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TRUSTEES' REPORT AND FINANCIAL STATEMENTS

31 December 2022

Chartered Institute of Library and Information Professionals

Trustees' Report and Financial Statements

31 December 2022

CILIP: Registered charity number in England 313014

CILIP: Registered company number in England RC000780

CILIP: the Chartered Institute of Library and Information Professionals: Inaugurated April 2002 following the unification of the Institute of Information Scientists and the Library Association.

Originally incorporated by the Library Association Royal Charter 1898.

Registered office address: British Library, 96 Euston Road, London, NW1 2DB

Website: www.cilip.org.uk

Report of the Trustees For the year ended 31st December 2022

The trustees present their report along with the consolidated financial statements of the Chartered Institute of Library and Information Professionals (CILIP) for the Financial Year ended 31 December 2022. The accounts are those of CILIP and its 100% owned subsidiary CILIP Pathways Limited.

The financial statements have been prepared based on the accounting policies set out in note one to the financial statements and comply with the organisation's Royal Charter. CILIP is a charity operating under Royal Charter registered with the Charity Commission (number 313014).

IMPACT:

CILIP changes lives by improving education, literacy and prosperity for all. We achieve this by raising standards in libraries, information and knowledge management.

VISION:

A professional community, dedicated to changing lives through quality information, services, and expertise.

MISSION:

To be the leading professional membership association for people working in information, knowledge, libraries, and related sectors.

President's foreword

It has been an honour for me to serve both as CILIP's Vice President in 2022 and as President in 2023 – two very significant years in the long history of our professional association.

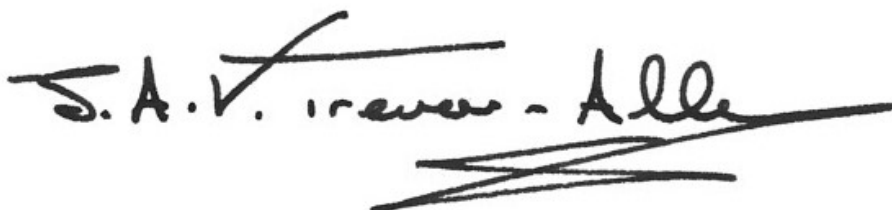
During this time CILIP has continued to strengthen its membership offer, creating new and impactful tools to help our members succeed, including through the new 'future-ready' Professional Knowledge and Skills Base (PKSB) and our leadership of sector Apprenticeships.

The CILIP team continues to deliver some of the most exciting and innovative work in the world of libraries, information and knowledge – for example, The Green Libraries Partnership, which is driving a new dialogue about our role in securing a more sustainable planet.

In responding to the Strategic Review commissioned by the Board in 2021, we have delivered decisive action to secure CILIP's long-term future and to increase our profile and impact for our members.

Our relocation to new premises at the British Library has created new opportunities for partnership and development, and we have also celebrated the 125th Anniversary of our Royal Charter by creating the #CILIP125 list – an inspiring cohort of future leaders drawn from services across the whole breadth of the libraries, information, and knowledge management profession.

We know these are challenging times for the communities and users we serve, but CILIP is proud to be able to celebrate, champion, and support our members across more than 20 industry sectors. The impact our members have is incredible, but by standing together, we can achieve so much more – because together, We Are CILIP!

A handwritten signature in black ink that reads "J. A. V. Trevor-Allen". The signature is written in a cursive style with a long horizontal line extending from the end of the name.

Mr John Trevor-Allen
President, CILIP

CILIP Annual Report

Chair's introduction

It has been my pleasure to serve as Chair of the Board of Trustees and to work with the dedicated staff team at CILIP during this period of significant change and transition for our Association.

Our first responsibility as Trustees is to ensure that appropriate plans are in place to ensure the financial viability and stability of the organisation. In 2022, on the basis of professional advice commissioned in 2021, we began the process of relocating away from our former premises at Ridgmount Street and of closing our legacy Pension Scheme.

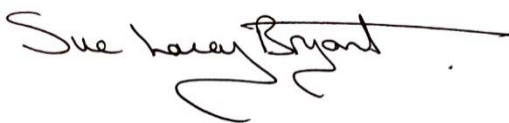
I am pleased to confirm that both actions were progressed during 2022, subject to appropriate legal and professional advice, and as a result, we are well on our way to securing the long-term sustainability of our professional body.

We Are CILIP, our strategy and action plan, set out a compelling vision for our professional community, dedicated to changing lives for the better through quality information, services and expertise. The accompanying Business Plan demonstrates how we will grow both our membership and wider income streams to support an ambitious programme of impact on behalf of our members.

I want to record sincere thanks, on behalf of myself and the Trustees to our volunteer community, and in particular to our Regional Member Networks, Special Interest Groups, Devolved Nations and Diversity Networks for their solidarity and support during this time of transition. Also, my personal thanks to our talented trustees and staff team, led by our Chief Executive, for their commitment and skill in navigating the changes. Together #WeAreCILIP.

As we look ahead, we do so from a position of real strength. CILIP is delivering clear impact and value for members, we are addressing some of the most pressing challenges facing our profession and working together to create new opportunities for professional development.

On behalf of the Board of Trustees of CILIP, I commend this Annual Report to you as an accurate report of the performance of the Charity during the previous year.



Sue Lacey Bryant
Chair, CILIP Board of Trustees

We Are CILIP – Strategy and objectives

CILIP is a leading national charity focused on changing lives by improving education, literacy and prosperity for all. We deliver our mission by raising standards in libraries, information and knowledge management.

This year, we are celebrating the 125th anniversary of our Royal Charter with a renewed focus on promoting economic and social wellbeing and environmental responsibility through quality information, services and expertise.

Strategic priorities

We Are CILIP, our 5-year strategy and action plan sets out four strategic priorities:

- Equity and social justice
- Digital transformation
- Environmental sustainability
- Leadership at every level

Services and activities

Our work to deliver this strategy is focused around four sets of services and activities on behalf of our membership:

- Community
- Advocacy
- Representation
- Expertise

Our values

CILIP's work is inspired by our values, which include a commitment to social justice, intellectual freedom and evidence-based practice.

Four Nations

CILIP is a 'four nations' organisation, working to deliver public benefit in England, Scotland, Wales and Northern Ireland.

In Wales and Northern Ireland, our work is led by National Committees, CILIP Cymru Wales and CILIP Ireland. In Scotland, it is led by our partner organisation, CILIP in Scotland, which is independently registered with the Office of the Scottish Charity Regulator (OSCR) number SC038532.

Public benefit statement

As a Charity, CILIP is established for purposes which further public benefit, and the Trustees operate the Charity in furtherance of these purposes.

Our Royal Charter commits us to “promote education and knowledge through the establishment and development of libraries and information services and to advance information science.” We deliver on this commitment through:

- Public events, activities, campaigns and awards which promote engagement with and support for libraries, literacy and learning.
- Maintaining and promoting standards in professional practice which promote excellence and accountability for the users of libraries and information services.
- Promoting policy for and investment in the development of libraries as a critical infrastructure for learning, literacy, inclusion and self-development.

Our services support more than 200 million in-person visits to libraries per annum and a further c. 90 million online. Our work benefits 2 million school-aged children and more than 1 million patients and carers in the NHS each year.

Membership information

CILIP is the only chartered body in the world dedicated to uniting, supporting, and advocating for information professionals and librarians in all sectors. CILIP is pleased to have welcomed hundreds of new members to CILIP during the past year.

Any member can undertake professional registration with CILIP, and all those who meet the required standard receive official recognition in the form of Certification, Chartership, or Fellowship. Each of these professional standards are recognised by employers, both in the UK and internationally. All three levels of professional registration have been certified by Scottish Credit and Qualifications Framework, and have deemed to be equivalent to a Higher Certificate for Certification, a Bachelor’s degree for Chartership and a Master’s degree for Fellowship.

CILIP has a network of mentors who can support individuals going through the process of Professional Registration, and there are also a range of resources specially tailored to professional registration candidates.

CILIP’s commitment to all those working in the library, information and knowledge management sectors is a unique strength. It acts as a unifying body for the profession and helps to raise the profile of all those working in associated roles. It means that CILIP can advocate across sectors, build coalitions and partnerships, and develop new relationships to benefit all those who work in, or use information services. Members have benefitted from our core offer of community, advice, representation and access to expertise, and have pivoted to support post-pandemic recovery.

Membership is not only an investment in people’s skills and development, it is also an investment in the future of the profession helping to ensure that libraries, information and knowledge management services are valued and relevant in a world that is increasingly reliant on access to high-quality information.

Volunteers at CILIP

Volunteers are the lifeblood of CILIP's work, without whom we could not achieve any of the impacts described in this report. We benefit from a network of more than 1,000 active volunteers who contribute countless person-hours of time, effort and expertise to support our strategic aims.

CILIP would like gratefully to acknowledge the work of our volunteer mentors, assessors, Committee officers, Trustees and countless others for their tremendous contribution to our success.

Member Networks, Branches and Groups

Across the UK, the Member Networks (Regional Member Networks and Special Interest Groups) in England and the Branches and Groups in Scotland support a hugely impactful community of practice on behalf of our members.

Our Member Networks drive engagement, create new content and ideas, support professional development and ensure that our strategic development is rooted in specialist professional knowledge and expertise.

The Member Networks allow CILIP to be more responsive, to develop thought-leadership and evidence-based practice and to ensure that our support for our members is grounded in the contemporary realities for each of the sectors in which we operate.

Our new Diversity Networks have allowed our community to recognise and celebrate the contribution of people with lived experience of the protected characteristics under the 2010 Equality Act to our profession, while also providing a vital platform for career development and mutual support.

In addition to joining member networks within a member's geographical area, members may join any group that they have an interest in, namely:

1. Academic and Research Libraries group (ARLG)
2. Commercial, Legal and Scientific Information group (CLSIG)
3. Community, Diversity and Equality Group (CDEG)
4. Digital Technology Group (DTG)
5. Government Information Group (GIG)
6. Health Libraries Group (HLG)
7. Information Literacy group (ILG)
8. International Library and Information group (ILIG)
9. Knowledge and Information Management Group (KIM)
10. Library and Information History Group (LIHG)
11. Library and Information Research Group (LIRG)
12. Local Studies Group (LSG)
13. Marketing and Communication Group (MCG)
14. Metadata and Discovery group (MDG)
15. Prison Libraries Group (PLG)

16. Public and Mobile Libraries Group (PMLG)
17. Rare Books and Special Collections Group (RBSCG)
18. Retired Professional Group (RPG)
19. School Libraries Group (SLG)
20. UKeIG: the UK e-information Group
21. Youth Libraries Group (YLG)
22. BAME Network
23. Disability Network
24. LGBTQ+ Network

Member Networks are all external volunteers except Helen Berry (Workforce Development Manager) who was CILIP London RMN chair.

CILIP Pathways Limited

CILIP Pathways is CILIP's wholly owned trading subsidiary which exists to provide end-point assessment services in support of apprenticeships in libraries, information and knowledge services.

CILIP Pathways supports CILIP's public mission by providing open and inclusive pathways for more diverse candidates to develop a career in libraries, information or knowledge – thereby ensuring that their services are responsive to and reflective of the needs of the widest possible audience.

CILIP's Stakeholders

CILIP is committed to achieving impact through partnership. We therefore work with a wide range of stakeholders across industry, Government, the third sector and the media. The majority of these relationships are non-financial and depend on the mutual contribution of time and capacity. However, CILIP also maintains a financial relationship with the following stakeholders or stakeholder groups:

Individual stakeholders

- Arts Council England
- NHS Workforce, Training and Education (formerly NHS Health Education England)
- Designing Libraries
- The Foyle Foundation
- Penguin Random House
- Yotoplay
- Julies Bicycle
- Money Saving Expert
- Nielsen Book Services Ltd.

Stakeholder groups

- Organisational members of the CILIP Employer Partner Scheme
- Organisational members of the CILIP Supplier Partner Scheme
- Academic institutions Accredited by CILIP as Learning Partners

Additional information

Grant-making

CILIP has acted as a grant-making body for the Green Libraries Grant Fund which distributed more than £40,000 in social impact investment during 2022 thanks to the support of the Arts Council England.

CILIP has also worked with NHS England Workforce, Training and Education (formerly Health Education England) to distribute grants to 14 public library authorities to fund Health and Digital Literacy Pilot projects in collaboration with local healthcare trusts.

CILIP will only fund projects and activities which are charitable, and which fall within the scope of our charitable purpose. Grant applications are assessed by an independent panel which use the following criteria when assessing proposals:

- Due diligence
- Relevance to the scope of the grant fund
- Likely impact
- Governance and leadership
- Value for money

CILIP took expert advice from the grants team at the Arts Council England to ensure that the Green Libraries Grant Fund, promotion, assessment, and awards were open, accountable and promoted equity and diversity in their outcomes.

Achievements and Performance

2022 was an incredibly busy year for the CILIP community, with a broad work programme delivering significant impact for our members and our public mission to change lives by raising standards in libraries, information and knowledge.

