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The SOCIETY of  
CHIROPODISTS  
& PODIATRISTS



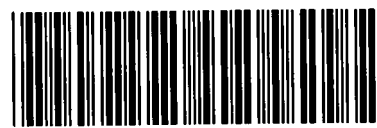
The COLLEGE  
of PODIATRY

# Annual Report and Accounts

# 2017

The College of Podiatry

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**The SOCIETY of  
CHIROPODISTS  
& PODIATRISTS**

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The Society of Chiropodists and Podiatrists

# The College of Podiatry

## Administrative Information

**Registered charity number in England and Wales**  
1145855

**Registered charity number in Scotland**  
SC043965

**Registered company number**  
2836276

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

**Company Secretary**  
Steve Jamieson  
Quartz House, 207 Providence Square  
Mill Street, London SE1 2EW

**Professional advisers**  
The charity's principal professional advisers include the following:

**Bankers**  
Unity Trust Bank PLC  
Nine Brindleyplace, Birmingham B1 2HB

**Independent auditors**  
RSM UK Audit LLP  
25 Farringdon Street, London EC4A 4AB

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

## The Objects of The College of Podiatry

The Objects for which the College is established are for the public benefit:

- the advancement of health in particular but not limited to the prevention and treatment of diseases and conditions of the foot and associated structures;
- the advancement of research and education of the public in the art and science of podiatric health relating in particular but not limited to the prevention and the treatment of diseases and conditions of the foot and associated structures;
- the advancement of education, training and scholarly activity for podiatrists with a view to raising standards of podiatry for the benefit of the public;
- the relief of poverty; and
- the furtherance of such other exclusively charitable purposes according to the law of England and Wales as the Trustees in their absolute discretion from time to time determine.

## The Board of Trustees

**The Trustees who served during the period were:**

**Debbie Delves** MSc DPodM FFPM RCPS (Glasg) FCPM MChS (Chairman)

**Professor Stuart Baird** BSc (Hons) DPodM CertEd FFPM RCPS (Glasg) FCPM MChS

**Hans Bakker**

**Dr Alan Borthwick** PhD MSc CSci FCPM FFPM RCPS (Glasg) (resigned 01/07/17)

**George Dunn** BSc (Hons) DPodM MChS FFPM RCPS (Glasg) (appointed 01/07/17)

**David Dunning** MSc DPodM PgCert Sports Pod FFPM RCPS (Glasg) FCPM MChS (resigned 01/07/17)

**Matthew Fitzpatrick** MSc FCPM FRSPH FFPM RCPS (Glasg)

**Graham Howell** DPodM FCPodS MChS (resigned 01/07/17)

**Jeremy Marsh** BSc (Hons) DipPFS MBA FRSA (resigned 01/07/17)

**Dr Christopher Morriss-Roberts** PhD BSc (Hons) FCPM MChS (appointed 01/07/17)

**Michael O'Neill** MVO DPodM FCPodS MChS

**Robert Peat** MChS (appointed 01/07/17)

**Michael Potter** BA MSc DPodM MChS FCPM (resigned 01/07/17)

**Karen Reed** MSc DPodM DMS HECert MChS (appointed 01/07/17)

**Paul Savage** BSc DPodM MChS

**Neil Simmonite** BSc (Hons) MBA HND DPodM MChS FHEA FFPM RCPS (Glasg) (resigned 01/07/17)

**Emma Supple** FCPodS FCPodMed CMS PGDip (Pod) DPodM FFPM RCPS (Glasg) (appointed 01/07/17)

**Stella Vig** BSc MBChB FRCS (Eng) MCh FRCS (Gen Surg)

**Neil Williams** FCA

**Alison Wishart** BSc MA MChS

The Trustees of The College of Podiatry (who are also directors of the charitable company for the purposes of company law) are not remunerated.

# The College of Podiatry

## Report of the Trustees

### Structure, governance and management

The Society of Chiropractors and Podiatrists is the sole member of The College of Podiatry for the purposes of company law. Through its Council, the Society appoints the Trustees of The College of Podiatry. The Trustees of the College adopted, at the establishment of the College, a five-year project plan for the full establishment of the charity in pursuit of its Objects and has been supported by the Society with a grant for £100,000 to establish sufficient financial reserves.

