

HIGHER EDUCATION POLICY INSTITUTE

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 JULY 2023**

**The MGroup Partnership
Chartered Certified Accountants
4 Witan Way
Witney, Oxon
OX28 6FF**



**Company Registration Number: 04503712
Charity Number: 1099645**

HIGHER EDUCATION POLICY INSTITUTE

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023**

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HIGHER EDUCATION POLICY INSTITUTE

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 JULY 2023**

TRUSTEES AND DIRECTORS

Professor Dame Helen Wallace
Sir David Bell
Mary Curnock Cook CBE
Professor Dame Sally Mapstone
Professor Dame Julia Goodfellow

COMPANY SECRETARY

The company does not have an appointed secretary

REGISTERED OFFICE

80 Mount Street
Nottingham
NG1 6HH

COMPANY REGISTRATION NUMBER

04503712 England and Wales

CHARITY REGISTRATION NUMBER

1099645

ACCOUNTANTS

The MGroup Partnership
Chartered Certified Accountants
4 Witan Way
Witney
Oxon
OX28 6FF

HIGHER EDUCATION POLICY INSTITUTE

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 JULY 2023**

PRINCIPAL PLACE OF BUSINESS

99 Banbury Road
Oxford
Oxon
OX2 6JX

BANKERS

Lloyds Bank
87 London Road
Headington
Oxford
Oxon
OX3 9AB

SOLICITORS

Freeths LLP Nottingham
80 Mount Street
Nottingham
NG1 6HH

INVESTMENT ADVISOR

Wren Sterling Financial Planning Ltd
Hinksey Court
West Way
Botley
Oxon
OX2 9JU

HIGHER EDUCATION POLICY INSTITUTE

TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2023

The trustees present their annual report and the financial statements for the year ended 31 July 2023.

Status

The organisation is a charitable company limited by guarantee, incorporated on 5 August 2002 and registered as a charity on 8 June 2000.

The company was established under a Memorandum of Association that established the objects and powers of the charitable company and is governed under its Articles of Association. Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up.

The reference and administrative details are shown on pages 1 to 2.

Objectives and activities

The Higher Education Policy Institute (HEPI) is an Oxford-based charity established in late 2002 'to promote research into and understanding of all aspects of higher education and to disseminate the useful results of such research for the education of policy makers and the general public in the United Kingdom'.

During the 2022/23 academic year, the organisation celebrated its 20th birthday, which was marked in July 2023 with an event where 200 guests heard from speakers including the Rt Hon. the Lord Willetts, a former Minister for Universities and Science, and the Rt Hon. Margaret Hodge MP, who was the Minister for Universities when HEPI was founded. The 20th anniversary was also marked by a substantial collection of essays looking back on the previous two decades of higher education policy, edited by Dr Helen Carasso of the University of Oxford.

HEPI is funded by higher education institutions and other organisations that wish to see a vibrant higher education policy debate shaped by evidence. We are very grateful for this continuing support. During 2022/23, the number of HEPI University Partners grew to the highest ever number (136), as did the number of other organisations (18) supporting HEPI through the corporate Partnership programme. In addition, HEPI secured more sponsorship income to help cover the costs of individual projects, while always ensuring the organisation retained editorial control.

Above all, HEPI seeks to conduct and publish research into higher education to improve the quality of debate and, ultimately, to help those making policy at Westminster and Whitehall, in the devolved administrations and within higher education institutions. Engagement with policymakers, the higher education sector, the media, students and the wider public is primarily undertaken via reports, events and a substantial online presence, including a daily blog. As a non-partisan micro-organisation, HEPI seeks to work collaboratively with other organisations and individuals committed to good public policy and improving the UK higher education sector.

Achievements and performance

In 2022/23, HEPI cemented its post-pandemic recovery and built upon the achievements in the organisation's first two decades by publishing more major pieces of original research (35) than in any previous year, hosting more events than ever before (32) and receiving a record number of website hits (810,000). This record surpasses that of every previous year in all three respects.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 JULY 2023**

Publications

We sought to cover the full range of topical higher education issues. For example, in addition to major reports with SUMS on the terms and conditions of academics and with London Economics, Universities UK and Kaplan International Pathways on the economic contributions of international students, there was a particular focus in our 2022/23 publications on:

- research, including full-length reports on how to talk to policymakers about the value of research, on research leadership and on universities and Foreign Direct Investment (in conjunction with the Midlands Engine, the National Centre for Universities and Business and Universities UK International), plus a collection of essays on the future of the Research Excellence Framework and a Policy Note on Horizon Europe and so-called Plan B;
- admissions and the student experience, including the 2023 Student Academic Experience Survey with Advance HE, a report on what it is like to be an undergraduate student in London and a survey of students' views of careers support – we also worked with Unite Students, a HEPI Partner, on their Applicant Index Report 2023; and
- regulation, leadership and governance, including reports on better governance, lessons from the regulation of higher education in Australia, running small and specialist institutions, the tenure of vice-chancellors at post-92 institutions and quality assurance as well as personal reflections on running a university in the recent political and economic environment.

Financial review and plans for future periods

These financial statements confirm that HEPI was in a secure financial position as it entered its third decade, with substantially higher income than in most past years.