Key achievements included:

- A successful *Libraries Week 2022*, with a focus on the contribution of libraries to lifelong learning, which reached an audience of more than 8 million people online and in-person in libraries across the UK;
- The launch of the innovative *Green Libraries Partnership*, a joint initiative aiming to promote the role of libraries in addressing climate change and sustainability;
- The 2022 *Carnegie Greenaway Awards* with an acclaimed shortlist celebrating the best in children's books and illustration;
- Continued support for the *Great School Libraries* campaign, helping to ensure that every child benefits from the life-changing support of a school library and librarian;

- Ongoing advocacy and engagement with the role of our members in quality health and care, particularly through our innovative *Digital Health Literacy Partnership* with NHS England Workforce, Training and Education (WTE);
- Support for communities through the Warm Welcome (warm banks) programme led by CILIP with support from Money Saving Expert;
- Impactful support for Equality, Diversity and Inclusion in our professional community, including ongoing support for our Diversity Networks and positive-action programmes for recruitment and representation;
- Dozens of training events, activities and publications providing sector-leading expertise for CILIP members and the wider profession;
- Advocacy for the value and impact of our member's skills and professionalism with employers, political stakeholders and the media.

Both as a central organisation and jointly with our Devolved Nations, Member Networks and Special Interest Groups, CILIP's work in 2022 has had a significant impact on communities across the UK, helping to ensure that library and information services are accountable, trusted and maintained to the highest professional standards.

Our work has helped to promote the value of trust and evidence in public life, to promote the importance of evidence-based healthcare and to reinforce the case for literacy and skills across all sectors of the economy.

Fundraising

CILIP raises funds in support of our charitable objectives through a variety of activities:

- Applying for grant-in-aid from grant-making trusts, foundations and research funders
- Soliciting individual donations via our main website and campaign sites
- Soliciting lifetime giving, bequests and donations from individuals
- Securing sponsorship from businesses, organisations and related enterprises

All fundraising activity is carried out in-house and does not make use of 3rd parties or volunteers. Complaints relating to Fundraising activities would be managed through CILIP's published Complaints Procedure. The number of complaints would be monitored as part of CILIP's overall quality assurance by the Senior Leadership Team.

All communications relating to fundraising are carried out in the context of CILIP's EDI Policy, which would also encompass the safeguarding of vulnerable people. Communications are also carried out in compliance with current Data Protection legislation and periodically reviewed.

CILIP's fundraising activities include both restricted and unrestricted (general purpose) funds.

Investments

No specific performance targets were set for investments in 2022 other than to maximise investment returns. A full review of CILIP's Investment Policy will be undertaken in 2023 following the sale of our premises at 7 Ridgmount Street.

Operations and Governance

We have successfully maintained efficient, accountable and effective operations throughout 2022 in support of our charitable objects. Highlights of this work and its impact are set out below:

Outcome	Activity	Impact
Governance	Effective leadership	CILIP continues to benefit from clear and effective governance and leadership across the CILIP Trustee Board, our national committees in CILIP Cymru Wales and CILIP Ireland and our affiliated partner CILIP in Scotland.
	Accountability	The relevant sections of the CILIP website are regularly reviewed and maintained, and all non-restricted governance papers are uploaded for scrutiny by the membership.
Finance and audit	Statutory compliance	CILIP completed a successful audit for 2021 with no material issues raised and the audited accounts were approved by the membership, providing visibility on the organisation's financial performance.
	Risk management	The Risk Register is maintained on an ongoing basis by the CILIP Senior Leadership Team and scrutinised by the Finance, Audit and Risk Committee with overall ownership by the Board, providing an effective ongoing structure for strategic and operational risk management and control.
Facilities	Office premises	CILIP and CILIP in Scotland have continued to maintain office premises in London and Glasgow.

Financial Review

The financial statements were in the format required under the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS 102) and the Statement of Financial Activities (SOFA) reflects the strategic priorities of CILIP.

Overview of 2022 financial position and performance for CILIP and CILIP Pathways Limited

CILIP's (group) income decreased by £242,509 from £4,091,535 in 2021 to £3,849,026 in 2022. This 6% decrease was mainly due to having received a large one-off COVID-related government funding in 2021. Training, events, and conference income increased by 66% reflecting a return to pre-COVID levels; publications increase by 30% from £642,063 in 2021 to £834,038 in 2022; whilst professional services decreased by 56% from £238,110 in 2021 to £105,523 in 2022.

CILIP's (group) expenditure increased slightly by 10% from £3,901,107 in 2021 to £4,291,071 in 2022. This was in part due to the increase of training, events, and conference turnover.

In 2020, the CILIP Board agreed a COVID-19 Recovery Plan which included the following actions:

- Implementing furlough of staff other than those required for essential functions or contractual commitments
- Taking a Coronavirus Business Interruption Loan (CBILS) from the Royal Bank of Scotland
- Agreeing the use of Reserves held by CILIP Member Networks and Devolved Nations

These actions were successful in sustaining CILIP's operations through the 2020-22 period of disruption. The COVID-19 Recovery Plan was reviewed every six months and as the UK began to emerge from the pandemic, shifted to the repayment of liabilities incurred, including the phased repayment of the CBILS loan and the restoration of Member Network reserves against an agreed payment plan. All residual liabilities incurred during this period will have been paid down by the end of FY 2024.

Following the recommendations provided by BDO in their Strategic Review, CILIP also took steps to address our longer-term business strategy. The key elements of this included:

- Strengthening membership as our core revenue driver
- Maintaining and where possible growing our portfolio of diversified income-generating activity
- Addressing the long-standing deficit in our Defined Benefit Pension Scheme
- Realising the value of our owned premises at 7 Ridgmount Street

On the mandate of the CILIP Board, the sale of CILIP's premises (which was jointly held as a contingent asset with the Pension Scheme) created an opportunity to close the 'technical provisions' deficit on the Pension Scheme. By agreement with the Pension Trustees a total of £9.5m from the proceeds of the sale was used to close this Deficit, in turn removing the requirement for regular Deficit Repair Contributions into the Scheme by CILIP.

In aggregate the actions taken by the Board during this period mean both that the Charity was able to sustain operations through the disruption of COVID and that significant steps have been taken to secure the long-term sustainability of CILIP's work.

Future financial outlook for CILIP and CILIP Pathways Ltd

We Are CILIP five-year strategy and associated business plan 2023-25 with the following aims:

1. To help us transition to a new business model following the sale of our premises in Central London
2. To deliver sustainable growth in membership and drive value for our members
3. To maintain and where possible grow our diversified/non-membership revenue streams

CILIP's core activities will be related to the We Are CILIP strategy:

1. Continuing professional development
2. Membership services
3. Professional standards
4. Content and publishing
5. Advocacy
6. Research and development

There will be a continued period of consolidation to build infrastructure and work towards digital transformation, both of which will support long-term growth and income diversification in alignment with strategy.

CILIP Pathways Limited has continued to grow through 2022. During the period ended 31 December 2022, CILIP Pathways Ltd generated a profit of £56,564 (2021: £21,352). 2022 Operational costs have remained steady whilst the number of assessments being conducted has increased as predicted. In addition, two funded development projects were secured in 2022.

The directors remain confident in the growth of the existing assessment service and the ability of CILIP Pathways Limited to increase the number of apprenticeships it assesses in future.

CILIP Pathways Limited is forecast to make increased profit in 2023, with future increase in profits year-on-year projected. In 2023 the directors plan to increase staffing to manage the ongoing increased demand for the existing assessment service and to allow capacity to develop additional assessments. Namely, through 2023, CILIP Pathways Limited will develop an assessment service for an existing approved sector-based Level 7 apprenticeship and will position to be ready to develop an additional Level 7 assessment service for a sector-based apprenticeship currently in development.

Reserves

The total of the group's reserves in 2022 was £22,709,931 (2021: £23,934,728) which consists of unrestricted funds £20,331,448 (2021: £21,336,855), designated funds £1,663,764 (2021: £1,811,415) and restricted funds £714,719 (2021: £786,458). Free reserves £1,331,140 (2021: £1,652,111). Further details about the funds are as stated below:

Unrestricted funds

i. CILIP's central operations activities

CILIP's Central operational activities during the year had a net deficit of £302,876 coupled with a loss of £21,561 on investment assets (2021: £464,591 surplus).

The total reserve carried forward in 2022 for central office activities was £634,380 in 2021 it was £958,817 as per note 19.

ii. Member Networks activities

Our Member Networks continue to provide a range of high-quality events, conferences and training opportunities at a fee that our members can afford to ensure their professional development. They returned a surplus of £3,466.

The total reserve carried forward to 2023 for Member Network activities was £696,760 (2021: £693,294) as per note 19.

iii. Designated funds activities

Designated funds consist of the fixed asset reserve and development fund reserve.

The movement on the designated fund fixed asset reserve as per note 17 was due to expenditure related to the sale of 7 Ridgmount Street and depreciation of £8,440 (2021: £56,046). The total fixed asset reserve carried forward to 2023 was £1,520,412 (2021: £1,659,045) and this did not include the revaluation reserve on buildings.

An agreement was made by CILIP with the Defined Benefit Pension Scheme Trustees to sell the building.

The total designated funds development reserves as per note 17 analysed below:

	2022	2021
Member Network development fund	£17,579	£26,529
My library by right campaign fund	£1,942	£1,942
Central office master plan building repairs fund	£95,508	£95,576
Member Network CPD Forum development fund	£4,103	£4,103
Infrastructure development fund	<u>£24,220</u>	<u>£24,220</u>
TOTAL	<u>£143,352</u>	<u>£152,370</u>

iv. Pension reserves

The trustees believe that the defined benefit pension scheme funding calculation, which can vary considerably according to the assumptions made at each year-end, has no material effect on the charity's cash flows in the short term, and that in the longer term its effects are sustainable out of future income. For this reason, in the trustees' view, it is disregarded for reserves policy purposes. The movement on the pension reserve of £484,000 in 2022 (2021: £2,117,000) as per note 22. In 2022 the pension scheme deficit was £4,450,000 (2021: £4,934,000).

v. Revaluation reserve

CILIP fully owns the central office building as a primary asset of the charity which generates revenues (rental of office and meeting space) which are driven back to support our charitable objects. The freehold property revaluation takes place every two years. The market value as at 31 December 2022 was £25,025,000 (as per note 9) (2021: £26,250,000).

Restricted funds activities

Restricted funds are those used in accordance with specific restrictions imposed by the donors or raised by the charity for particular purposes. The costs of raising and administering such funds, where applicable, charged against the specific fund. The movement on the restricted fund is analysed in note 16.

Subsidiaries

CILIP Pathways Limited was set up to conduct assessment of apprenticeships. CILIP Pathways Limited's customers are the employers of apprentices, the apprentices and apprenticeship-training providers. In 2022, CILIP Pathways Ltd made a profit of £56,564 (2021: £22,002).

Further information on investment in subsidiary companies is set out in note 11.

Investment powers and selection of investments

The Royal Charter gives powers to the trustees to invest the monies of the Institute not immediately required for the furtherance of its objects in or upon such investments, securities or property as may thought fit. The Byelaws allow the Board to delegate power to an investment manager to buy and sell investments on behalf of the Institute, within a prescribed investment policy.

Funds which are expected to be available for more than two years may be put into long-term investments to provide both income and capital growth. Funds available for investment on either short or long-term periods are invested with appropriate external fund managers, who will comply with our investment objectives. The Finance, Audit and Risk Committee makes decisions on which managers are used.

CILIP's investment policy and investment:

- a) to maximise the total return from short- or long-term investments, both income and capital growth, without taking undue risk, and
- b) to obtain the best interest rates available on short-term cash surpluses, without risking the capital.

The trustees will not invest directly in investments which conflict with CILIP's aims and objectives as set out in the Royal Charter.

Restricted investments classified as long-term investments and unrestricted investments classified as short-term investments to fund CILIP's strategic plan capital projects.

CILIP holds units in M&G Charifund. The Fund had a net yield of 4.5% in 2022 (2021: 4.0%). In addition to offering an attractive yield, Charifund has a strong long-term performance record.

The value of the total investments decreased in 2022 by 5.8% (2021: 13%) to £925,418 (2021: £979,169) with unrealised net loss of £53,792 (2021: £114,886) due to the stock market. Further information on CILIP's investments is set out in note 10.

Reserves policy

CILIP's reserves policy designed to determine the level of reserves required to:

- Cover periods of low income (resulting from adverse market conditions or a fall in membership) while remedial action is taken
- To cover an unexpected loss on a project
- To cover unforeseen expenditure items

Under the policy in place in 2022, the reserves required to fund central operations are a minimum of three months' £1,072,767 (2021: £872,564) and a maximum of six months' operating costs £2,145,534 (2021: £1,745,127). Central office reserves stood at £634,378 as at 31 December 2022 (2021: £958,817), which equates to approximately two months' costs. Given the imminent sale of the building and the security of income, this was not seen as a risk.

In addition, the policy allows sums to be set aside in designated reserves for important expenditure outside the normal operating budget. If overspend occurs, this needs to be recouped within a few years.

This policy also applied to Member Networks, which retain separate reserves sufficient to fund their own activities. Member Networks' reserve stood at £696,760 in 2022 (2021: £693,294).