The College of Podiatry is a company limited by guarantee, a registered charity in England and Wales, and a charity registered in Scotland. The College is governed by its Articles of Association. New Trustees undergo an induction programme and all Trustees have further group or individual training where specific needs are identified. Day-to-day running of the College is delegated by the Board of Trustees to the Chief Executive, senior staff, and staff of the College and Society.

All members of the Society are automatically members of a directorate of the College and the College receives an annual grant from the Society equivalent to the membership subscription required to provide education services to those members. This grant funding allowed the Trustees to contract with the Society for the provision of staffing, accommodation and infrastructure services to run the day-to-day activities of the College.

### Public benefit

The Trustees have paid due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and planning the activities of the charity. The Trustees are satisfied that the College, as a company limited by guarantee, has charitable purposes as set out in the Charities Act 2011 covering the advancement of health, research and education and the relief of poverty for the public benefit.

### Organisational development programme

Building on the work of the 'Review and Change Programme' from 2016 and the appointment of the new Clinical Director, Professor Paul Chadwick, in May 2017, the College has re-organised and developed its objectives to meet the Clinical Leadership pillar of the five-year strategic plan. Initially, the work took the shape of a 'Review and Change Programme' involving the staff team to enhance and improve the structures and methods of working. This programme has led the College

to develop five key internal projects designed to review and improve the ways in which it operates, looking at our communication strategy, our governance, and the services that we do and could provide and building a foundation to protect the future of the College. This is being led by James Coughtrey, our newly appointed Head of Education and Development. A full appraisal process across the team with objectives and key performance indicators has been developed, and all of these elements link to the Clinical Leadership objectives. This process has been taking place alongside the day-to-day business of the College and has slowly been incorporated into daily activity. Externally, the College has been looking at restructuring the committee and directorate structure to ensure we can meet the objectives of the Clinical Leadership agenda and be confident we receive the best advice and support to ensure we are fit for purpose as the profession develops in the 21st century.

### College review

During 2017, the College, while going through the change process, also achieved some significant outputs:

#### *Commissioning Toolkit for Diabetes*

<https://www.improvingdiabeticfootcare.com/>

This joint project working with Health Education England and respected health economists Marion Kerr and Daisy Wilde developed an online toolkit resource that supports Clinical Commissioning Groups (CCGs) in England to commission improved services for diabetic foot disease. It provides information on:

- i. the impact of diabetic foot ulcers and amputations on patients' lives and on NHS costs;
- ii. the potential for improved care to transform lives and reduce NHS expenditure; and
- iii. what good care looks like and how to restructure services and pathways.

**Medicines review project:** Working with the Department of Health, the College has been negotiating access to controlled drugs for podiatrists through the independent prescribing process.

**Careers:** The College has worked with the External Affairs Department to secure a Higher Education Funding Council for England (HEFCE, now renamed Office for Students) grant to increase awareness of podiatry to potential students.

## Report of the Trustees (continued)

**Foot in Diabetes Module:** The College hosted its first Foot in Diabetes Module. Based on the comprehensive Diabetic foot Competency Framework, this module captured level D (specialist podiatrist) and E (advanced podiatry practitioner) knowledge, skills and behaviours, giving the delegates the opportunity to explore both the basic and specialised approaches to diabetes foot care as appropriate. This included general diabetes background and knowledge, diabetes foot risk stratification, preventative care all the way to radiological interventions, pharmacology and wound management. The College is aware that the majority of our members will be involved in the review and management of diabetes patients and this module has created the opportunity to increase knowledge and develop areas of practice while also signposting members to more in-depth courses, further reading and suggestions for clinical placements.

**Apprenticeship programme:** The College has been actively involved with the development of the Trailblazer group, examining the potential role for apprentices across the workforce, from support worker through to higher level.

