UK Association of Public Administration

(Registered charity, number 1204857)

Financial statements
for the year ended 31 August 2025

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COMMUNITY ACCOUNTING

UK Association of Public Administration
Trustees' annual report
for the year ended 31 August 2025

Full name UK Association of Public Administration

Organisation type Charitable incorporated organisation

Registered charity number 1204857

Principal address
Institute of Local Government Studies, Department of Public Admin & Policy, University of Birmingham, Edgbaston, Birmingham, B15 2TT

Trustees
Professor Emeritus John Diamond, from 11/09/2025
Professor Muiris MacCarthaigh
Dr Rory Shand, from 31/05/2026
Dr Olga Siemers, from 11/09/2025 and until 26/01/2026
Professor Paul Carmichael, Secretary, from 11/09/2025
Dr Karin Bottom, Chair
Dr Alice Moseley
Dr Amanda Crompton

Independent examiner
Eva Stevens, employee of Community Accounting Plus, Units 1 & 2 North West, 41 Talbot Street, Nottingham, NG1 5GL

Governance and management
The charity is operated under the rules of its association constitution adopted 21 September 2023.

Trustees are appointed at the AGM with majority membership approval.
Trustees are eligible for reappointment but may only serve for three consecutive terms but may be reappointed after an interval of at least three years.

Objectives and activities
The advancement of Education for the public benefit by, but not limited to, the promotion, development and co-ordination of the work of higher education institutions in the pursuit of education, training and research in public administration.
Such purposes shall in all respects and at all times be construed and promoted in an impartial objective, balanced and independent manner observing strict political neutrality.

Public benefit statement
The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

UK Association of Public Administration

Summary of the main activities undertaken for the public benefit

- Promote diversity and good practice in furthering equal opportunities in respect of all disadvantages such as age, class, disability, ethnicity, gender, marital status, nationality, 'race', region, religion, or sexual orientation;

- Promote high standards in public life and good practice in the management of public institutions, to respect human rights and civil liberties and to observe principles of fairness and justice wherever they may be relevant to public administration, public management and public policy;

- Work with research councils, learned societies and other bodies to promote research, education and training in public administration and allied subjects;

- Prepare and submit evidence to government, commissions of enquiry and other relevant bodies concerned with education, training and recruitment for public administration and other related occupations;

- Publish material relevant to training and other matters of common interest.

Summary of the main achievements during the period

Throughout this period UKAPA engaged in activities that consolidated its position in the UK public administration community, and helped provide support to that community and to those working in the profession of PA through undertaking a number of activities.

This involved:

- Website maintenance https://www.ukapa.org.uk/.

- Ongoing membership relations & communications with members.

- Championing PA as a discipline and supporting scholars and practitioners through several initiatives, including:

- Oversight of two journals co-owned with Sage Publications. Public Policy and Administration and Teaching Public Administration. The journals are available to institutions with paid access and offer limited open access to selected articles.

- The organisation of UKAPA's Annual Conference and Doctoral Conference (September 2025, Ulster University).

- UKAPA resource development. Under development during this time period were UKAPA's blog and its research and teaching network.

- Recruitment activities to appoint new administrative services (after relinquishing the services of Smart PA).

- Recruitment activities to appoint a new Treasurer.

- Obtained governance support.

- Development of relationships with other public administration focused learned societies.

The work involved in administering UKAPA continued to be considerable during this period. It is appropriate that this report draws attention to how our work is entirely conducted by volunteers, largely in their own time.

UKAPA's governance during this period was convened by four trustees, one of whom was and still is Chair. The Constitution allows for 12 trustees.

Given the increased pressures that academics and HE institutions faced during this period, the considerable efforts of UKAPA's trustees and Executive must be acknowledged. Similarly, it is important that the support and input of UKAPA's institutional representatives is also acknowledged.

Financial Review
Financial transfers from the Joint University Council were transferred to UKAPA in September 2024 (£6,521). Other fees were generated from journal royalties (£23,085) and membership fees (£1,300).

The UK Association for Public Administration will operate under a set of formal financial regulations that are in development and will be approved by trustees and operated by the Honorary Treasurer. Going forward, UKAPA trustees will determine the allocation of funds to designated UKAPA activities through budget priority setting.