Going concern assessment

In October 2023, the most severe implications of the COVID-19 pandemic appear to have passed in the UK. The sale of 7 Ridgmount Street completed in March 2023 and the trustees will aim to settle the defined benefit pension scheme liability during 2024. With significant cash reserves and a clear vision and strong operational plan, the Trustees are satisfied that the future is positive for CILIP.

Having reviewed the funding facilities available to CILIP together with the expected future cash flows, the Trustees have a reasonable expectation that CILIP has adequate resources to continue its activities for the foreseeable future and consider that there were no material uncertainties over CILIP's financial viability. Accordingly, the trustees are of the view that CILIP is a going concern.

Principal risks and uncertainties

The Board recognises its responsibility for ensuring a sound system of risk management and internal control is in place. The Finance, Audit and Risk Committee provides assurance to the Board that this system is adequate and appropriate. The Senior Management Team is responsible for implementing the system of risk management and internal control and for identifying and evaluating risks, putting in place appropriate mitigating action and monitoring and reporting progress.

Key risks identified during the year were:

Financial risk including sale of building does not proceed; possible declining income from membership income and tenant income; potential increasing costs in relation to pensions; fall in value of investments; spiralling cost of living. Mitigating actions include regular review of risk by Finance, Audit and Risk Committee and Senior Leadership Team (SLT); strategy agreed with property advisors; introduction of marketing and sales strategy; regular meetings with Pension Trustees and investment advisers.

Operational risk including possible failure to deliver business plan, failure to meet objectives throughout the year, failure to retain and motivate staff through extended periods of working at home and intense organisational change. Mitigating actions include reviewing annual delivery plan at every SLT meeting, strong leadership from Board and SLT, regular communications with staff.

Reputational risk including failure to identify potential sources of reputational risk; failure to have in place adequate protocols for responding to events which carry reputational risk; failure to fully embrace obligations to equity, diversity and inclusion. Mitigating actions include ensuring that reputational risk is factored into risk assessments, identifying key staff with responsibility for reputational risk, ensuring that we have a comprehensive equity, diversity and inclusion change programme and that diversity is reflected in our leadership.

Compliance risk including possible breaches of CILIP's legal and regulatory duties; breaches of CILIP's duties under the Data Protection Act and the General Data Protection Regulation; breaches of CILIP's cyber security. Mitigating actions include Finance, Audit and Risk Committee regularly reviewing internal controls and implementation, CILIP website and virtual learning environment is secured with SSL encryption, new systems configured to comply with GDPR.

The risk register is regularly reviewed by the Board, Senior Leadership Team and by the Finance, Audit and Risk Committee.

Additional information

The charity's principal sources of funds were:

- Membership
- Facet Publishing
- Advertising
- Magazine publishing
- Events and awards
- Professional services
- Research and development
- Fundraising
- Training
- Tenancies
- CILIP Pathways Limited (trading subsidiary)

CILIP maintains financial investments and Reserves in accordance with our Reserves Policy. The CILIP Finance, Audit and Risk Committee (FAR) maintains oversight and scrutiny of investment performance.

CILIP's investment strategy is due for review in 2023 following the sale of our premises at 7 Ridgmount Street.

Future plans

Looking ahead, CILIP has ambitious plans to grow our impact and support for everyone working in libraries, information and knowledge management. *We Are CILIP*, our new 5-year strategy and action plan, defines our ambitions in four key areas:

- To continue to grow and empower the CILIP Community as a true community-of-practice, providing timely and authoritative support for all information professionals
- To achieve significant growth in CILIP's role as an advocate for librarians, information and knowledge management, with a particular focus on media, Government and employers in all four Nations
- To improve, streamline and open up our systems of professional development and recognition, with the aim of providing broader, more diverse and inclusive pathways into the profession

- To deliver significant expansion in the scope of our professional events, training and publishing activities with a particular focus on digital transformation

2022 also marks an important year of transition in CILIP's operations as we look to sell our premises at 7 Ridgmount Street and to use the sale proceeds to secure the long-term future of the organisation, particularly by mitigating the risk presented by the deficit on a legacy Defined Benefit Pension Scheme (closed to new members in 2011).

The relocation to new premises at the British Library, accompanied by an ongoing hybrid working policy and a programme of recruitment and organisational development will help to ensure that CILIP has the capacity to deliver on our plans.

An ambitious Digital Transformation programme in 2022-25 will significantly improve the organisation's services to members.

Trustees' analysis

As the world moves forward from the impact of a global pandemic, we find ourselves once again confronted with an uncertain future. The Russian invasion of Ukraine has had a significant impact on all UK charities, as have COVID and the UK's departure from the European Union. More widely, geopolitical turbulence and the rise of populism create a challenging backdrop for a profession that is ethically committed to trust, evidence and accountability.

The past few years have provided an important 'stress test' for CILIP's resilience. Thanks to our diversified income model, our agility and the support of our community, we have so far passed this test.

The decisive action we are taking in selling our premises will significantly reduce the risk to the organisation from our legacy Defined Benefit Pension Scheme, leaving the charity well-funded and without the need to service ongoing deficit contributions.

Our next priority is to ensure that the Charity is sustainable in its own right; to this end we have instructed the Executive to implement a new Business Plan focused on securing growth in our primary purpose trading activities and membership.

We are also working with our Devolved Nations and Member Networks to develop a Community Strategy, including the establishment of a new Members Council which will ensure a richer ongoing dialogue between the organisation and membership.

Structure, Governance and Management

CILIP is a charity operating under Royal Charter registered with the Charity Commission (number 313014).

CILIP Board

Members of the Board are trustees of CILIP for the purpose of charity legislation.

The Board has twelve members elected directly by the membership, with a provision for up to three co-opted members to achieve a balance in the event of missing skills or jurisdictions. Should vacancies remain after an election, these also may be filled through the appointment process. During 2022, all the twelve Board members were in place. All of these Board members were individual members of CILIP. In 2021 three co-opted members served on the Board of which one was co-opted as a new professional. The Chair of the Board, John Trevor-Allen stood down on 27 January 2022 and was replaced by Sue Lacey Bryant.

Reporting to the Board is the Finance, Audit and Risk Committee, which oversees CILIP's financial management and control, statutory accounts, investments and pension liabilities; and provides reassurance that proportionate mechanisms exist to manage risk, strategy, compliance and finance.

CILIP Board of Trustees for 2022

Sue Lacey-Bryant	Chair
John Trevor-Allen	Chair (stood down 27 January 2022)
Alison Wheeler	Treasurer
Helen Workman	
Simon Burton	
Sue Ball	
Alison Brettle	
Stephen Phillips	
Liz Jolly	
Binni Brynolf	
Nicola Davies	(New Professional Trustee – term finished July 2022)
Jo Webb	(term finished December 2022)
Steve Williams	(term finished December 2022)
Shirley Yearwood-Jackman	(term finished December 2022)

The Finance, Audit and Risk Committee

The purpose of the Finance, Audit and Risk Committee is to assess CILIP's overall governance framework for fitness-for-purpose, to identify and escalate issues and to confirm to the Board that proportionate mechanisms exist to manage risk, strategy, compliance and finance. The Committee contributes to audit planning, identifying areas of concern, receiving and reviewing the audit report and monitoring the management response.

Following consideration of the Audit Findings Report, risk management, internal controls and other items discussed by the Finance, Audit and Risk Committee during the course of its work in 2022, it did not identify any particular issues to report as a matter of concern to the Board.

Trustee selection, induction, and training

Trustee selection methods are as detailed in the CILIP Bye Laws and General Regulations, which provide for a combination of election [Bye Laws 30-34] and co-option [Bye Laws 35-38] to the Trustee Board. These details are on the CILIP website in Governance section.

An induction day is held for new trustees which includes existing trustees. The focus is on the role of the Board and of individual trustees as well as on their financial, risk-management responsibilities, and collective decision-making.

Each new trustee receives a welcome pack, which includes:

- A copy of the governing Charter, Byelaws and Regulations of CILIP
- A Charity Commission publication explaining the role and responsibilities of trustees
- A code of practice for CILIP trustees
- A copy of the conflict of interest policy
- A register of interest form
- The latest Annual Report and Accounts
- Briefings on key current issues for CILIP
- Changes to legislation or other rules affecting CILIP reported to CILIP Board to keep trustees up to date.

Chief Executive and other key management personnel

Day-to-day management of the Charity delegated by the trustees to the Chief Executive, who is responsible for managing staff and resources to implement the decisions made by the Board. The Chief Executive is also included as key management personnel and their salary is reviewed and agreed by the Board. Other key management personnel salaries are included in CILIP's general pay scales.

Name	Position	Additional Notes
Nick Poole	Chief Executive	
Vacancy	Chief Operating Officer	
Paul Jessop	Director of Transformation	
Jo Cornish	Chief Development Officer	
Rob Green	Editor in Chief	
Sean McNamara	Head of CILIP in Scotland	
Lisa Goldsmith	Head of Digital & IT	Until 10 November 2022
Freddy Castrillon	Head of Facilities	
Abosedede Dada	Head of Finance	Until 02 November 2022
Gemma Wood	Head of Sales & Marketing	
Peter Baker	Director, Content and Publishing	
Claire Robe	Head of Sector Development	Started 17 January 2022
Natalie Jones	Head of Programmes	Until 20 September 2022

Office of the President

The Office of the President comprises the President, the Vice-President and the Immediate Past President. They are directly elected by the membership and are independent of the trustees of CILIP. Members of the Presidential Team represent CILIP at functions and events as well as being ex-officio on all committees.

The Annual General Meeting

The Annual General Meeting, normally held in September/October each year, approves the member subscription rate for the following year and agrees the appointment of CILIP's auditors. It also approves by resolution any proposed changes to the Royal Charter and Byelaws (subject to approval by the Privy Council). In all other respects, its role is mainly advisory, but the CILIP Board will give serious consideration to its recommendations.

Reference and Administrative details

Charity name: Chartered Institute of Library and Information Professionals (CILIP)

Inaugurated April 2002 following the unification of the Institute of Information Scientists and the Library Association.

Originally incorporated by the Library Association Royal Charter 1898.

Charity registration number: 313014

Company registration number: RC000780

Charity address: 7 Ridgmount Street, London, WC1E 7AE

Charity website: www.cilip.org.uk

Professional Advisers

Bankers: Bank of Scotland
Teviot House,
41 South Gyle Crescent
Edinburgh EH12 9XD

Unity Trust Bank PLC
Nine Brindley Place
Birmingham B1 2HB

CCLA
Senator House
85 Queen Victoria Street
London EC4V 4ET

Auditors: Price Bailey LLP
Chartered Accountants
24 Old Bond Street
London W1S 4AP

Solicitors: Bates, Wells
10 Queen Street Place
London EC4R 1BE

Pension providers:
Defined Benefit Scheme Isio
3 Hardman Square
Manchester M3 3EB

Group Stakeholder
Pension Scheme Scottish Widows
69 Morrison Street
Edinburgh EH3 8YF

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Policies).

Charity law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of its net income for that year, and adequately distinguish any material special trust or other restricted fund of the charity. In preparing those financial statements the trustees are required to:

- a) Select suitable accounting policies and then apply them consistently.
- b) Observe the methods and principles in the charities SORP FRS102 (2019).
- c) Make judgments and estimates that are reasonable and prudent.
- d) State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- e) Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity, and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts & Reports) Regulations and the provisions of the Royal Charter.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

This Annual Report and Accounts complies with current statutory requirements, the requirements of CILIP's Royal Charter and the current Statement of Recommended Practice on Accounting and Reporting by Charities.

So far as each Trustees is aware at the time the report is approved:

- There is no relevant audit information of which CILIP's auditors are unaware;
- Each Trustee has taken all steps that they ought to have taken to be aware of any relevant audit information and to establish that the auditors are aware of that information.

Signed on behalf of the Board of trustees

Sue Lacey Bryant

Sue Lacey Bryant (Dec 20, 2023, 8:10pm)
Susan Lacey-Bryant
Honorary Chair

Date 20 Dec 2023

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF THE CHARTERED INSTITUTE OF LIBRARY AND INFORMATION PROFESSIONALS

Opinion

We have audited the financial statements of Chartered Institute of Library and Information Professionals (the 'parent charity') and its subsidiaries (the 'group') for the year ended 31 December 2022 which comprise the Consolidated Statement of Financial Activities, the Consolidated Balance Sheet, the Consolidated Statement of Cash Flows, 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 Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charity's affairs as at 31 December 2022, 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 Charities Act 2011.

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 responsibilities for the audit of the financial statements section of our report. We are independent of the charity 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 trustees' use of the going concern basis of accounting in the preparation of the consolidated financial statements is appropriate.

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 group or charity'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 trustees 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 trustees' 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 group 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 group 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 group 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.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the group financial statements is inconsistent in any material respect with the trustees' report; or
- the charity has not kept adequate and proper accounting records; or
- the group financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the group 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 group financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the group financial statements, the trustees are responsible for assessing the group'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 group or the parent charity or to cease operations, or have no realistic alternative but to do so.

Auditor responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made or having effect there under.

Our objectives are to obtain reasonable assurance about whether the group 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.

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

We gained an understanding of the legal and regulatory framework applicable to the group and the sector in which it operates and considered the risk of the group not complying with the relevant laws and regulations including fraud in particular those that could have a material impact on the financial statements. This included those regulations directly related to the financial statements, including financial reporting, and tax legislation. In relation to the operations of the group this included compliance with the Charities Act 2011.