**Forensic podiatry:** The College has been supporting the writing of the Forensic Standards documentation. The standards document that details gait analysis is nearly complete and is with the regulator for approval. The writing of the standard on bare foot analysis and shoe analysis is due to begin once the standard for forensic gait analysis has been concluded.

**Health and Care Professions Council (HCPC) annotation of podiatric surgery:** The College has been working with Health Education England, the HCPC and the University of Huddersfield to develop a process for annotation of podiatric surgeons on the HCPC register.

### Future plans

**Workforce:** One of the pillars of the five-year strategic plan is ensuring that there is a viable sustainable workforce which is capable of meeting the foot health needs of the population. The College has secured funding from Health Education England to develop various work streams in 2018.

**Development of the Foot in Diabetes Module:** The College is taking the module around the UK with four week-long modules planned for 2018.

**Developing a musculoskeletal (MSK) competency framework:** The College is working with MSK UK to develop a competency framework for MSK practitioners. The long-term ambition is to develop an MSK module for continuing professional development.

### Annual Conference and Exhibition

The College of Podiatry Annual Conference, 'Keep Moving', was held in Liverpool from 17 to 19 November 2017, and was our most successful Conference with over 1,500 delegates, 107 speakers, and 71 exhibitors. We are most grateful to our exhibitors who support our Conference every year. The Annual Conference is one of the outstanding events hosted by the College and our thanks are due to the Conference organisers, Profile Productions Ltd, as well as the Conference Chair, Professor Alan Borthwick from the University of Southampton. We would also like to thank the key speakers for helping to make the event such a great success.

Awards presented at the Conference included: Directorate of Podiatric Surgery Awards to six members; Directorate of Podiatric Medicine Awards to five members; and Chartered Scientist status was conferred on three members.

### Research

The research project 'Are core podiatry services clinically and cost effective?' reached a conclusion during 2016 and the report was delivered during 2017. The project is a collaboration between the College and a consortium comprising the universities of Leeds, Oxford and Southampton. On the basis of work completed so far, the Principal Investigator, Professor Catherine Bowen (University of Southampton), secured funding from the National Institute of Health Research (NIHR) amounting to £450,000 which will develop the project beyond its initial scope. The Research and Development Committee produced its strategic plan and is working with the Scholl Foundation to develop a James Lind Alliance project looking at the ten key priorities for research in foot health.

### The EASYCare Academy

The EASYCare assessment is a standardised method of reviewing and discussing key areas relating to an older person's life and forms the basis of an individualised plan to improve overall

## The College of Podiatry

# Report of the Trustees (continued)

health and well-being. The College of Podiatry is keen to become involved in the development and implementation of EASYCare, which is based on the noted crisis in NHS long-term care.

The major aim at present is to set up a global academy to train all carers and health professionals in assessment and training relating to care of the elderly. It will be online, with care of the elderly centres of excellence established across the world, in cities such as New York, Shanghai and London.

The College has been collaborating with the development of EASYCare, seeing it as one of our key strategic objectives in the promotion and delivery of public health.

### The Journal of Foot and Ankle Research

The Journal of Foot and Ankle Research is the official journal of the Australian Podiatry Council and The College of Podiatry; it is a web-based open-access journal available via BioMed Central. The Canadian Federation of Podiatric Medicine is an affiliate member. It remains a highly rated journal within the foot and ankle field, and presently has a two-year impact factor of 1.405, and a five-year impact factor of 2.038.

At the time of writing, there are nine UK papers in the system awaiting review and processing. Each paper incurs an article-processing charge of £1,370, reduced for members of The College of Podiatry by 17% (making it £1,137), the fee being paid by The College of Podiatry as a member benefit. The existing contract with BioMed Central is due for renewal/replacement in October 2018. By the time this report is published, a meeting of the Management Board (Australian Podiatry Council and The College of Podiatry) will have taken place on 17 April 2018 to consider options.

### Centre for the History of Podiatric Medicine (CHoPM)

The CHoPM has decided not to have a presence at the 2018 Annual Conference, but will prepare a display for 2019, marking the 80th anniversary of the start of World War II, which can be supported by materials relating to prisoners of war and chiropody training:

Digitisation of key parts of the collection is underway, which will constitute a unique resource. The MODES programme, a

cataloguing and archiving database, is to be set up on a laptop at Quartz House to enable access to the full archive inventory.

