element. Conference expenditure has decreased by £77,000 on last year, resulting in a net surplus generated by the conference of £59,000, which compares to a loss of £22,000 for 2021. Corporate expenditure has increased by £164,000, this is largely due to an increase in office running costs of £114,000 due to reopening of the office post COVID-19 and an increase in irrecoverable VAT of £54,000.

Central Branch expenditure has decreased by £23,000 as a result of the higher amount of income generated locally by branch operating activities, £198,000 in 2022 and £85,000 in 2021.

The Royal College branches reported a combined opening cash balance of £397,000 in January 2022. During the year, the branches generated £198,000 of income and incurred £200,000 of expenditure, resulting in a cash balance of £395,000 as at 31 December 2022.

The overall financial performance of The Royal College in 2022 after tax, is a deficit of £307,000 (2021: a surplus of £230,000). The balance sheet total net assets for 2022 is £4.614m (2021: £4.921m), a decrease to the balance sheet of £307,000.

S.W.Webster

Steve Webster

Interim Director of Finance and Corporate Services

Report of Council

Liability insurance

Insurance for liabilities (neglect, error and omissions) incurred by the members of Council in carrying out their duties has been and will be, maintained by The College. All members of Council were, and will continue to be, insured in respect of actions for defamation while acting within the scope of their duties as members of Council.

Qualifying third party indemnity provision

A qualifying third-party indemnity provision is in force in The College's Articles of Association for the benefit of one or more of the Directors of the College and was in force during the financial year to which this report relates.

Arch Support

The Royal College of Podiatry is the sole member of Arch Support, a charitable incorporated organisation registered in England and Wales with registered number 1193688.

The College of Podiatry Trust

The Royal College of Podiatry is the sole Member under the Companies Act 2006 of The College of Podiatry Trust, a company limited by guarantee, number 2836276; a charity registered in England and Wales, registered number 1145855; and a charity registered in Scotland, registered number SC043965.

Risk management

The Directors have instituted procedures and processes to identify, examine and monitor the major strategic, business and operational risks and uncertainties that the College faces, such as pandemics, as noted in the going concern section below. The necessary systems have been established to enable regular reports to be produced to them to ensure that action is taken to mitigate the effect of the identified risks.

Examples of risks identified and for which mitigation plans are in place include loss of operational use of the College's premises for an extended period; disruption to business-critical ICT systems and equipment; a sudden and significant decline in subscribing members; major health pandemics and adverse changes in government policy relating to the Allied Health sector and/or the wider health economy.

Directors' responsibilities

Company law requires the members of the Council, as the Directors of the College to prepare financial statements for each financial year which give a true and fair view of the College's state of affairs alongside the surplus or deficit of the

College for that period. The accounts are prepared under the Generally Accepted Accounting Policy in the United Kingdom (UK GAAP).

In preparing those financial statements, the Directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the organisation's website. Legislation in the United Kingdom, governing the preparation and dissemination of financial statements, may differ from legislation in other jurisdictions.

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

So far as each of the Directors is aware, there is no relevant audit information of which the company's auditors are unaware, the Directors have each taken all the steps that they ought to have taken as Directors to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Going concern

The Members of Council, as Directors of the College, have set out above a review of financial performance and the College's reserves position. In their view, the College has adequate financial resources and Council remains well placed to manage business risks including potential increases in expenditure due to the continuation of high inflation.

The College continues to grow its social media presence and improve the perception of podiatry, alongside our five-year commercial strategy that has seen an increase in product endorsements and partnership working. Council's planning process, including financial projections, has taken into consideration the current social and economic climate and its potential impact on the various sources of income and planned expenditure.

Council has a reasonable expectation that the College has adequate resources to continue in operational existence for the twelve months from the accounts being signed off. The Members of Council believe there are no material uncertainties that call into doubt the College's ability to continue, as healthcare is always going to be required in the form of podiatry, albeit in a slightly different way post pandemic.

The College has prepared cash flow projections based on forecasts for the years 2024 and 2025 using realistic and prudent assumptions. These forecasts show that the College has sufficient funds for at least the next 12 months after signing the accounts. The accounts have been prepared therefore on the basis that the College is a going concern.

Auditors

RSM UK Audit LLP is deemed to be re-appointed under section 487(2) of the Companies Act 2006. In the preparation of this report, advantage has been taken of the small company's exemption under Section 415A of the Companies Act 2006.