The risks were discussed with the audit team and we remained alert to any indications of non-compliance throughout the audit. We carried out specific procedures to address the risks identified. These included the following:

Reviewing minutes of Board meetings, reviewing any correspondence with the Charity Commission, agreeing the financial statement disclosures to underlying supporting documentation, and made enquiries of management and officers of the group and a review of legal fees.

To address the risk of management override of controls, we carried out testing of journal entries and other adjustments for appropriateness. We also assessed management bias in relation to the accounting policies adopted and in determining significant accounting estimates.

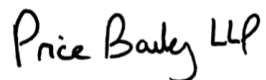
Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance.

The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the FRC's website at: <https://www.frc.org.uk/auditors/audit-assurance/auditor-s-responsibilities-for-the-audit-of-the-fi/description-of-the-auditor%E2%80%99s-responsibilities-for>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Price Bailey LLP
Chartered Accountants
Statutory Auditors
24 Old Bond Street
London
W1S 4AP
Date 21 December 2023

Price Bailey LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

CONSOLIDATED CHARITY AND GROUP STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 December 2022

	Notes	Unrestricted Fund 31 Dec 2022 £	Restricted Fund 31 Dec 2022 £	CILIP GROUP 31 Dec 2022 £	CILIP GROUP 31 Dec 2021 £
INCOME					
Income from charitable activities					
Member's subscription		1,211,428	-	1,211,428	1,186,537
Training, Events & Conferences		547,573	-	547,573	328,543
Publications		834,038	-	834,038	642,063
Professional services		105,523	-	105,523	238,110
		<u>2,698,562</u>	<u>-</u>	<u>2,698,562</u>	<u>2,395,253</u>
Income from trading activities					
Rent and service charges		797,039	-	797,039	815,605
CILIP Pathways income		91,875	-	91,875	59,000
Income from donations and legacies					
Grants- Government CJRS		-	-	-	23,096
Grants-Govt CBIL loan interest paid		-	-	-	4,535
Grants-Government recovery fund		-	-	-	620,000
Grants-Others		-	207,775	207,775	131,000
Donations from individuals		9,241	-	9,241	2,028
Income from Investment					
Income from quoted investment and bank interest	3	25,180	19,354	44,534	41,018
TOTAL INCOME		<u>3,621,897</u>	<u>227,129</u>	<u>3,849,026</u>	<u>4,091,535</u>
EXPENDITURE					
Expenditure on charitable activities					
Training, Events & Conferences		404,517	-	404,517	154,389
Publications		394,545	-	394,545	318,798
Professional services		2,951,440	266,677	3,218,117	3,158,655
Total charitable expenditure		<u>3,750,502</u>	<u>266,677</u>	<u>4,017,179</u>	<u>3,631,842</u>
Expenditure on raising funds					
Services to tenants		238,581	-	238,581	238,267
CILIP Pathway costs		35,311	-	35,311	36,998
Total expenditure on raising funds		<u>273,892</u>	<u>-</u>	<u>273,892</u>	<u>275,265</u>
TOTAL EXPENDITURE	4	<u>4,024,394</u>	<u>266,677</u>	<u>4,291,071</u>	<u>3,907,107</u>
Net income & expenditure before investment gains and (losses)		(402,497)	(39,548)	(442,045)	184,428
Net (losses)/gains on investment assets	10	(21,561)	(32,191)	(53,752)	114,886
NET INCOME/(EXPENDITURE)		<u>(424,058)</u>	<u>(71,739)</u>	<u>(495,797)</u>	<u>299,314</u>
Other recognised gains/(losses)					
Revaluation of tangible fixed assets	9	(1,225,000)	-	(1,225,000)	4,374,000
Actuarial gains/(losses) on defined benefit pension scheme	22	496,000	-	496,000	2,480,000
NET MOVEMENT IN FUNDS		<u>(1,153,058)</u>	<u>(71,739)</u>	<u>(1,224,797)</u>	<u>7,153,314</u>
Reconciliation of Funds					
Total funds brought forward at 1 January		23,148,270	786,458	23,934,728	16,781,414
TOTAL FUNDS CARRIED FORWARD 31 December	20	<u>21,995,212</u>	<u>714,719</u>	<u>22,709,931</u>	<u>23,934,728</u>

CONSOLIDATED CHARITY AND GROUP BALANCE SHEET
As at 31 December 2022

		CILIP CHARITY		CILIP CHARITY		CILIP GROUP		CILIP GROUP	
	Notes	31 Dec 2022	31 Dec 2021	31 Dec 2022	31 Dec 2021	31 Dec 2022	31 Dec 2021	31 Dec 2022	31 Dec 2021
		£	£	£	£	£	£	£	£
FIXED ASSETS									
Tangible assets	9	25,051,501	26,283,542			25,051,501	26,283,542		
Long-term investments	10	532,524	564,714			532,524	564,714		
Other investments	11	1	1			1	1		
Total Fixed Assets		25,584,026	26,848,257			25,584,026	26,848,257		
CURRENT ASSETS									
Short-term investments	10	392,894	414,455			392,894	414,455		
Stock & work in progress	12	71,463	95,061			71,463	95,061		
Debtors	13	448,632	570,787			423,431	578,455		
Cash at bank and in hand		1,658,240	2,246,882			1,782,354	2,249,062		
		2,571,229	3,327,185			2,670,142	3,337,033		
LIABILITIES									
Creditors: Amount falling due within one year	14	(988,603)	(1,167,379)			(1,036,704)	(1,182,979)		
NET CURRENT ASSETS		1,582,626	2,159,806			1,633,438	2,154,054		
TOTAL ASSETS LESS CURRENT LIABILITIES		27,166,652	29,008,063			27,217,464	29,002,311		
Creditors: Amounts falling due after more than one year									
Life members provision in advance		(23,247)	(19,297)			(23,247)	(19,297)		
CBIL loan		(34,286)	(114,286)			(34,286)	(114,286)		
NET ASSETS EXCLUDING PENSION LIABILITIES		27,109,119	28,874,480			27,159,931	28,868,728		
Defined Benefit pension scheme funding deficit	22	(4,450,000)	(4,934,000)			(4,450,000)	(4,934,000)		
TOTAL NET ASSETS		22,659,119	23,940,480			22,709,931	23,934,728		
REPRESENTED BY:									
Restricted Funds	16	714,719	786,458			714,719	786,458		
Unrestricted Funds									
Revaluation reserve	19	23,399,496	24,624,496			23,399,496	24,624,496		
Pension reserve	19	(4,450,000)	(4,934,000)			(4,450,000)	(4,934,000)		
CILIP Pathways reserve	19	-	-			50,812	(5,752)		
Central Operations reserve	19	634,380	958,817			634,380	958,817		
Total Central Operations funds		19,583,876	20,649,313			19,634,688	20,643,561		
Member Networks – other funds	19	696,760	693,294			696,760	693,294		
Total other unrestricted funds	19	20,280,636	21,342,607			20,331,448	21,336,855		
Designated funds-Fixed Asset reserve	17	1,520,412	1,659,045			1,520,412	1,659,045		
Designated funds-Development reserve	17	143,352	152,370			143,352	152,370		
Total Designated Funds		1,663,764	1,811,415			1,663,764	1,811,415		
Total Unrestricted Funds		21,944,400	23,154,022			21,995,212	23,148,270		
TOTAL CILIP's RESERVE		22,659,119	23,940,480			22,709,931	23,934,728		

The notes on pages 29 to 54 form part of these financial statements approved by the Board on 20 Dec 2023

Signed on behalf of the Board by:

Sue Lacey Bryant

Sue Lacey Bryant (Dec 20, 2023,
8:13pm)
Honorary Chair

CONSOLIDATED CHARITY AND GROUP STATEMENT OF CASHFLOWS

For the period ended 31 December 2022

Cash-flow from operating activities:	2022	2021
	£	£
Net cash (used in)/provided by operating activities	(521,271)	364,870
Cash flows from investing activities		
Investment income and bank interest	44,534	41,018
Purchase of tangible fixed assets	(1,399)	(2,556)
CILIP Pathways Ltd	-	(25,574)
Cash inflow/(outflow) from debt financing		
CBIL Loan	11,428	(6,396)
(Decrease)/Increase in cash	(466,708)	371,362

Reconciliation of net (expenditure)/income to net cash flow from operating activities

Net (expenditure)/income for the reporting period	(495,797)	299,314
Depreciation charges	8,440	56,046
Expenses and net interest costs	492,000	554,000
Pension contributions paid	(480,000)	(191,000)
Losses/(gains) on investments	53,752	(114,886)
CILIP Pathway investment loss	-	5,752
Life members provision in advance	3,950	(3,950)
Investment income and bank interest received	(44,534)	(41,019)
Decrease/(Increase) in stocks	23,599	(3,953)
Decrease/(Increase) in debtors	155,024	42,355
(Decrease) in creditors	(237,705)	(237,769)
Net cash (outflow)/inflow from operating activities	(521,271)	364,870

Change in cash and cash equivalents in the reporting period

	At 1 January 2022 £	Change In cash £	At 31 December 2022 £
Bank balances and cash in hand	2,249,062	(466,708)	1,782,354

Reconciliation of Net Debts

	At 1 January 2022	Cash flow	At 31 December 2022
Cash	2,249,062	(466,708)	1,782,354
Loans due within one year	(57,143)	(11,428)	(68,571)
Loans due after one year	(114,286)	56,753	(57,533)
Totals	2,077,633	(421,383)	1,656,250

The notes on pages 29 to 54 form part of these financial statements.

Notes to the Accounts

1. ACCOUNTING POLICIES

1.1 Basis of accounting

The consolidated 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 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

CILIP's functional currency is pounds sterling and the address is Room 150, British Library, 96 Euston Road, London, NW1 2DB.

CILIP is a charity under Royal Charter and 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 policy note(s).

The consolidated financial statements presented show the consolidated statement of financial activities, balance sheet and cash flows of the CILIP Group for the year ended 31 December 2022. The CILIP Group financial statements consolidate the accounts of CILIP as a charity and CILIP Pathways Ltd wholly owned trading subsidiary on a line-by-line basis.

Going concern

These financial statements are prepared on the going concern basis. The trustees have considered the impact of the COVID-19 crisis on the going concern assumptions. The Finance and Audit Risk committee has reviewed and approved a detailed impact assessment presented by the Chief Executive Officer, Director of Transformation and Head of Finance on 30th June 2022.

Although the most severe implications of the COVID-19 pandemic appear to have passed in the UK, there are still some uncertainties about the long-term effect on income. Trustees are satisfied that an effective plan and risk controls are in place to enable the organisation to transition from its existing premises at 7 Ridgmount Street to a stable future operating model.

Having reviewed the funding facilities available to CILIP together with the expected future cash flows in financial years 2022 and 2023, the Trustees have a reasonable expectation that CILIP has adequate resources to continue its activities for the foreseeable future and consider that there were no material uncertainties over CILIP's financial viability. Accordingly, the trustees are of the view that CILIP is a going concern.

The particular accounting policies adopted by the Trustees described below and have been applied consistently throughout the current and preceding year.

1.2 Income

All income is included in the Statement of Financial Activities (SOFA) when CILIP is legally entitled to them as income or capital respectively, ultimate receipt is reasonably certain and the amount to be recognised quantified with reasonable accuracy.

- 1.2.1 Membership income: is the subscription received from members to buy a right to services and other benefits and this is recognised as income earned from the provision of goods and services as income from charitable activities.

1.2.2 Income from rent, royalties, interest, dividend and other income is accounted for when receivable and can be measured reliably by CILIP.

1.2.3 Income received in advance of specified service is deferred until the criteria for income recognition are met (see note 14)

1.2.4 Donation and grants income: is recognised when there is evidence of entitlement to the gift, receipt is probable and the amount can be measured reliably.

1.2.5 Government grants income: are accounted for when receivable, as long as there is evidence of entitlement, receipt is probable and the amount can be measured reliably.

1.2.6 Legacy: receipt of a legacy is recognised when it is probable that it will be received. Legacy receipt is probable when:

- there has been grant of probate
- the executors have established that there are sufficient assets in the estate, after settling any liabilities, to pay legacy and
- any conditions attached to the legacy are either within the control of the charity or have been met.

1.3 Expenditure and irrecoverable VAT

1.3.1 All expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party on an accruals basis, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure has been classified under headings that aggregate all costs related to each activity. Where costs cannot be directly attributed to a particular heading, they have been allocated to activities on a basis consistent with the use of the resource.

1.3.2 Support costs have been allocated to activities on the following basis:

Building costs	Square footage occupied
ICT and Personnel costs	Per Capita basis
Finance costs	Estimated time spent
Governance costs	Proportion of total charitable expenditure and cost of raising funds

Governance costs relate to the organisational administration in compliance with constitutional and statutory requirements.

Costs of raising funds are primarily those incurred in raising funds for CILIP's charitable activities.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

1.4 Operating leases

Rental incomes under operating leases where substantially all of the benefits and risks of ownership remain with the lessors are recognised in the statement of financial activities as income.