At present, the UK Association of Public Administration's accounts are considered healthy and sufficient for the charity's purposes.

Principal sources of funds
UKAPA's principal source of funding is from journal royalties and membership fees. Due to UKAPA's registration in 2023 and its set up in 2024, membership fees for existing members were not charged for July 2024 – July 2025 period. The only fees paid during this period was paid by new member institutions and those paying for the July 2025-July 2026 period. Lost fees were saved through other means.

Principal risks
UKAPA is financially secure but throughout this period, commenced ongoing discussions on how it may generate future streams of income.

UK Association of Public Administration

Grant making policy

- UKAPA provides funding in the form of a yearly small research grant (£2,000) and research seminar series grant (£2,000).

- UKAPA allocates £2000 to fund teaching exchanges.

- To the effect of £500, UKAPA funds awards at its Doctoral Conference, namely the Richard Chapman Prize (best doctoral student paper at the UKAPA Doctoral Conference); it offers a non-monetarily funded award for the Public Administration Most Publishable Paper Prize (journal mentorship).

The charity's policy on reserves

It is UKAPA's policy to retain an informal contingency reserve to ensure our long-term financial viability.

It is not the purpose of the UK Association for Public Administration to simply build cash reserves. It has therefore been agreed that reasonable and prudent expenditure will be appropriate and subject to trustee scrutiny and approval that is cognisant of the financial conditions then prevailing. Reserves will be held only for as long as needed and used to advance the charity's main purposes.

Signed on behalf of the charity's trustees:

Signed _____ Date _____
Dr Amanda Crompton, Trustee

Independent examiner's report to the trustees of UK Association of Public Administration for the year ended 31 August 2025

I report to the trustees on my examination of the accounts of UK Association of Public Administration for the year ended 31 August 2025.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Signed _____ Date _____

Eva Stevens BSc, CPFA

Employee of Community Accounting Plus

UK Association of Public Administration
Receipts & payments account
for the year ended 31 August 2025

2024		***2025***
£		**£**
	Receipts	
88399	Opening donations - from Joint University Council	6521
-	Royalties	23085
975	Membership	1300
89374	**Total receipts**	**30906**
	Payments	
1620	Office administration	6231
4350	IT & website	4086
-	Conference	1278
-	Trustees expense	1747
-	Governance support	300
-	Insurance	365
-	Memberships	475
-	Legal & professional	2280
5970	**Total payments**	**16762**
83404	**Net receipts/(payments)**	**14144**
-	Cash funds at start of this period	83404
-	Transfers between funds	-
83404	**Cash funds at end of this period**	**97548**

UK Association of Public Administration
Statement of assets and liabilities at 31 August 2025

2024			*2025*
£	**Cash assets**	**Note**	**£**
83404	Bank accounts		97548
83404			**97548**
	Other monetary assets		
-	Debtors - unpaid memberships		3575
-	Prepayments	**2**	505
-			**4080**
	Assets retained for the charity's own use		
	General equipment.		
	Liabilities		
(2562)	Creditors	**3**	(618)
(975)	Advance receipts - membership received in advance		-
(3537)			**(618)**

These financial statements are accepted on behalf of the charity by:

Signed _____ Date 11.11.2026

Dr Karin Bottom, Trustee

UK Association of Public Administration
Notes to the accounts
for the year ended 31 August 2025

1. Receipts & payments accounts

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

2. Prepayments

	£
Insurance	205
Membership - AcSS	300
	505

3. Creditors

	£
Independent examination fee	618
	618

4. Trustees' remuneration

During this period, a total of £1747 was reimbursed to 1 trustee for attendance as UKAPA ambassador at IIAS.

5. Related party transactions

There were no related party transactions during the period.

6. Glossary of terms

Advance receipts: These are amounts received by the charity in the accounting period, for use in a future period.

Creditors: These are amounts owed by the charity, but not paid during the accounting period.

Debtors: These are amounts owed to the charity, but not received in the accounting period.

Prepayments: These are services that the charity has paid for in advance, but not used during the accounting period.