Approved and authorised by Council on 06 July 2023 and signed on its behalf by:



Michelle Scott Chairman



Richard Leigh Member of Council



Paul Chadwick Interim Chief Executive

Independent Auditor's Report

to the Members of the Royal College of Podiatry

Opinion

We have audited the financial statements of The Royal College of Podiatry (the 'company') for the year ended 31 December 2022 which comprise the Income and Expenditure Accounts, Balance Sheet, Statement of Changes in Funds, Cashflow Statement, and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 company's affairs as at 31 December 2022 and of its loss for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- 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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the 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 we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate. Our evaluation of the directors' assessment of the company's ability to continue to adopt the going concern basis of accounting included review of forecasts prepared by management and post year end performance of the entity.

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

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

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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 course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' 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 directors' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or

Responsibilities of Directors

As explained more fully in the directors' responsibilities statement set out on page 01, the trustees 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 directors 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 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 directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's 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 an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities are instances of non-compliance with laws and regulations. The objectives of our audit are to obtain sufficient appropriate audit evidence regarding compliance with laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements, to perform audit procedures to help identify instances of non-compliance with other laws and regulations that may have a material effect on the financial statements, and to respond appropriately to identified or suspected non-compliance with laws and regulations identified during the audit.

In relation to fraud, the objectives of our audit are to identify and assess the risk of material misstatement of the financial statements due to fraud, to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud through designing and implementing appropriate responses and to respond appropriately to fraud or suspected fraud identified during the audit.

However, it is the primary responsibility of management, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations and for the prevention and detection of fraud.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud, the audit engagement team:

- obtained an understanding of the nature of the industry and sector, including the legal and regulatory framework that the company operates in and how the company is complying with the legal and regulatory framework;
- inquired of management, and those charged with governance, about their own identification and assessment of the risks of irregularities, including any known actual, suspected or alleged instances of fraud;
- discussed matters about non-compliance with laws and regulations and how fraud might occur including assessment of how and where the financial statements may be susceptible to fraud.

As a result of these procedures we consider the most significant laws and regulations that have a direct impact on the financial statements is GDPR legislation. During the course of the audit we did not identify any breach of GDPR legislation.

The most significant laws and regulations that have an indirect impact on the financial statements are those in relation to the

Care Act 2014. We performed audit procedures to inquire of management whether the charitable company is in compliance with these law and regulations and inspected correspondence with regulatory authorities.

The audit engagement team identified the risk of management override of controls as the area where the financial statements were most susceptible to material misstatement due to fraud. Audit procedures performed included but were not limited to testing manual journal entries and other adjustments and evaluating the business rationale in relation to significant, unusual transactions and transactions entered into outside the normal course of business, challenging judgments and estimates applied. A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at:

<http://www.frc.org.uk/auditorsresponsibilities>

This description forms part of our auditor's report.

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 an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

RSM UK Audit LLP

Nicholas Sladden (Senior Statutory Auditor)

RSM UK Audit LLP, Statutory Auditor

Chartered Accountants

25 Farringdon Street

London

EC4A 4AB

14 July 2023

Income and Expenditure Account

Year ended 31 December 2022

	Notes	2022		2021	
		£	£	£	£
Income					
Membership Services including subscriptions			3,734,076		4,057,868
Clinical Educational			441,621		111,419
External Affairs and Member Magazine			91,934		73,019
Conference activity	3		313,843		310,243
Commercial activity			60,023		88,238
			4,641,497		4,640,788
Expenditure					
Staff and associated costs	6	2,023,272		1,775,674	
Health Education England (HEE) - staff costs		117,043		28,293	
Membership Services and Trade Union	10	1,226,171		1,214,015	
Clinical and Educational cost		279,567		166,538	
External Affairs and Member Magazine		304,736		297,065	
Conference expenditure	3	255,098		332,556	
Corporate Expenditure	11	726,374		562,009	
Branch Expenditure		19,262		42,615	
			4,951,523		4,418,765
Operating (Deficit)/Surplus			(310,026)		222,023
Investment income			3,103		5,748
(Deficit)/Surplus before taxation			(306,923)		227,771
Corporation tax			-		2,583
Net (Deficit)/Surplus for the year			(306,923)		230,354