1.5 Employee benefits

Short term benefits

Short term benefits including holiday pay are recognised as an expense in the period in which the service is received.

Employee termination benefits

Termination benefits are accounted for on an accruals basis and in line with FRS 102.

1.6 Tangible fixed assets and depreciation

Freehold property: revaluation to market value every year has been adopted. In any accounting period where a revaluation is not undertaken an impairment review will be conducted and provision would be made for any impairment.

Depreciation: is charged at the following rates, which are expected to reduce the assets to their net realisable values over their expected lives:

Furniture, fixtures and equipment	20% per annum on cost
Computers and programs	25% per annum on cost
Plant and machinery	Various rate

All tangible fixed assets are capitalised, subject to a cost threshold of £1,000.

1.7 Investments

Investments are listed on a recognised stock exchange and stated at fair value at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year.

1.8 Stocks

Stocks are valued at the lower of cost and net realisable value after making allowance for any obsolete or slow-moving items. In the case of work in progress and finished goods, costs consist of direct materials, direct labour and attributable overheads. Net realisable value means estimated selling price less all further costs to completion and all costs to be incurred in marketing, selling and distribution.

1.9 Financial instruments

CILIP has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value. Fixed assets are recorded at depreciated historical cost and investments are recorded at fair value, being the closing market value, with unrecognised gains or losses being posted to the SOFA. All other assets and liabilities are recorded at cost which is their fair value.

1.10 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.11 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term deposits with a short maturity of three months or less from the date of opening of the deposit or similar account.

1.12 Creditors and Provisions

Creditors and provisions are recognised when CILIP has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

1.13 Fund accounting

1.13.1 Unrestricted funds: are available for use at the discretion of the trustees in furtherance of the general objectives of the organisation and which have not been designated for other purposes.

1.13.2 Designated funds: comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in note 17.

1.13.3 Restricted funds: which are detailed in note 16, are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds, where applicable, are charged against the specific fund.

1.14 Accounting judgements and estimates

In preparing these financial statements, management has made judgements, estimates and assumptions in the reported defined benefit pension scheme and property valuation in the disclosures made in the financial statements. Estimates, assumptions and judgements are continually evaluated and are based on historic experience and other factors, including expectations of future events that are believed to be reasonable.

1.15 CILIP operates two pension schemes:

1.15.1 CILIP operates a defined benefit pension scheme on behalf of employees.

The assets of the scheme are held separately from those of CILIP in an independently administered fund. The scheme is funded by contributions from the employer in accordance with the recommendations of independent qualified actuaries on the basis of triennial valuations. The Pensions Act 2004 sets out a statutory funding objective: that every pension scheme must have sufficient and appropriate assets to cover its funding target (referred to in legislation as Technical Provisions) and if there is a shortfall the trustees and the employer are required to agree a Recovery Plan to make this good. The Pension Scheme trustees have accepted a charge of the full value of the building secured on the freehold property against the shortfall. The pension scheme was closed to new members on 1 April 2009 and was closed to existing members for further accruals from 31 March 2011.

For CILIP's defined benefit pension scheme the amounts charged in arriving at net income/ (expenditure) in the Statement of Financial Activities are the expenses and net interest costs & income, employer's contributions and benefits paid. Actuarial gains and losses are also recognised in the SOFA together with other recognised gains and losses. Further details of the defined benefit pension scheme are set out in note 22.

1.15.2 CILIP also operates a defined contribution pension scheme.

Payments made by CILIP into the group stakeholder salary sacrifice pension scheme on behalf of individual employees are charged to the Statement of Financial Activities as incurred.

2A CHARITY – 2022 STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted funds			Restricted funds	Total 2022	Total 2021
		Central operations	Member Networks	Designated fund			
		£	£	£	£	£	£
INCOME							
<i>Income from charitable activities</i>							
Members' subscriptions		1,211,428	-	-	-	1,211,428	1,186,537
Training, Events, Conferences		392,393	155,180	-	-	547,573	328,543
Publications		814,966	19,072	-	-	834,038	642,063
Professional Services		68,096	37,427	-	-	105,523	238,109
		2,486,883	211,679	-	-	2,698,562	2,395,252
<i>Income from trading activities</i>							
Rent & Service charge		797,039	-	-	-	797,039	815,605
<i>Income from grants, donations and legacies</i>							
Grant-Coronavirus Job Retention scheme		-	-	-	-	-	23,096
Grant-Govt. CBIL loan interest paid		-	-	-	-	-	4,535
Grant-Government Recovery fund scheme		-	-	-	-	-	620,000
Grant-Others		-	-	-	207,775	207,775	131,000
Donations from individuals		9,241	-	-	-	9,241	2,028
Legacies		-	-	-	-	-	-
<i>Income from investment</i>							
Income from quoted investments and bank interest	3	23,820	1,360	-	19,354	44,534	41,018
TOTAL INCOME		3,316,983	213,039	-	227,129	3,757,151	4,032,534
EXPENDITURE							
<i>Expenditure on charitable activities</i>							
Training, Events & Conferences		251,833	152,684	-	-	404,517	154,389
Publications		389,050	5,495	-	-	394,545	318,798
Professional services		2,752,395	51,394	147,651	266,677	3,218,117	3,158,655
		3,393,278	209,573	147,651	266,677	4,017,179	3,631,842
<i>Expenditure on raising funds</i>							
Services to tenants		238,581	-	-	-	238,581	238,267
TOTAL EXPENDITURE	4	3,631,859	209,573	147,651	266,677	4,255,760	3,870,109
Net income/(expenditure) before investment gains and losses		(314,876)	3,466	(147,651)	(39,548)	(498,609)	162,425
Net gain/(losses) on investment assets	10	(21,561)	-	-	(32,191)	(53,752)	114,886
NET INCOME / (EXPENDITURE)		(336,437)	3,466	(147,651)	(71,739)	(552,361)	277,311
Transfers between funds	18						-
<i>Other recognised gains/(losses)</i>							
Revaluation of tangible fixed assets	9	(1,225,000)	-	-	-	(1,225,000)	4,374,000
Actuarial gains/(losses) on defined benefit scheme	22	496,000	-	-	-	496,000	2,480,000
NET MOVEMENT IN FUNDS		(1,065,437)	3,466	(147,651)	(71,739)	(1,281,361)	7,131,311
Total funds brought forward		20,649,313	693,294	1,811,415	786,458	23,940,480	16,809,169
Total Fund carried forward		19,583,876	696,760	1,663,764	714,719	22,659,119	23,940,480

2B CHARITY COMPARATIVE – 2021 STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted funds			Restricted	Total	Total
		Central	Member	Designated	funds	2021	2020
		operations	Networks	fund			Restated
		£	£	£	£	£	
INCOME							
<i>Income from charitable activities</i>							
Members' subscriptions		1,186,537	-	-	-	1,186,537	1,009,480
Training, Events, Conferences		258,479	70,064	-	-	328,543	273,417
Publications		622,367	19,696	-	-	642,063	555,142
Professional Services		126,226	51,046	17,628	43,209	238,109	262,404
		<u>2,193,609</u>	<u>140,806</u>	<u>17,628</u>	<u>43,209</u>	2,395,252	2,100,443
<i>Income from trading activities</i>							
Rent & Service charge		815,605	-	-	-	815,605	878,081
<i>Income from grants, donations and legacies</i>							
Grant-Coronavirus Job Retention scheme		23,096	-	-	-	23,096	159,807
Grant-Govt. CBIL loan interest paid		4,535	-	-	-	4,535	-
Grant-Government Recovery fund scheme		-	-	-	620,000	620,000	623,000
Grant-Others		-	-	-	131,000	131,000	70,500
Donations from individuals		2,028	-	-	-	2,028	23,238
Legacies		-	-	-	-	-	41,665
<i>Income from investment</i>							
Income from quoted investments and bank interest	3	19,957	2,321	-	18,740	41,018	49,585
TOTAL INCOME		3,058,830	143,127	17,628	812,949	4,032,534	3,946,319
EXPENDITURE							
<i>Expenditure on charitable activities</i>							
Training, Events & Conferences		152,553	1,836	-	-	154,389	(243,858)
Publications		314,461	4,337	-	-	318,798	(443,752)
Professional services		1,937,208	122,575	56,046	1,042,826	3,158,655	(2,944,283)
		<u>2,404,222</u>	<u>128,748</u>	<u>56,046</u>	<u>1,042,826</u>	3,631,842	(3,631,893)
<i>Expenditure on raising funds</i>							
Services to tenants		238,267	-	-	-	238,267	(239,300)
TOTAL EXPENDITURE	4	2,642,489	128,748	56,046	1,042,826	3,870,109	(3,871,193)
Net income/(expenditure) before investment gains and losses		416,341	14,379	(38,418)	(229,877)	162,425	75,126
Net gain/(losses) on investment assets	10	48,250	-	-	66,636	114,886	(181,041)
NET INCOME / (EXPENDITURE)		464,591	14,379	(38,418)	(163,241)	277,311	(105,915)
Transfers between funds	18	(37,560)	-	37,560	-	-	-
<i>Other recognised gains/(losses)</i>							
Revaluation of tangible fixed assets	9	4,374,000	-	-	-	4,374,000	676,000
Actuarial gains/(losses) on defined benefit scheme	22	2,480,000	-	-	-	2,480,000	(1,032,000)
NET MOVEMENT IN FUNDS		7,281,031	14,379	(858)	(163,241)	7,131,311	(461,915)
Total funds brought forward		13,368,282	678,915	1,812,273	949,699	16,809,169	17,325,118
Prior year adjustments	27	-	-	-	-	-	(54,034)
Updated brought forward balance		<u>13,368,282</u>	<u>678,915</u>	<u>1,812,273</u>	<u>949,699</u>	16,809,169	17,271,084
Total Fund carried forward		20,649,313	693,294	1,811,415	786,458	23,940,480	16,809,169

3 INVESTMENT INCOME AND BANK INTEREST – GROUP

	2022					2021				
	Unrestricted fund					Unrestricted fund				
	Central operation	Member Network	Designated fund	Restricted fund	Total	Central operation	Member Networks	Designated fund	Restricted fund	Total
	£	£	£	£	£	£	£	£	£	£
Investment income	23,523	1,360	-	19,349	44,232	19,660	2,321	-	18,735	40,716
Bank interest	297	-	-	5	302	297	-	-	5	302
Totals	<u>23,820</u>	<u>1,360</u>	<u>-</u>	<u>19,354</u>	<u>44,534</u>	<u>19,957</u>	<u>2,321</u>	<u>-</u>	<u>18,740</u>	<u>41,018</u>

4 TOTAL EXPENDITURE – GROUP

	Direct costs	Support costs	Totals 2022	Totals 2021
	£	£	£	£
<i>Charitable activities</i>				
Training, Events & Conferences	380,501	24,016	404,517	154,389
Publications	329,566	64,979	394,545	318,798
Professional services	<u>2,659,381</u>	<u>558,736</u>	<u>3,218,117</u>	<u>3,158,655</u>
Total Charitable expenditure	3,369,448	647,731	4,017,179	3,631,842
<i>Cost of raising funds</i>				
CILIP Pathways Ltd	35,311	-	35,311	36,998
Services to tenants	-	<u>238,581</u>	<u>238,581</u>	<u>238,267</u>
Total Expenditure	<u>3,404,759</u>	<u>886,312</u>	<u>4,291,071</u>	<u>3,907,107</u>

In 2022 Professional services includes net defined benefit pension costs of £492,000, in 2021 it was £363,000.

4B COMPARATIVE 2021 TOTAL EXPENDITURE – GROUP

	Direct costs	Support costs	Totals 2021	Totals 2020 Restated
	£	£	£	£
<i>Charitable activities</i>				
Training, Events & Conferences	128,939	25,450	154,389	243,858
Publications	256,460	62,338	318,798	443,752
Professional services	<u>2,657,030</u>	<u>501,625</u>	<u>3,158,655</u>	<u>2,944,283</u>
Total Charitable expenditure	3,042,429	589,413	3,631,842	3,631,893
<i>Cost of raising funds</i>				
CILIP Pathways Ltd	36,998	-	36,998	27,754
Services to tenants	-	<u>238,267</u>	<u>238,267</u>	<u>239,300</u>
Total Expenditure	<u>3,079,427</u>	<u>827,680</u>	<u>3,907,107</u>	<u>3,898,947</u>

5 SUPPORT COSTS - GROUP

	Finance	Personnel	Building	ICT	Governance	Total 2022	Total 2021
	£	£	£	£	£	£	£
Training, Events & Conferences	7,612	3,029	1,246	9,006	3,123	24,016	25,450
Publications	20,299	12,114	3,726	24,015	4,825	64,979	62,338
Professional services	182,695	93,878	16,879	231,148	34,136	558,736	501,625
Services to tenants	7,612	-	219,004	9,006	2,959	238,581	238,267
Total Support Costs	218,218	109,021	240,855	273,175	45,043	886,312	827,680
2021 Support costs	157,717	88,251	240,303	288,814	52,595	827,680	

5B COMPARATIVE 2021 SUPPORT COSTS - GROUP

	Finance	Personnel	Building	ICT	Governance	Total 2021	Total 2020
	£	£	£	£	£	£	£
Training, Events & Conferences	5,502	6,086	1,243	9,521	3,098	25,450	26,312
Publications	14,671	12,173	3,718	25,390	6,386	62,338	66,331
Professional services	132,042	69,992	16,840	244,382	38,369	501,625	518,222
Services to tenants	5,502	-	218,502	9,521	4,742	238,267	239,300
Total Support Costs	157,717	88,251	240,303	288,814	52,595	827,680	850,165
2020 Support costs	153,883	113,261	242,500	287,338	53,183	850,165	

Basis for the support cost allocation

Support costs allocated to activities as follows:

Building costs	Square footage occupied (includes insurance, lighting, heating, maintenance, cleaning and reception costs)
ICT and Human resources costs	Per Capita basis
Finance costs	Estimated time spent
Governance cost	Proportion of total charitable and cost of raising funds

6 STAFF COSTS – GROUP

	2022	2021
	£	£
Wages and salaries	1,730,666	1,619,592
Social Security costs	176,815	153,456
Pension costs	143,403	693,160
Redundancy costs	30,920	-
	2,081,804	2,466,208

In addition, to the staff costs above, CILIP in 2022 used the services of agency staff whilst awaiting the recruitment to vacant posts making a total cost of £22,415 (2021: £6,059).