### Accreditation visits

The College undertook four accreditation visits in 2017 and approval was given to:

The University of Brighton for both the BSc (Hons) and the pre-registration MSc programmes;  
The University of East London, BSc (Hons) programme;  
New College Durham, BSc (Hons) programme; and  
Birmingham Metropolitan College, BSc (Hons) programme.

There are currently eight visits scheduled to take place in 2018.

### Consultations

The College is increasingly becoming involved in national and some international consultations. In particular, the College registered with the National Institute for Health and Care Excellence (NICE) as a stakeholder and is now able to contribute to a number of relevant consultations. Specialist Advisory Groups (SAGs) of the Directorate of Podiatric Medicine and other directorates provide invaluable expertise in contributing to the consultations.

### Financial review

The total income for the year was £664,362 (2016: £808,479), of which £564,000 is a grant from the Society. Expenditure in 2017 was £664,362 (2016: £817,789), a decrease of £153,427.

### Designated reserves

The College has previously designated the £100,000 grant from the Society for the purpose of maintaining a balance sheet reserve. The grant from the Runtin Fund has also been designated in line with the aspirations of the Fund's Objects.

### Reserves policy

The Society of Chiropodists and Podiatrists, as the parent organisation, acts as a guarantor for the College and has sufficient reserves for its own and the College's reserve policy of a level equivalent to meeting six months of operating costs and maintaining them at this level.

## Report of the Trustees (continued)

### Risk management

The Trustees have instituted procedures to identify and examine the major strategic, business and operational risks that the charity faces. The necessary systems have been established to enable regular reports to be provided to them to ensure that action is taken to mitigate the effect of the identified risks.

### Going concern

The Trustees have set out above a review of financial performance and the charity's reserves position, including its relationship with The Society of Chiropodists and Podiatrists. In their view, the charity has adequate financial resources and the Trustees remain well placed to manage the business risks. The Trustees' planning process, including financial projections, has taken into consideration the current economic climate and its potential impact on the various sources of income and planned expenditure.

The Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The Trustees believe there are no material uncertainties that call into doubt the charity's ability to continue. The accounts have therefore been prepared on the basis that the charity is a going concern.

In the preparation of this report, advantage has been taken of the small companies exemption under section 415A of the Companies Act.

### Trustees' responsibilities

The Trustees (who are also the directors of The College of Podiatry for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice (UK Accounting Standards).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charitable company's transactions, disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006 and the provisions of the charity's constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

So far as each of the Trustees at the date of this report is aware, there is no relevant audit information of which the charity's auditors are unaware. Each Trustee has taken all the steps that he/she ought to have taken as a Trustee in order to make himself/herself aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

By order of the Trustees and signed on their behalf by:

**Debbie Delves**

Chairman of the Board of Trustees

7 March 2018





# Independent Auditors' Report to the Trustees and Members of The College of Podiatry

## Opinion

We have audited the financial statements of The College of Podiatry (the 'charitable company') for the year ended 31 December 2017 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and Notes to the Accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, 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 charitable company's affairs as at 31 December 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

## Basis for opinion

We have been appointed auditors under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report to you in accordance with regulations made under those Acts.

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the Financial Reporting Council'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

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

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least 12 months from the date when the financial statements are authorised for issue.

## Other information

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

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

## Opinions on other matters prescribed by the Companies Act 2006

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

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

# Independent Auditors' Report to the Trustees and Members of The College of Podiatry (continued)

## Matters on which we are required to report by exception

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

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) require us to report to you if, in our opinion:

- the charitable company has not kept proper and adequate accounting records, or returns adequate for our audit have not been received from Branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a strategic report.

## Responsibilities of Trustees

As explained more fully in the statement of Trustees' Responsibilities set out on page 28, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

## Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' 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.