Balance Sheet

As at 31 December 2022

	Notes	2022		2021	
		£	£	£	£
Fixed Assets					
Tangible assets	13	2,368,506		2,449,582	
Investments	14	120		120	
			2,368,626		2,449,702
Current Assets					
Debtors	15	600,507		676,537	
Cash on deposit in relation to Captive Insurance		2,369,536		1,261,332	
Cash on deposit with National Savings		507,963		4,862	
Cash at bank and in hand		1,158,786		2,261,717	
		4,636,792		4,204,448	
Creditors					
Amounts falling due within one year	16	1,194,631		696,063	
Provisions for liabilities and charges	17	1,197,052		1,037,430	
		2,391,683		1,733,493	
Net Current Assets			2,245,109		2,470,956
Net assets			4,613,735		4,920,658
Funds					
Accumulated fund			179,192		496,324
Fixed asset fund			2,368,506		2,449,582
Reserve fund			1,671,015		1,577,663
Branch financing fund			395,022		397,088
			4,613,735		4,920,658


These accounts have been prepared in accordance with the provisions of the small companies' regime within part 15 of the Companies Act 2006. Approved and authorised by Council on 06 July 2023 and signed on its behalf by:



Michelle Scott Chairman



Paul Chadwick Interim Chief Executive



Richard Leigh Member of Council

The notes on pages 21 to 28 form part of the accounts.

Statement of Changes in Funds

For the year to 31 December 2022

	Accumulated fund £	Fixed asset fund £	Reserve fund £	Branch fund £	Total £
Balance at 1 January 2022	496,325	2,449,582	1,577,663	397,088	4,920,658
Period ended 31 December 2022					
Transfers	-	-	-	-	-
(Deficit)/surplus of income for the year	(306,923)	-	-	-	(306,923)
Transfer to/(from) under Article 70	(10,210)	(81,076)	93,352	(2,066)	-
Balance at 31 December 2022	179,192	2,368,506	1,671,015	395,022	4,613,735

Accumulated fund

Cumulative income and expenditure net of transfers to other reserves.

Fixed asset fund

The fixed asset fund is aligned to the reported value of the net book value of the underlying assets as shown in note 13.

Reserve fund

Under Article 70 of the College's Articles of Association, Council must keep a Reserve fund, and so a transfer of £93,352 was made (2021: £101,447) being 2.5 per cent of the College's income.

Branch fund

The branch financing fund represents the balances held by the Branches.

Statement of Cash Flows

For the year to 31 December 2022

	Notes	2022 £	2021 £
Cash flows used in operating activities	20	505,271	7,745
Taxation		-	2,583
Net cash from operating activities		505,271	10,328
Cash generated used in investing activities:			
Dividends received		3,103	5,748
Purchase of tangible fixed assets		-	(19,371)
Net cash generated from/(used in) investing activities		3,103	(13,623)
Increase/(decrease) in cash		508,374	(3,295)
Cash and cash equivalents brought forward		3,527,911	3,531,208
Cash and cash equivalents carried forward		4,036,285	3,527,911

Notes to the Accounts

Year ended 31 December 2022

1 ACCOUNTING POLICIES

Company information

The Royal College of Podiatry is a private company limited by guarantee and incorporated in England and Wales. The registered office is Quartz House, 207 Providence Square, Mill Street, London SE1 2EW.

The company's principal activities are disclosed in the Directors' Report.

Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the requirements of the Companies Act 2006. The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £. The company constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared on the historical cost convention. The principal accounting policies are set out below.

Going concern

At the time of approving the financial statements, the directors had a reasonable expectation that the company had adequate resources to continue in operational existence for the foreseeable future on the basis of the forecasts and budgets prepared for 2023 and 2024 as outlined in the Directors' Report. Thus the directors continue to adopt the going concern basis of accounting in preparing the financial statements.

Consolidation

The College of Podiatry is exempt from the requirements to prepare group accounts by virtue of section 405(2) of the Companies Act 2006. These financial statements therefore present information about the College as an individual undertaking and not about its group. In the opinion of the Trustees the income and net assets of Arch Support and The College of Podiatry Trust are not material in the context of these accounts and therefore consolidated accounts have not been prepared. Details of these subsidiaries are given in note 21.

a) Membership subscriptions

Membership subscriptions are stated at the amount received for the year of membership.

b) Depreciation and Amortisation

Depreciation is provided on all tangible fixed assets above £1,000 in value to write off the cost, less estimated residual value of each asset over its expected useful life. Amortisation is provided on all intangible assets above £10,000 in value to spread the cost over that asset's useful life. The estimated useful lives are as follows:

Land	Nil	Computers and furniture	4 years
Leasehold buildings	50 years	Website	5 years

c) Investments

Investments are held at cost as the Directors do not feel any movement in these investments (to reflect fair value) would be significant to the financial statements.

d) Branches

Branch results are included in these accounts by recognising within income the amount raised locally by branches netted against the balance of expenditure incurred locally in running branch programmes not otherwise covered by centrally allocated funding. In 2022, the branches reported a combined opening balance of £397,088 (2021: £416,188). During the year the branches expenditure totalled £199,628 (2021: £106,784), of that, £Nil (2021: £3,000) came from centrally allocated funds and £197,561 (2021: £84,685) from the branch operational activity. The branches balance as at 31 December 2022 was £395,022.

e) Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less. The cash held on the balance sheet detailed as being held 'in relation to the captive insurance' is not available for use by The College.

Notes to the Accounts (continued)

Year ended 31 December 2022

f) Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' of FRS 102 to all of its financial instruments. Financial instruments are recognised when the company becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

g) Basic financial assets

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at cost unless the arrangement transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method constitutes a financing transaction, where the financial asset is measured at the present value of the future receipts discounted at a market rate of interest.

h) Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

i) Basic financial liabilities

Basic financial liabilities, including trade and other payables, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest.

j) Termination benefits

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

k) Leases

Leasing agreements that do not transfer to the company substantially all of the risks and rewards incidental to ownership are classified as 'operating leases' and the annual rentals are charged to profit and loss on a straight-line basis over the lease term.

l) Captive insurance scheme

The College self-insures potential insurance claims through a captive insurance scheme. It has invested in 2 redeemable preference shares in its own cell of a protected cell company and has de facto control of the assets and liabilities of the cell. The College accounts for the cell as an intermediate payment arrangement, recording the assets and liabilities, expenses and any investment income of its cell as its own, and payments made into the scheme are eliminated. Cash held by the scheme is separately identified in the balance sheet. There is a small amount of prepayments and accrued interest in relation to the scheme within debtors. The scheme uses these assets as required in order to fulfil the members' insurance. The scheme prepares separate accounts and the related liabilities of the scheme at the balance sheet date are shown in note 18 and provisions in relation to the scheme are shown in note 19. The net expense of the scheme can be seen in the captive insurance scheme expense in the income and expenditure account.

m) Provisions

The College provides for the estimated liability that it expects to be required to settle arising from claims that have been reported but not settled. The estimated liability is discounted where the effect of the time value of money is material. When evaluating the impact of these unsettled claims, the Directors take advice from the Captive Insurance Scheme providers who take into account the probability of success of any such claims. The College also considers the likelihood of potential claims being received in the future in respect of work completed by the members before 31 December 2022 – i.e. incurred but not reported. Provision is made for such potential claims, where material, taking into account historical data regarding the likelihood of a claim being received and average cost per case. The estimate of these provisions, by their nature, is judgmental.

n) Taxation

The corporation tax liability is calculated using the prevailing tax rate covering the accounting period. The taxation position of the company is similar to that of other not-for-profit organisations. Tax is payable on interest received, chargeable gains and on those parts of the surplus which arise from trading, less any deficits arising.

Notes to the Accounts (continued)

Year ended 31 December 2022

2 JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

In the application of the company's accounting policies, the Directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods. The estimates and assumptions which have significant risk of causing a material adjustment to the carrying amount of assets and liabilities are outlined below.

Insurance provisions

The provisions detailed in note 1.(m) above are estimates provided by Mangrove Insurance Brokers based on their knowledge of similar claims.

3 ANNUAL CONFERENCES (digital and in person)

The Annual Conference was managed by Profile Productions Ltd ('the conference organiser') on behalf of The College. The Annual Conference produced a net surplus of £58,745 (2021: £22,313 net deficit).

	2022 £	2021 £
Income from the Annual Conference	313,843	310,243
Expenditure from the Annual Conference	(255,098)	(332,556)
	58,745	(22,313)
	58,745	(22,313)

4 OPERATING (DEFICIT)/SURPLUS

	2022 £	2021 £
Operating (Deficit)/Surplus for the year is stated after charging:		
Depreciation	81,076	78,215

5 AUDITOR'S REMMUNERATION

	2022 £	2021 £
Fees payable to the company's auditors and its associates		
For audit services		
Audit of the company's financial statements	31,850	28,000
For other services		
Tax compliance services	10,900	4,000
All other non-audit services	1,675	56
	44,425	32,056

Notes to the Accounts (continued)