The number of employees whose emoluments exceeded £60,000 in the year was:

	2022	2021
	Number	Number
£60,001 to £70,000	1	-
£80,001 to £90,000	1	1
Total	<u>2</u>	<u>1</u>

Employer's pension contribution for higher earners totalled £14,755 (2021: £9,864).

The key management personnel of CILIP, comprises the trustees, member network committee members, the Chief Executive Officer, Director of Transformation, Chief Development Officer and the rest of the senior leadership team. The total employee benefits for the key management personnel were £561,756 (2021: £663,136). No trustee and member network committee members received any remuneration from CILIP.

The average monthly employee head count was 47 (2021: 47) and the average number of full-time equivalent analysed by function, was:

	2022	2021
	Number	Number
Business services	8	7
Professional services	33	33
Support services	2	2
	<u>43</u>	<u>42</u>

7 TRUSTEES' REMUNERATION AND EXPENSES – GROUP

No trustee has received any remuneration from CILIP during the year (2021: nil). Expenses totalling £416 (2021: Nil) were reimbursed to trustees for travel, subsistence, amounts directly paid to third parties and other out-of-pocket costs incurred in attending meetings. During the year the charity paid £969 (2021: £2,070) in respect of trustees' indemnity insurance on behalf of the trustees. See Related Parties note 24 for arm's length payments to trustees.

8 NET EXPENDITURE FOR THE YEAR – GROUP

	2022	2021
	£	£
Net outgoing expenditure from operations for the year are stated after charging:		
Auditors' remuneration:		
Fees payable to CILIP's auditors for the audit of the annual accounts	17,650	15,000
Fees payable to CILIP's auditors for the audit of CILIP Pathways accounts	6,450	2,150
Fees payable to CILIP's auditors for the audit of CILIP Benevolent Fund annual accounts	<u>1,200</u>	<u>1,000</u>
	<u>25,300</u>	<u>18,150</u>
Depreciation of tangible fixed assets:	<u>8,440</u>	<u>56,046</u>

9 TANGIBLE FIXED ASSETS – CHARITY AND GROUP

	Freehold land and buildings	Furniture, fixtures and equipment	Computers and programs	Web enhancement	Total
	£	£	£	£	£
Cost or valuation					
At 1 January 2022	26,250,000	202,822	355,327	302,218	27,110,367
Additions in the year	-	-	1,399	-	1,399
Revaluation	(1,225,000)	-	-	-	(1,225,000)
At 31 December 2022	25,025,000	202,822	356,726	302,218	25,886,766
Depreciation					
At 1 January 2022	-	182,719	341,888	302,218	826,825
Charge for the year	-	2,234	6,206	-	8,440
At 31 December 2022	-	184,953	348,094	302,218	835,265
Net book value					
At 1 January 2022	26,250,000	20,103	13,439	-	26,283,542
At 31 December 2022	25,025,000	17,868	8,633	-	25,051,501

The historic cost of freehold land and buildings was £1,625,504. In March 2012, the charge over the freehold and buildings in favour of the CILIP Pension and Assurance Scheme increased to the full value. The freehold land and buildings value stated above based on the valuation of the building as at 31st December 2022 prior to the building being sold in 2023.

9B COMPARATIVE 2021 TANGIBLE FIXED ASSETS – CHARITY AND GROUP

	Freehold land and buildings	Furniture, fixtures and equipment	Computers and programs	Web enhancement	Total
	£	£	£	£	£
Cost or valuation					
At 1 January 2021	21,876,000	202,822	352,771	302,218	22,733,811
Additions in the year	-	-	2,556	-	2,556
Revaluation	4,374,000	-	-	-	4,374,000
At 31 December 2021	26,250,000	202,822	355,327	302,218	27,110,367
Depreciation					
At 1 January 2021	-	180,485	334,251	256,043	770,779
Charge for the year	-	2,234	7,637	46,175	56,046
At 31 December 2021	-	182,719	341,888	302,218	826,825
Net book value					
At 1 January 2021	21,876,000	22,337	18,520	46,175	21,963,032
At 31 December 2021	26,250,000	20,103	13,439	-	26,283,542

10 INVESTMENTS – CHARITY AND GROUP

Quoted Investments		2022	2021	
		£	£	
Fixed Asset Long term Investments				
Market value at 1 January		564,714	498,078	
Unrealised (losses)/gains on revaluation of investment portfolio		(32,190)	66,636	
Market value at 31 December		532,524	564,714	
<i>Historical Cost at 31 December</i>		<i>233,715</i>	<i>233,715</i>	
Fixed Asset Short term Investments				
Market value at 1 January		414,455	366,205	
Unrealised (losses)/gains on revaluation of investment portfolio		(21,561)	48,250	
Market value at 31 December		392,894	414,455	
<i>Historical Cost at 31 December</i>		<i>189,315</i>	<i>189,315</i>	
Long- and Short-term investment holdings over 5%				
	2022	2022	2021	2021
M&G Charifund	61,016 units	£955,307	61,016 units	£979,169
Unlisted subsidiary –				
Library Association Publishing Limited	Nil-dissolved	Nil-dissolved	Nil-dissolved	Nil-dissolved

11 INVESTMENT IN SUBSIDIARY COMPANIES

At 31 December 2022 and 31 December 2021 the institute held the following investments:

Name of Company	Country of registration	Holding And operation	Proportion	Nature of business
CILIP Pathways Limited	England	Company limited by Guarantee and not having a share capital	100%	Apprenticeship assessment

Other investments:

Library Services Limited

At 31 December 2022 and at 31 December 2021, CILIP held one share, out of 1,000 shares issued, in Library Services Limited.

CILIP Pathways Limited (registered company no: 12497166)

CILIP Pathways Limited incorporated on 4th March 2020 as a trading subsidiary of the parent charity, CILIP. CILIP Pathways Ltd was set up to conduct assessment of apprenticeships. The customers are the employers of apprentices, the apprentices and apprenticeship-training providers.

Details of the trading activities are set out below:

	Pathways Ltd	Pathways Ltd
	2022	2021
	£	£
Turnover	91,875	54,000
Cost of sales	<u>(21,480)</u>	<u>(9,322)</u>
Gross Profit	70,395	44,678
Administration expenses	(13,831)	(27,676)
Other operating income	<u>-</u>	<u>5,000</u>
Operating Profit/(loss)	56,564	22,002
Loss carried forward against future profit	<u>(5,752)</u>	<u>(27,754)</u>
	50,812	(5,752)
Taxation	<u>-</u>	<u>-</u>
Profit/(Loss) after tax	<u>50,812</u>	<u>(5,752)</u>

Summarised statement of financial position:

	2022	2021
	£	£
Debtors	5,700	7,668
Cash	<u>124,113</u>	<u>2,180</u>
Current assets	128,613	9,848
Creditors: falling due within one year		
Creditors and accrued charges	(79,001)	(15,600)
Provision for liabilities and charges	<u>-</u>	<u>-</u>
Total net assets	<u>50,812</u>	<u>(5,752)</u>
Capital and reserves	<u>50,812</u>	<u>(5,752)</u>

12 STOCK – CHARITY AND GROUP

	2022	2021
	£	£
Finished books	69,443	83,666
Work in progress books	2,020	11,395
Total stocks	<u>71,463</u>	<u>95,061</u>

13 DEBTORS

	Group	Charity	Group	Charity
	2022	2022	2021	2021
	£	£	£	£
Amounts due within one year:				
Trade debtors	261,599	261,599	310,692	310,692
Prepayment	77,125	77,125	34,599	34,599
Other debtors	84,707	109,908	233,164	225,496
Total debtors	<u>423,431</u>	<u>448,632</u>	<u>578,455</u>	<u>570,787</u>

	Group	Charity	Group	Charity
	2022	2022	2021	2021
	£	£	£	£
Amounts falling due within one year:				
Trade creditors	144,549	144,549	538,271	538,271
Other taxes and social security	75,698	75,698	44,224	44,224
Other creditors	38,354	26,673	40,318	24,718
CBIL Loan	68,571	68,571	57,143	57,143
Deferred income (see below)	488,964	458,994	367,466	361,296
Accruals	220,568	214,118	135,557	141,727
Total creditors	1,036,704	988,603	1,182,979	1,167,379

CBIL loan was used to supplement CILIP's operations between June and September 2020 due to the impact of the pandemic on CILIP's income. The loan is repayable over forty two months and the interest rate is 1.85% above the bank of England base rate.

	2022	2021
	£	£
Amount due within one year	68,571	57,143
Amount due one to two years	34,286	114,286
	<u>102,857</u>	<u>171,429</u>

Deferred income reconciliation – group

	At 1 January 2022	Amount released	Amount deferred	At 31 December 2022
	£	£	£	£
Rental income	126,973	(126,973)	184,098	184,098
Conference income	6,005	(6,005)	6,035	6,035
Training income	12,771	(12,771)	13,051	13,051
Membership subscription	161,513	(161,513)	201,776	201,776
Lift replacement income	54,034	-	-	54,034
Pathways contract income	6,170	(1,200)	25,000	29,970
	<u>367,466</u>	<u>(308,462)</u>	<u>429,960</u>	<u>488,964</u>

Deferred income reconciliation – charity

	At 1 January 2022	Amount released	Amount deferred	At 31 December 2022
	£	£	£	£
Rental income	126,973	(126,973)	184,098	184,098
Conference income	6,005	(6,005)	6,035	6,035
Training income	12,771	(12,771)	13,051	13,051
Membership subscription	161,513	(161,513)	201,776	201,776
Lift replacement income	54,034	-	-	54,034
	<u>361,296</u>	<u>(307,262)</u>	<u>404,960</u>	<u>458,994</u>

Deferred income comprises advance rental, conference, training vouchers and membership income; plus contract income for CILIP Pathways Ltd. Deferred income released and deferred in 2022 analysed above.

15 FINANCIAL INSTRUMENTS

	Group 2022	Charity 2022	Group 2021	Charity 2021
	£	£	£	£
Financial assets measured at fair value (a)	925,419	925,419	979,169	979,169
Financial assets measured at amortised cost (b)	2,128,660	2,029,747	2,792,918	2,783,071
Financial liabilities measured at amortised cost (c)	(529,575)	(511,444)	(1,081,612)	(1,123,155)
Net financial assets measured at amortised cost	<u>2,524,504</u>	<u>2,443,722</u>	<u>2,690,475</u>	<u>2,639,085</u>

- (a) Financial assets measured at fair value include investments.
- (b) Financial assets measured at amortised cost include: short term deposits, cash in hand, trade debtors and other debtors.
- (c) Financial liabilities measured at amortised cost include trade creditors, other creditors and accruals.