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

## USE OF OUR REPORT

This report is made exclusively to the members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charity's Trustees, as a body, in accordance with section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the members and the charity's Trustees those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity, its members as a body, and its Trustees 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)

For and on behalf of RSM UK AUDIT LLP, Statutory Auditor  
Chartered Accountants  
25 Farringdon Street  
London  
EC4A 4AB

*26 July 2018*

# Statement of Financial Activities

## (Incorporating the Income and Expenditure Account)

Year ended 31 December 2017

	Notes	2017			2016
		Unrestricted funds	Designated funds	Total	Total
		£	£	£	£
<b>Income and endowments from:</b>					
Donations and legacies					
Grant income	12	564,888	-	564,888	727,589
Other trading activities					
Other income	2	11,760	-	11,760	10,514
Charitable activities	3				
Education		34,620	-	34,620	37,435
Services to the profession		625	-	625	1,055
Training and development		52,469	-	52,469	31,830
		<u>87,714</u>	<u>-</u>	<u>87,714</u>	<u>70,320</u>
Investments					
Bank interest on deposits and current account		-	-	-	56
Total income		<u>664,362</u>	<u>-</u>	<u>664,362</u>	<u>808,479</u>
<b>Expenditure on:</b>					
Raising funds	4	-	-	-	2,000
Charitable activities	4				
Education		242,160	-	242,160	294,934
Research		129,584	-	129,584	189,541
Services to the profession		196,071	-	196,071	205,794
Training and development		96,547	-	96,547	127,520
		<u>664,362</u>	<u>-</u>	<u>664,362</u>	<u>817,789</u>
Total expenditure		<u>664,362</u>	<u>-</u>	<u>664,362</u>	<u>819,789</u>
<b>Net income and net movement of funds</b>		-	-	-	(11,310)
<b>Reconciliation of funds:</b>					
Balance brought forward, 1 January	10	-	100,000	100,000	111,310
Balance carried forward, 31 December		<u>-</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>

# Balance Sheet

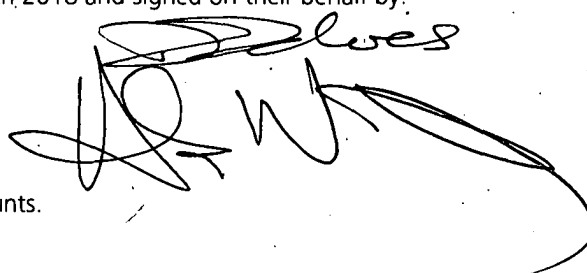
Year ended 31 December 2017

	Notes	2017 £	2016 £
Current assets			
Debtors	8	13,909	16,921
Cash at bank and in hand		<u>86,091</u>	<u>86,131</u>
		100,000	103,052
Current liabilities			
Other creditors	9	<u>-</u>	<u>3,052</u>
		-	3,052
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>100,000</u>	<u>100,000</u>
<b>THE FUNDS OF THE CHARITY</b>			
Unrestricted funds	10		
	10	100,000	100,000
<b>TOTAL FUNDS</b>		<u>100,000</u>	<u>100,000</u>

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 the Trustees on 7 March 2018 and signed on their behalf by:

Debbie Delves } Trustees  
Alison Wishart }



The notes on pages 34 to 38 form part of the accounts.

# Statement of Cash Flows

Year ended 31 December 2017

	Notes	2017 £	2016 £
Cash flows from operating activities	11	(40)	(94)
Cash generated from/(used in) financing activities:			
Interest received		-	56
DECREASE IN CASH		(40)	(38)
CASH AND CASH EQUIVALENTS BROUGHT FORWARD		86,131	86,169
CASH AND CASH EQUIVALENTS CARRIED FORWARD		86,091	86,131
Relating to:			
Bank balances and short-term deposits included in cash and cash equivalents		86,091	86,131

# Notes to the Accounts

Year ended 31 December 2017

## 1 ACCOUNTING POLICIES

### a) Company information

The College of Podiatry is a company limited by guarantee and incorporated in England and Wales (2836276). The entity is also a registered charity in England and Wales (1145855) and Scotland (SC043965). The registered office is Quartz House, 207 Providence Square, Mill Street, London SE1 2EW.