Year ended 31 December 2022

6 STAFFING

	2022	2021
	£	£
Wages and salaries	1,626,269	1,455,650
Termination costs	109,795	-
Social Security costs	201,889	164,803
Pension costs	129,196	117,526
Total staff costs*	2,067,149	1,737,979
*Includes staff costs for Health Education England (HEE) (2021: Office for Students)	117,043	28,293
Staff advertising and fees	1,826	275
Temporary staff	12,932	30,593
Secondment	32,651	4,338
Staff training and staff welfare	25,757	30,782
	2,140,315	1,803,967

7 STAFFING

	2022	2021
Average number of staff	37	33
Of which includes HEE project staff (2021: Office for Students)	5	3
The average number of employees employed within the following categories:		
Services to members	29	22
Support staff	8	11
Number of full-time equivalents	32.89	30.69
Number of full-time equivalents employed within the following categories:		
Services to members	25.09	21.88
Support staff	7.80	8.81

8 REMUNERATION OF KEY MANAGEMENT PERSONNEL

	2022	2021
	£	£
Gross salary	340,172	351,378
Employer's National Insurance contributions	48,835	43,613
Employer Pension	29,379	28,110
	418,386	423,101

Notes to the Accounts (continued)

Year ended 31 December 2022

9 PENSION COMMITMENTS

The College operates a defined contribution scheme. The assets of the scheme are held separately from those of the College in an independently administered fund. Contributions to the scheme are charged to the income and expenditure account.

10 MEMBERSHIP SERVICES AND TRADE UNION

	2022	2021
	£	£
Membership services including insurance	1,061,754	1,112,686
Trade Union direct expenditure	151,431	95,328
Other employment relations and professional support	12,986	6,076
	1,226,171	1,214,090

11 CORPORATE EXPENDITURE

	2022	2021
	£	£
Council costs	83,549	101,519
Corporate Governance and AGM	45,508	50,832
CEO office and HR	15,556	11,901
Commercial activity including annual awards	5,618	19,198
Rent and rates for building occupancy	55,096	66,940
Office running costs including information technology and insurance	230,993	117,081
Depreciation costs on building, information technology, and furniture	81,076	78,215
Professional fees and consultancy	75,612	62,273
Audit fees	31,850	28,000
Taxation services	12,575	4,056
Irrecoverable VAT	74,950	21,113
Bank charges	4,926	4,607
Provision for bad debts	9,065	(3,726)
	726,374	562,009

12 TAXATION

The total tax charged included in the Income and Expenditure Account was tax payable on identified trading activities in the financial year 2022, calculated separately for corporation tax return.

Notes to the Accounts (continued)

Year ended 31 December 2022

13 FIXED ASSETS

	Leasehold property £	Computers and furniture £	Intangible assets £	Total £
Cost				
1 January 2022	2,652,140	716,376	434,069	3,802,585
Additions in the year	-	-	-	-
31 December 2022	2,652,140	716,376	434,069	3,802,585
Depreciation				
1 January 2022	318,258	715,361	319,383	1,353,003
Charge for the year	53,043	455	27,578	81,076
31 December 2022	371,301	715,816	346,961	1,434,079
Net book value				
31 December 2022	2,280,839	560	87,108	2,368,506
31 December 2021	2,333,882	1,015	114,686	2,449,582

14 INVESTMENTS

The College holds 40 Ordinary Shares in Unity Trust Bank plc at a cost of £120 (2021: £120).

15 DEBTORS

	2022 £	2021 £
Trade debtors	27,945	13,581
VAT refund	20,566	-
Conference Debtors	4,740	-
Sundry debtors and prepayments	547,256	662,956
	600,507	676,537

Notes to the Accounts (continued)

Year ended 31 December 2022

16 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	287,818	130,446
Taxation and Social Security	58,946	47,763
VAT owed	-	13,086
Other Creditors - Projects	24,082	24,081
The College of Podiatry Trust	520	440
Insurance Scheme Creditors	69,850	69,850
Conference Creditors	-	22,860
Accruals and deferred income	742,057	385,095
Pension	11,358	2,882
	1,194,631	696,503

17 PROVISIONS FOR LIABILITIES AND CHARGES

	2022	2021
	£	£
The College's captive insurance scheme has provisions for claims as follows:		
Provisions for claims reported	683,953	568,934
Incurred but not reported provision	513,099	468,496
	1,197,052	1,037,430

The College has unearned premium reserves of £373,542 that relate to 2023 financial activity, not incorporated into these figures, as they belong in the 2023 expenditure reports.