16 RESTRICTED FUNDS – CHARITY AND GROUP

	At 1 January 2022	Income	Expenditure	net gains	Transfer	At 31 December 2022
	£	£	£	£	£	£
Mitchell Memorial Fund	8,774	-	(175)	-	-	8,599
Anthony Thompson Scholarship Fund	9,823	-	(183)	(678)	-	8,962
Arundell Esdaile Memorial Fund	2,785	-	(52)	(176)	-	2,557
Catherine Hamilton Memorial Prize	1,120	-	(22)	-	-	1,098
K Pierce - legacy	11,420	-	(214)	(724)	-	10,482
F Robinson - legacy	14,079	-	(264)	(892)	-	12,923
Colin Mears – legacy	388,797	20,679	(18,313)	(20,212)	-	370,951
D Chilcot – legacy	13,662	-	(273)	-	-	13,389
Bob McKee-CILIP/IFLA Award	99	-	(2)	-	-	97
Foyle Foundation	-	-	-	-	-	-
ACE-Working internationally project	-	-	-	-	-	-
ACE-Independent review of Public Library	5,975	-	(5,813)	-	-	162
Financing						
Govt-COVID19 Recovery Fund	-	-	-	-	-	-
Govt-COVID19 2 nd Round Recovery Fund	-	-	-	-	-	-
Green Libraries	-	146,700	(131,240)	-	-	15,460
ACE-Future skills in Public Libraries	80,000	32,000	(48,071)	-	-	63,929
ACE-Working internationally Phase2	36,000	-	(31,000)	-	-	5,000
Workforce mapping project	39,000	-	(20,000)	-	-	19,000
Designing Libraries	4,209	27,750	(11,055)	-	-	20,904
	615,743	227,129	(266,677)	(22,682)	-	553,513
GA Cooks legacy – CILIP Cymru	170,715	-	-	(9,509)	-	161,206
Total Restricted Funds	786,458	227,129	(266,677)	(32,191)	-	714,719

16B COMPARATIVE 2021 RESTRICTED FUNDS – CHARITY AND GROUP

	At 1 January 2021	Income	Expenditure	net gains	Transfer	At 31 December 2021
	£	£	£	£	£	£
Mitchell Memorial Fund	8,953	-	(179)	-	-	8,774
Anthony Thompson Scholarship Fund	8,608	406	(200)	1,009	-	9,823
Arundell Esdaile Memorial Fund	2,474	106	(57)	262	-	2,785
Catherine Hamilton Memorial Prize	1,743	-	(623)	-	-	1,120
K Pierce - legacy	10,143	434	(233)	1,076	-	11,420
F Robinson - legacy	12,495	534	(276)	1,326	-	14,079
Colin Mears – legacy	344,864	17,260	(16,146)	42,819	-	388,797
D Chilcot – legacy	13,941	-	(279)	-	-	13,662
Bob McKee-CILIP/IFLA Award	101	-	(2)	-	-	99
Foyle Foundation	6,034	-	(6,034)	-	-	-
ACE-Working internationally project	62,336	15,000	(77,336)	-	-	-
ACE-Independent review of Public Library Financing	18,000	-	(12,025)	-	-	5,975
Govt-COVID19 Recovery Fund	309,436	-	(309,436)	-	-	-
Govt-COVID19 2 nd Round Recovery Fund	-	320,000	(320,000)	-	-	-
Govt-COVID19 Continuity Fund	-	300,000	(300,000)	-	-	-
ACE-Future skills in Public Libraries	-	80,000	-	-	-	80,000
ACE-Working internationally Phase2	-	36,000	-	-	-	36,000
Workforce mapping project	-	39,000	-	-	-	39,000
Designing Libraries	-	4,209	-	-	-	4,209
	799,128	812,949	(1,042,826)	46,492	-	615,743
GA Cooks legacy – CILIP Cymru	150,571	-	-	20,144	-	170,715
Total Restricted Funds	949,699	812,949	(1,042,826)	66,636	-	786,458

The Mitchell Memorial Fund provides loans to members to fund full or part-time study to further their careers. CILIP's Board of Trustees merged Henrik Jones Memorial Prize with the Mitchell Memorial fund in 2017 because postgraduate course no longer offered at the University of Brighton.

Anthony Thompson Scholarship Fund enables a qualified library and information professional from outside the UK to visit and study some aspects of UK library and information work for two to three weeks. The International Library and Information Group (CILIP special interest group) manage the award for CILIP.

Arundell Esdaile Memorial Fund was set up to endow a lecture given periodically on librarianship and bibliography. Only the interest from the fund may be used.

Catherine Hamilton Memorial Prize awarded for the most outstanding Master's dissertation in the broad area of information retrieval or electronic text management.

K Pierce – legacy assists librarians to carry out engagements which would further the interests of librarianship in attending conferences overseas (not IFLA).

F Robinson – legacy was set up to reward innovation in library administration and particularly aimed at para professionals. Only the interest from the fund may be used.

The Colin Mears legacy provides funds for the Colin Mears Awards for the illustration of children's books.

The D Chilcot legacy provides funds to be utilised for information facilities at CILIP and education purposes.

Bob McKee-CILIP/IFLA Aspire award helps new professionals develop through networking at UK and international events. IFLA provides an international bursary to support new professionals.

Foyle Foundation; provided the grant to commission a research to look into the level of school library provision in the UK.

ACE, working internationally project; this is a two-year programme to promote international working for public libraries in England.

Arts Council England (ACE) grant given for the independent review of Public Libraries financing.

Govt-1st&2nd COVID19 Recovery Fund; was given by the government towards CILIP sustainability due to the impact of COVID19 lock down on CILIP's operations.

Govt-COVID19 Continuity fund grant given to part-settled the Defined Benefit Pension debt incurred due to the impact of the pandemic lockdown.

ACE-Future skills in Public libraries grant given for the Induction pack and digital skills training for public libraries workforce.

ACE-Working internationally Phase 2 grant given to continue to develop international working for public libraries in England.

Workforce mapping project is a consortium of organisations embarking on mapping libraries and information manager's workforce within the United Kingdom.

Designing Libraries is a Community Interest Company that CILIP currently supports until they are able to operate independently.

The GA Cooks legacy; was donated for use by the Welsh Member Network of CILIP.

17 DESIGNATED FUNDS – CHARITY AND GROUP

The following designated funds have been set aside out of unrestricted funds for specific purposes:

	At 1 January 2022	Income	Expenditure	Transfer	At 31 December 2022
	£	£	£	£	
Fixed asset Reserve	1,659,045	-	(138,633)	-	1,520,412
Development fund	152,370	-	(9,018)	-	143,352
	1,811,415	-	(147,651)	-	1,663,764

17B COMPARATIVE 2021 DESIGNATED FUNDS – CHARITY AND GROUP

	At 1 January 2021	Income	Expenditure	Transfer	At 31 December 2021
	£	£	£	£	
Fixed asset Reserve	1,712,535	-	(56,046)	2,556	1,659,045
Development fund	99,738	17,628	-	35,004	152,370
	1,812,273	17,628	(56,046)	37,560	1,811,415

The fixed asset reserve is established to represent the net book value of fixed assets, which is not attributable to other reserves, it excludes the revaluation reserve on the building.

The development reserve has been set aside for a number of one-off projects to enhance the effectiveness of CILIP services for its members.

18 TRANSFER BETWEEN FUNDS

	2022				2021			
	Unrestricted fund				Unrestricted fund			
	Central operations	Member Networks	Designated fund	Restricted fund	Central operations	Member Networks	Designated fund	Restricted fund
	£		£		£		£	
Fixed Asset transfer	-	-	-	-	(2,556)	-	2,556	-
Development fund transfer	-	-	-	-	(35,004)	-	35,004	-
Totals	-	-	-	-	(37,560)	-	37,560	-

In 2022 and 2021, fixed asset acquisitions transferred from central operations to designated funds. In 2022 and 2021, funds transferred from central operations to designated fund to cover the costs of major works on the central office building.

19 UNRESTRICTED FUNDS

<i>Group Unrestricted funds</i>	At			Gains	Transfers	At	
	1 January					31 December	
	2022	Income	Expenditure			2022	2022
	£	£	£	£	£	£	
Revaluation Reserve	24,624,496	-	-	(1,225,000)	-	23,399,496	
Pension Reserve (note 20)	(4,934,000)	-	(12,000)	496,000	-	(4,450,000)	
Central operations fund	958,817	3,316,983	(3,619,859)	(21,561)	-	634,380	
CILIP Pathways ltd funds	(5,752)	91,875	(35,311)	-	-	50,812	
Member Networks	693,294	213,039	(209,573)	-	-	696,760	
	21,336,855	3,621,897	(3,876,743)	(750,561)	-	20,331,448	

<i>Charity Unrestricted funds</i>	At			Gains	Transfers	At	
	1 January					31 December	
	2022	Income	Expenditure			2022	2022
	£	£	£	£	£	£	
Revaluation Reserve	24,624,496	-	-	(1,225,000)	-	23,399,496	
Pension Reserve (note 20)	(4,934,000)	-	(12,000)	496,000	-	(4,450,000)	
Central operations fund	958,817	3,316,983	(3,619,859)	(21,561)	-	634,380	
Member Networks	693,294	213,039	(209,573)	-	-	696,760	
	21,342,607	3,530,022	(3,841,432)	(750,561)	-	20,280,636	

19B COMPARATIVE 2021 UNRESTRICTED FUNDS

<i>Group Unrestricted funds</i>	At					At
	1 January			Gains	Transfers	31 December
	2021	Income	Expenditure			2021
	Restated					
	£	£	£	£	£	£
Revaluation Reserve	20,250,496	-	-	4,374,000	-	24,624,496
Pension Reserve (note 20)	(7,051,000)	-	(363,000)	2,480,000	-	(4,934,000)
Central operations fund	168,786	3,058,829	(2,279,489)	48,251	(37,560)	958,817
CILIP Pathways Ltd funds	(27,754)	59,000	(36,998)	-	-	(5,752)
Member Networks	678,915	143,127	(128,748)	-	-	693,294
	14,019,443	3,260,956	(2,808,235)	6,902,251	(37,560)	21,336,855

<i>Charity Unrestricted funds</i>	At					At
	1 January			Gains	Transfers	31 December
	2021	Income	Expenditure			2021
		£	£	£	£	£
Revaluation Reserve	20,250,496	-	-	4,374,000	-	24,624,496
Pension Reserve (note 20)	(7,051,000)	-	(363,000)	2,480,000	-	(4,934,000)
Central operations fund	168,786	3,058,829	(2,279,489)	48,251	(37,560)	958,817
Member Networks	678,915	143,127	(128,748)	-	-	693,294
	14,047,197	3,201,956	(2,771,237)	6,902,251	(37,560)	21,342,607

20 STATEMENT OF FUNDS

<i>Group statement of funds</i>	At					At
	1 January			Gains	Transfers	31 December
	2022	Income	Expenditure			2022
		£	£	£	£	£
Restricted fund	786,458	227,129	(266,677)	(32,191)	-	714,719
Designated fund	1,811,415	-	(147,651)	-	-	1,663,764
Unrestricted fund	21,336,855	3,621,897	(3,876,743)	(750,561)	-	20,331,448
	23,934,728	3,849,026	(4,291,071)	(782,752)	-	22,709,931

<i>Charity statement of funds</i>	At					At
	1 January			Gains and	Transfers	31 December
	2022	Income	Expenditure	(Losses)		2022
		£	£	£	£	£
Restricted fund	786,458	227,129	(266,677)	(32,191)	-	714,719
Designated fund	1,811,415	-	(147,651)	-	-	1,663,764
Unrestricted fund	21,342,607	3,530,022	(3,841,432)	(750,561)	-	20,280,636
	23,940,480	3,757,151	(4,255,760)	(782,752)	-	22,659,119

20B COMPARATIVE 2021 STATEMENT OF FUNDS

<i>Group statement of funds</i>	At					At
	1 January			Gains	Transfers	31 December
	2021	Income	Expenditure			2021
	£	£	£	£	£	£
Restricted fund	949,699	812,949	(1,042,826)	66,636	-	786,458
Designated fund	1,812,273	17,628	(56,046)	-	37,560	1,811,415
Unrestricted fund	14,019,442	3,260,957	(2,808,235)	6,902,251	(37,560)	21,336,855
	16,781,414	4,091,534	(3,907,107)	6,968,887	-	23,934,728

<i>Charity statement of funds</i>	At					At
	1 January			Gains and	Transfers	31 December
	2021	Income	Expenditure	(Losses)		2021
	£	£	£	£	£	£
Restricted fund	949,699	812,949	(1,042,826)	66,636	-	786,458
Designated fund	1,812,273	17,628	(56,046)	-	37,560	1,811,415
Unrestricted fund	14,047,197	3,201,956	(2,771,237)	6,902,251	(37,560)	21,342,607
	16,809,169	4,032,533	(3,870,109)	6,968,887	-	23,940,480

21 ALLOCATION OF NET ASSETS TO FUNDS

<i>Group allocation of net assets to Funds</i>	Unrestricted				Restricted	Total
	Central	Member	Designated	Pathways	Funds	2022
	operations	Networks	Funds	Limited		
	£	£	£	£	£	£
Tangible assets	23,531,089	-	1,520,412	-	-	25,051,501
Long term investments	1	-	143,352	-	389,172	532,525
Fixed assets	23,531,090	-	1,663,764	-	389,172	25,584,026
Current assets	1,519,222	696,760	-	128,613	325,547	2,670,142
Current liabilities	(958,903)	-	-	(77,801)	-	(1,036,704)
Long-term liabilities	(4,507,533)	-	-	-	-	(4,507,533)
Net Assets	19,583,876	696,760	1,663,764	50,812	714,719	22,709,931

<i>Charity allocation of net assets to Funds</i>	£	£	£	£	£	£
Tangible assets	23,531,089	-	1,520,412	-	-	25,051,501
Long term investments	1	-	143,352	-	389,172	532,525
Fixed assets	23,531,090	-	1,663,764	-	389,172	25,584,026
Current assets	1,548,922	696,760	-	-	325,547	2,571,229
Current liabilities	(988,603)	-	-	-	-	(988,603)
Long-term liabilities	(4,507,533)	-	-	-	-	(4,507,533)
Net Assets	19,583,876	696,760	1,663,764	-	714,719	22,659,119

21B COMPARATIVE 2021 ALLOCATION OF NET ASSETS TO FUNDS

Group allocation of net assets to Funds - restated	Unrestricted				Restricted	Total
	Central operations	Member Networks	Designated Funds	Pathways Limited	Funds	2021
	£	£	£	£	£	£
Tangible assets	24,624,497	-	1,659,045	-	-	26,283,542
Long term investments	1	-	-	-	564,714	564,715
Fixed assets	24,624,498	-	1,659,045	-	564,714	26,848,257
Current assets	2,072,511	819,763	213,167	9,848	221,744	3,337,033
Current liabilities	(1,040,910)	(126,469)	-	(15,600)	-	(1,182,979)
Long-term liabilities	(5,067,583)	-	-	-	-	(5,067,583)
Net Assets	20,588,516	693,294	1,872,212	(5,752)	786,458	23,934,728

Charity allocation of net assets to Funds - restated	£	£	£	£	£	£
Tangible assets	24,624,497	-	1,659,045	-	-	26,283,542
Long term investments	1	-	-	-	564,714	564,715
Fixed assets	24,624,498	-	1,659,045	-	564,714	26,848,257
Current assets	2,072,511	819,763	213,167	-	221,744	3,327,185
Current liabilities	(1,040,910)	(126,469)	-	-	-	(1,167,379)
Long-term liabilities	(5,067,583)	-	-	-	-	(5,067,583)
Net Assets	20,588,516	693,294	1,872,212	-	786,458	23,940,480

22 PENSION COMMITMENTS

CILIP operates two pension schemes:

22.1 Defined Contribution Pension Scheme

CILIP's existing employees were entitled to join the Scottish Widows group stakeholder salary sacrifice pension scheme, which is funded, by 5% of salary contribution from employee and 10% of salary contribution by the employer. New and existing employees who are not in the scheme may join at any time. Staff may opt-out of the scheme at any time.