The charity's operations and principal activities are disclosed in the Report of the Trustees.

### b) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The College of Podiatry meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policies.

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 £.

### c) Fund accounting

All of the College's funds are unrestricted. They can therefore be used at the discretion of the Trustees in furtherance of the Objects of the charity.

### d) Income

Income is recognised when the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

An annual grant is received from The Society of Chiropodists and Podiatrists: the Society has agreed to meet the costs of running the College, to the extent that they are not covered by other sources of income received in the year. Grant income from the Society is therefore recognised in accordance with expenditure incurred.

### e) Expenditure

All expenditure is accounted for on an accruals basis and includes VAT under partial exemption rules.

Expenditure is allocated to relevant activity categories on a basis that is consistent with the use of the resource.

Raising funds includes all costs relating to activities where the primary aim is to raise funds along with an apportionment of support costs.

Support costs are recharged by The Society of Chiropodists and Podiatrists (the parent company) based on the approved cost-sharing agreement and consists of Trustee expenses, audit fees, rent, staff recruitment, training and welfare, disallowable VAT (under the partial exemption rules), office costs, administrative costs and depreciation which are allocated to activities in proportion to the number of staff engaged in each area.

### f) Pension costs

The charity has a defined contribution scheme with the amount charged to the Statement of Financial Activities in respect to pension costs being the contribution payable in the year.

### g) Cash

Cash includes cash in hand and at bank. There are no cash equivalents.

### h) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments (debtors owed to parent and accrued income). Basic financial instruments are recognised at transaction value and subsequently measured at their settlement value.

### i) Judgements and key sources of estimation uncertainty

In the application of the charitable company's accounting policies, the Trustees 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.

No significant judgements have been made by management in preparing these financial statements and there are no key sources of estimation uncertainty.

# Notes to the Accounts (continued)

Year ended 31 December 2017

## j) Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity had adequate resources to continue in operational existence for 12 months from signing. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

## 2 OTHER TRADING ACTIVITIES

	2017 £	2016 £
Other income:		
M&S endorsement of podiatric products	11,760	10,514

## 3 CHARITABLE ACTIVITIES

The College of Podiatry has charitable status and is exempt from capital and income taxes. Only partial exemption from value added tax is obtained.

### Education

Undergraduate fees

2017 £	2016 £
34,620	37,435

### Training and development

Exam and course fees

52,469	31,830
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### Services to the profession

Professional fees

625	1,055
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### Total incoming resources from charitable activities

87,714	70,320
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## 4 EXPENDITURE

	Direct staff costs £	Other direct costs £	Support costs £	Total 2017 £	Total 2016 £
<b>Raising funds</b>	-	-	-	-	2,000
Services to education	115,795	48,954	77,411	242,160	294,934
Research	36,186	69,207	24,191	129,584	189,541
Services to the profession	86,846	51,166	58,059	196,071	205,794
Training and development	50,660	12,019	33,868	96,547	127,520
<b>Charitable activities</b>	<b>289,487</b>	<b>181,346</b>	<b>193,529</b>	<b>664,362</b>	<b>817,789</b>
<b>Total expenditure</b>	<b>289,487</b>	<b>181,346</b>	<b>193,529</b>	<b>664,362</b>	<b>819,789</b>

Support costs are allocated to activities in proportion to the number of staff engaged in each area. Total governance costs are included in support costs and are allocated to activities in proportion to the number of staff engaged in each activity.

## 5 AUDITORS' REMUNERATION

All costs in relation to the charity audit are paid by the parent company, The Society of Chiropodists and Podiatrists.

# Notes to the Accounts (continued)

Year ended 31 December 2017

## 6 STAFFING

Employee costs during the period amounted to:

Wages and salaries  
Social Security costs  
Pension costs

2017	2016
£	£
248,691	255,534
23,536	26,650
17,260	19,227
<b>289,487</b>	<b>301,411</b>
<b>289,487</b>	<b>301,411</b>

### Total staff costs

In addition, the College paid £96,855 (2016: £140,257) to The Society of Chiropodists and Podiatrists to cover the cost of time spent by employees of the Society supporting and administering the College.