18 OPERATING LEASE

The College does not hold any operating leases.

19 RELATED PARTY TRANSACTIONS

The College by way of formal agreement, makes a payment to the Chairman's employers by way of compensation for loss of time devoted to College business. In the case of the current chairman Michelle Scott the "related party" transactions amounted to a total of £30,000 for 2022 (2021: £20,000 for Matthew Fitzpatrick and £12,500 for Michelle Scott). In addition £8,000 was paid to Michelle Scott and is repayable by the end of her term as Chairman in June 2024.

No members of Council were remunerated during the current or previous year apart from the transactions mentioned above. The only other related party transactions were between the two subsidiaries:

Arch Support

Arch Support, a charity registered in England and Wales, number 1193688. The net movement on the fund was a decrease of £148,189 (2021: Increase of £131,436) giving total reserves of £1,430,480 (2021: £1,578,669).

The trustees of the Arch Support are appointed by Council, and include four Directors of The College. All management, legal, and out of pocket expenses are paid for from the Arch Support Fund.

The College of Podiatry Trust

The College of Podiatry Trust, a charity registered in England and Wales, number 1145855, Scotland, number SCO43965, and a company limited by guarantee, number 02836276.

The College of Podiatry is the sole member under the Companies Act 2006 of the College of Podiatry Trust. There was no financial support in 2022 due to no activity taking place within the charity. This is a result of postponing the overseas educational project plans due to the COVID-19 travel restrictions. The previous year the funding transferred to the charity was also zero due to re-structuring the organisational priorities.

Notes to the Accounts (continued)

Year ended 31 December 2022

20 CASH GENERATED FROM OPERATING ACTIVITIES

	2022	2021
	£	£
Deficit for the year after tax	(306,923)	230,354
Depreciation	81,076	78,215
Dividends	(3,103)	(5,748)
Corporation tax	-	(2,583)
Decrease/(Increase) in receivables	76,471	(316,652)
Increase/(Decrease) in current liabilities	498,128	(125,428)
Increase in provisions	159,622	149,587
Cash generated from operations	505,271	7,745

21 COMPANY LIMITED BY GUARANTEE

The College of Podiatry Trust is a company limited by guarantee, the guarantors being every member of The College of Podiatry Trust, whose liability is limited to one pound.

Notes

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Membership audit certificate

made in accordance with section 24ZD of the Trade Union and Labour Relations (Consolidation) Act 1992

(See notes 97 to 103)

At the end of the reportign period proceding the one to which this audit relates was the total membership of the trade union greater than 10,000?

No

If "YES" please complete SECTION ONE below or provide the equivalent information on a separate document to be submitted with the completed AR21

If "NO" please complete SECTION TWO below or provide the equivalent information on a separate document to be submitted with the completed AR21

Membership audit certificate

Section one

For a trade union with more than 10,000 members, required by section 24ZB of the 1992 Act to appoint an independent assurer

- 1 In the opinion of the assurer appointed by the trade union was the union's system for compiling and maintaining its register of the names and addresses of its members satisfactory to secure, so far as is reasonably practicable, that the entries in its register were accurate and up-to-date throughout the reporting period?

Yes / No

- 2 In the opinion of the assurer has he/she obtained the inforamation and explanations necessary for the performance of his/her functions?

Yes / No

If the answer to **either** questions 1 or 2 above is "NO" the assurer must:

- (a) set out below the assurer's reasons for stating that
- (b) provide a description of the information or explanation requested or required which has not been obtained
- (c) state whether the assurer required that information or those explanations from the union's officers, or officers of any of its branches or sections under section 24ZE of the 1992 Act
- (d) send a copy of this certificate to the Certification Officer as soon as is reasonably practicable after it is provided to the union.

Membership audit certificate (continued)

Signature of assurer	
Name	
Address	
Date	
Contact name and telephone number	

Membership audit certificate

Section two

For a trade union with no **more than 10,000 members** at the end of the reporting period preceding the one to which this audit relates.

To the best of your knowledge and belief has the trade union during this reporting period complied with its duty to compile and maintain a register of the names and addresses of its members and secured, so far as is reasonably practicable, that the entries in the register are accurate and up-to-date?

Yes

If "No" Please explain below:

[Large greyed-out area for explanation]

Signature	L. Rawn
Name	Lidia Rawn
Office held	Senior Financial Accountant
Date	10/06/2022