The amount paid into the scheme by CILIP in 2022 was £143,403 (2020: £141,240). The amount within trade creditors in note 14 above was £17,673 (2021: £18,294).

22.2 A Defined Benefit Pension Scheme in the UK.

This is a separate trustee administered fund, holding the pension scheme assets to meet long term pension liabilities. The results of the most recent triennial actuarial valuation as at 31 December 2019 revealed a funding shortfall of £9,538,000. By agreement with the Pension Trustees, at the point at which the £9.5m is paid into the Scheme to cover the Technical Provisions deficit, CILIP will no longer be liable for the payment of regular Deficit Repair Contributions and ongoing Scheme costs will be covered from funds held jointly in escrow.

To eliminate this funding shortfall, the Pension Trustee and CILIP (the Employer) have agreed that contributions totalling £9,500,000 will be paid to the Scheme by the Employer on or before 31 December 2022 (rolled forward to 31 March 2023 by agreement with the Pension Trustees).

Contributions of £135,000 paid in 2022 were in accordance with the Recovery Plan agreed after the triennial actuarial valuation as at 31 December 2019. The amount paid in advance for January 2023 within other creditors in note 14 above was £60,000. The amount within other creditors in note 14 above for 2021 was £15,000.

Trustees are aware that the volatile investment market is expected to have an impact on the pension scheme in terms of asset values and the measure of liabilities. No information has been received to date as to the quantum of the impact of COVID-19 on the pension scheme, and no requests for any change to deficit funding have been received.

A full actuarial valuation was carried out at 31 December 2019 and updated to 31 December 2022 by a qualified actuary, independent of the scheme's sponsoring employer. The major assumptions used by the actuary shown below:

	2022	2021	2020	2019
Discount rate	4.90%	1.85%	1.35%	2.15%
Inflation (RPI)	3.20%	3.40%	2.90%	2.95%
Inflation (CPI)	2.60%	2.8%	2.3%	2.05%
Allowance for pension in payment increases of RPI (p.a.)	3.25%	3.40%	2.90%	2.95%
Allowance for pension in payment increases of RPI or 2.5% p.a. if less	2.00%	2.250%	2.10%	2.15%
Allowance for pension in payment increases of RPI or 3% p.a. if less	2.10%	2.40%	2.05%	1.90%
Allowance for commutation of pension for cash at retirement	20%	20%	20%	20%

Present values of defined benefit obligation, fair value of assets and defined benefit asset (liability):

	2022	2021	2020
	£'000	£'000	£'000
Fair value of plan assets	12,953	21,989	21,702
Present value of defined benefit obligations	(17,403)	(26,923)	(28,753)
Surplus (deficit) in plan	(4,450)	(4,934)	(7,051)
Defined benefit asset (liability) to be recognised	(4,450)	(4,934)	(7,051)

Reconciliation of opening and closing balances of the defined benefit obligation:

	2022	2021
	£'000	£'000
Defined benefit obligation at start of period	26,923	28,753
Scheme Administration Expenses	-	-
Interest expense	487	383
Actuarial losses/(gains)	(8,808)	(1,382)
Total benefit outgo	(1,199)	(831)
Defined benefit obligation at end of period	17,403	26,923

Reconciliation of opening and closing balances of the fair value of plan assets:

	2022	2021
	£'000	£'000
Fair value of plan assets at start of period	21,989	21,702
Interest income	396	286
Actuarial (losses) gains	(8,312)	1,098
Contributions by CILIP	480	191
Scheme administration expenses	(401)	(457)
Total benefit outgo	(1,199)	(831)
Fair value of plan assets at end of period	12,953	21,989

The actual return plus actuarial loss on the plan assets over the period ended 31 December 2022 was (£7,916,000) (2021: £1,384,000).

Defined benefit costs recognised in statement of financial activities:

	2022	2021
	£'000	£'000
Scheme administration expenses	(401)	(457)
Net interest on the defined benefit liability	(91)	(97)
Fair value of plan assets at end of period	(492)	(554)

Defined benefit costs recognised in other comprehensive income:

	2022	2021
	£'000	£'000
Gain Return on plan assets (excluding amounts included in net interest cost)	(8,312)	1,098
Gain/(loss) Effects of changes in the demographic and financial assumptions underlying the present value of the plan liabilities	8,808	1,382
Total gain/(loss) recognised in other comprehensive income	496	2,480

Assets:

	2022	2021	2020
	£'000	£'000	£'000
Cash	171	723	77
Immediate annuity policies	57	76	141
Managed growth	4,613	7,707	12,676
Liability driven investments	8,112	13,483	8,808
Total assets	12,953	21,989	21,702

None of the fair values of the assets shown above includes any direct investments in CILIP's own financial instruments or any property occupied by, or other assets used by CILIP.

23 CORPORATION TAXATION

CILIP is a registered charity and as such is exempt from taxation of its income and gains to the extent that they fall within the exemptions available to charities under the Taxes Act and are applied to its charitable objectives.

24 RELATED PARTIES

CILIP Benevolent Fund Registered Charity No. 237352

This trust exists for the relief of poverty of CILIP members, former members and their dependants (including former Library Association and Institute of Information Scientists members). CILIP Board appoints all trustees. CILIP provided £1,000 towards their running costs on a yearly basis. As at 31st of December 2022 the amount of donation received on-behalf of CILIP Benevolent Fund and not yet transferred was £679 (2021: £294). Also, as at 31st of December 2022 the amount of payment made to suppliers on behalf of CILIP Benevolent Fund and not yet paid was £nil (2021: £1,140).

The John Campbell Trust Registered Charity No. 802262

This trust exists to advance the education of the public in Information Science in particular by the awarding of grants, scholarships, research fellowships and prizes. CILIP Board appoints all trustees. There were no outstanding balances for 2022 and 2021.

Library Services Trust Registered Charity No. 287404

This trust exists to promote education in librarianship, bibliography and related subjects. CILIP Board appoints two of the six trustees. There were no outstanding balances for 2022 and 2021.

CILIP Board, Presidential Team and Committee Members with arm's length business relationship with CILIP

Jo Webb received in 2022 £20 (2021: £41) as Royalty as an author for a book published for CILIP Facet publishing.

CB Resourcing recruitment agency in which Simon Burton is director of, received in 2022 £nil (2022: £9,000) as consultancy fees paid via CB Resourcing on behalf of CILIP.

CB Resourcing recruitment agency in which Simon Burton is director of, paid in 2022 £nil (2021: £3,864) in respect of sponsorship for Employers Forum.

There were no other related parties in the year or in the prior year.

25 OPERATING LEASE

At the end of the year, CILIP was committed to receiving the following rental incomes in respect of tenant leases:

	2022	2022	2021	2021
	Land	Plant	Land	Plant
	& buildings	& Machinery	& buildings	& Machinery
	£	£	£	£
Leases which expire:				
- within one year	704,325	-	754,441	-
- within two to five years	800,400	-	1,554,790	-
- over five years	-	-	-	-
	1,504,725	-	2,309,231	-

Operating lease rentals totaled £715,017 for the year ended 31 December 2022 (2021: £754,441).

26 POST BALANCE SHEET EVENT

CILIP Trustees made a decision to dispose of the building at 7 Ridgmount Street and placed it on the market with the expectation to complete the sale by 31 December 2022. By agreement with the Pension Trustees, this deadline was rolled forward to the 31 March 2023 (and hence did not take place in FY2022). The disposal proceeds would be used to pay off the Defined Benefit Pension deficit, purchase another freehold building and to secure the ongoing operations of the Charity.

CILIP'S Operational management directory

The information shown below is that pertaining between January 2022 and December 2023, the date of signing the accounts.

CILIP Board members are trustees for the purpose of charity legislation

Chair

Sue Lacey Bryant BA(Hons) DipLib MSc MCLIP MIHM (from 1 February 2022)

John Trevor-Allen BA(Hons) MSc Econ MCLIP (to January 2022)

Honorary Treasurer

Alison Wheeler MBE PG Cert Mgmt MCLIP (from January 2017)

CILIP Board members

Sue Lacey Bryant BA(Hons) DipLib MSc FCLIP MIHM (from 1 February 2019 to 31 December 2023)

Jo Webb MA MLib MBA FCLIP FHEA FRSA (from 1 January 2018 to 31 December 2022)

Alison Wheeler MBE MCLIP (from 1 January 2017, re-elected 1 January 2021)

Steve Williams BA MSc FBCS (from 1 January 2019 to December 2022)

Shirley Yearwood-Jackman BA(Hons) MSc (from 1 January 2019 to 31 December 2022)

Nicola Davies BA (Hons) MSc Econ (from 1 June 2019 to 31 May 2022)

Helen Workman (from 1 January 2020 to 31 December 2023, to be re-elected from Jan 2024)

Binni Brynolf (from 1 January 2020 to 31 December 2023 and to be re-elected from Jan 2024)

Simon Burton (from 1 January 2021)

Stephen Phillips (from 1 January 2021)

Alison Brettle (from 1 January 2021)

Sue Ball (from 1 January 2021)

Liz Jolly (from 30 April 2021)

Presidential Team

President

John Trevor-Allen BA(Hons) MSc Econ MCLIP (from 1 January 2023 to January 2024)

President

Kate Robinson JP, BA, MA, FCLIP, FRSA (from 1 January 2022 to January 2023)

Vice-President

John Trevor-Allen BA(Hons) MSc Econ MCLIP (from 1 January 2022 to January 2023)

CILIP Senior Leadership Team

Chief Executive Officer	Nick Poole BA MA
Director of Transformation	Paul Jessop (from October 2021 to June 2023)
Chief Operating Officer	Duncan Anthony (from April 2023)
Chief Development officer	Jo Cornish FCLIP (from June 2021)
Operations Director	Angela Shaw BSc (Hons) MSc (Imperial) MSc (Bayes) DChA CG (Affiliated) (from July 2023)
Editor, Information Professional	Rob Green BA (Hons) (from April 2019)
Head of CILIP in Scotland	Sean McNamara BA Hons MCLIP (from April 2019)
Head of Digital and IT	Lisa Goldsmith MBA BSc (from April 2019 to November 2022)
Head of Facilities	Fredy Castrillon (from April 2019 to June 2023)
Head of Finance	Abosedede Dada FCCA (from April 2019 to November 2022)
Director, Sector Development	Sonia Ramdhian BA (Hons), MA, MCLIP (from August 2023) (Acting Director, Research and Development between April-July 2023)
Head of Sector Development	Claire Robe (from January 2022 to February 2023)
Head of Programmes	Natalie Jones (from December 2019 to September 2022)
Head of Publishing	Pete Baker (from July 2019)
Head of Sales and Marketing	Gemma Wood MA (from August 2019 to February 2023)
Director, Business Development	Emma Watkins (from July 2023)
Director, Research and Development	Rabeea Arif MA (Hons) (from August 2023)

Professional Advisers

Bankers:

Bank of Scotland
Teviot House,
41 South Gyle Crescent
Edinburgh EH12 9XD

Unity Trust Bank PLC
Nine Brindley place
Birmingham B1 2HB

CCLA
Senator House
85 Queen Victoria Street
London EC4V 4ET

Auditors:

Price Bailey
Chartered Accountants
24 Old Bond Street
London W1S 4AP

Solicitors:

Bates, Wells
10 Queen Street Place
London EC4R 1BE

Pension providers:

Defined Benefit Scheme

Isio (trading as Iseran Bidco Ltd)
1 St Peter's Square
Manchester M2 3AE

Group Stakeholder Pension Scheme

Scottish Widows
69 Morrison Street
Edinburgh EH3 8YF