The average number of staff employed by the charity was 5 (2016: 5).

Education  
Research  
Services to the profession  
Training

2017	2016
2	2
1	1
1	1
1	1
<b>5</b>	<b>5</b>

The number of employees whose emoluments during the year, including taxable benefits in kind, but not employer pension contributions, were over £60,000 was:

£60,000 – £70,000

2017	2016
-	1

## 7 TRUSTEES' EXPENSES AND REMUNERATION

The College considers its key management personnel to be its Board of Trustees. No Trustee received any remuneration for their services during the year (2016: £nil).

During the year, 13 Trustees (2016: 16) were also reimbursed for out-of-pocket expenses in relation to travel and subsistence. The total amount reimbursed amounted to £4,312 (2016: £5,865).

## 8 DEBTORS

Amounts owed by parent company  
Prepayments and accrued income

2017	2016
£	£
13,909	-
-	16,921
<b>13,909</b>	<b>16,921</b>

Financial assets comprise amounts owed by the parent company.

## 9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

Amounts owed to parent company  
Corporation tax payable

2017	2016
£	£
-	1,052
-	2,000
<b>-</b>	<b>3,052</b>



# Notes to the Accounts (continued)

Year ended 31 December 2017

## 10 UNRESTRICTED FUNDS

	At January 2017	Incoming resources	Resources expended	Transfer between funds	At December 2017
	£	£	£	£	£
General funds	-	664,362	(664,362)	-	-
Society grant	100,000	-	-	-	100,000
	<u>100,000</u>	<u>664,362</u>	<u>(664,362)</u>	<u>-</u>	<u>100,000</u>

	At January 2016	Incoming resources	Resources expended	Transfer between funds	At December 2016
	£	£	£	£	£
General funds	-	808,479	(808,479)	-	-
Runting Fund	11,310	-	(11,310)	-	-
Society grant	100,000	-	-	-	100,000
	<u>111,310</u>	<u>808,479</u>	<u>(819,789)</u>	<u>-</u>	<u>100,000</u>

### Purpose of designated fund

The College has previously designated the £100,000 grant from the Society for the purpose of maintaining a balance sheet reserve. The grant from the Runting Fund, previously held within designated funds, was spent in the previous year on a research project, 'The effectiveness of core podiatry'.

## 11 CASH GENERATED FROM OPERATIONS

	2017 £	2016 £
Cash generated from/(used in) operating activities:		
Profit for year	-	-
Adjustments for:		
Interest received	-	(56)
Movements in working capital:		
Decrease/(increase) in receivables	3,012	(38)
(Decrease)/increase in current liabilities	(3,052)	
	<u>(40)</u>	<u>(94)</u>

# Notes to the Accounts (continued)

Year ended 31 December 2017

## 12 PARENT UNDERTAKING

The ultimate parent undertaking of The College of Podiatry is The Society of Chiropodists and Podiatrists, who also exercise control over the reporting entity. This control is demonstrated through 12 of the 15 Trustees being also members of Council in The Society of Chiropodists and Podiatrists. The Society of Chiropodists and Podiatrists is a company registered in England and Wales (company registration number 400709).

The parent is established for the promotion and regulation of the profession of chiropody and podiatry and all of the matters affecting chiropodists and podiatrists. In the opinion of the Trustees of the parent company, the income and net assets of the College are not material in the context of The Society of Chiropodists and Podiatrists accounts, and therefore consolidated group accounts have not been prepared.

In the current and prior period, the following transactions took place between the Society and the College:

	2017 £	2016 £
Contribution paid by the Society to the College	564,888	727,589
Occupancy costs charged by the Society to the College	46,312	49,024
Administration costs charged by the Society to the College	50,362	47,756
Salaries charged by the Society to the College	96,855	140,257
Net contribution to provision of charitable aims	371,359	490,552

At 31 December 2017, £13,909 was owed to the College by the Society (2016: £1,052 was owed by the College to the Society).

Further details of the expenses recharged are provided in note 6.