Nonetheless, in common with other organisations, HEPI faces rising costs – arising partly from higher inflation as well as a growing staff team – while the whole higher education sector faces increased uncertainty stemming from the political, financial and geopolitical situation.

Future plans include continuing to conduct and disseminate research to further the aims of the charity as described in HEPI's Articles of Association. HEPI also plans to maintain and develop relationships with existing and potential partner companies and higher education institutions. As part of the process of marking HEPI's twentieth anniversary, the organisation's Trustees, Advisory Board and staff all agreed to undertake some strategic planning during 2023/24 to secure the organisation's long-term future as part of the UK's higher education landscape.

HIGHER EDUCATION POLICY INSTITUTE

TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2023

Structure, governance and management

The charity is a company limited by guarantee.

The HEPI staff team is guided by an Advisory Board, whose primary function is to peer review potential HEPI publications in conjunction with the Trustees. During the year, Professor David Maguire and Professor Mary Stuart left the Advisory Board and we thank them for their considerable contribution to HEPI's work, while Professor David Sweeney CBE (the former Executive Chair of Research England) and Professor Sir Chris Husbands (the outgoing Vice-Chancellor of Sheffield Hallam University), joined the Advisory Board in January 2023 and July 2023 respectively. At the end of 2022/23, the Advisory Board comprised: Alison Alden OBE; Professor Sir Chris Husbands; Professor Carl Lygo; Professor Nick Pearce; Professor Iyiola Solanke; and Professor David Sweeney CBE.

The Trustees, who are also the Members of the HEPI Company for the purposes of company law, and who served during the year and up to the date of the signature of the financial statements were:

Professor Dame Sally Mapstone
Sir David Bell
Mary Curnock Cook CBE
Professor Dame Julia Goodfellow
Professor Dame Helen Wallace

Statement of trustees' responsibilities

The trustees, who are also the directors of Higher Education Policy Institute for the purpose of company law, 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 Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income resources and application of resources, including the income and expenditure, of the charitable company for that year.

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

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

The trustees are responsible for keeping adequate accounting records that 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 Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

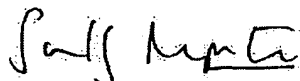
HIGHER EDUCATION POLICY INSTITUTE

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 JULY 2023

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities, and in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small companies.

Approved by the Trustees on:

Signed on its behalf by



Professor Dame Sally Mapstone

Chair
Trustee

4 April 2024

HIGHER EDUCATION POLICY INSTITUTE

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 JULY 2023

I report to the trustees on my examination of the accounts of Higher Education Policy Institute for the year ended 31 July 2023, which are set out on pages 8 to 22.

RESPONSIBILITIES AND BASIS OF REPORT

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

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

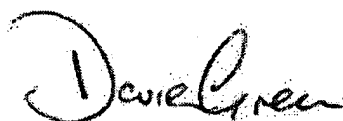
INDEPENDENT EXAMINER'S STATEMENT

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ACCA, which is one of the listed bodies.

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

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

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



For and on behalf of
The MGroup Partnership
Chartered Certified Accountants
4 Witan Way
Witney
Oxon, OX28 6FF
15 April 2024

HIGHER EDUCATION POLICY INSTITUTE

STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 JULY 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
INCOME					
<u>Charitable activities</u>					
Sponsorships and speakers fees		187,767	-	187,767	45,065
Conference fees		8,644	-	8,644	10,554
Partnership scheme		565,975	-	565,975	465,854
Grant income		-	20,000	20,000	20,000
		<u>762,386</u>	<u>20,000</u>	<u>782,386</u>	<u>541,473</u>
<u>Investment income</u>					
Investments		3,582	-	3,582	1,192
		<u>3,582</u>	<u>-</u>	<u>3,582</u>	<u>1,192</u>
Total income	4	<u>765,968</u>	<u>20,000</u>	<u>785,968</u>	<u>542,665</u>
Expenditure on:					
Raising funds		5,406	-	5,406	4,792
Charitable activities		611,762	20,000	631,762	465,347
Other expenditure		(199)	-	(199)	159
		<u>616,969</u>	<u>20,000</u>	<u>636,969</u>	<u>470,298</u>
Total expenditure	5	<u>616,969</u>	<u>20,000</u>	<u>636,969</u>	<u>470,298</u>
NET INCOME BEFORE TRANSFERS		148,999	-	148,999	72,367
Transfer between funds		-	-	-	-
		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net incoming / (outgoing) resources before gains and losses on investments		148,999	-	148,999	72,367
OTHER RECOGNISED LOSSES / GAINS					
Loss on investment assets	10	(6,415)	-	(6,415)	(23,163)
		<u>(6,415)</u>	<u>-</u>	<u>(6,415)</u>	<u>(23,163)</u>
NET MOVEMENT IN FUNDS		142,584	-	142,584	49,204
Reconciliation of funds					
Total funds at 1 August 2022	15	609,208	20,000	629,208	580,004
		<u>609,208</u>	<u>20,000</u>	<u>629,208</u>	<u>580,004</u>
Total funds at 31 July 2023	15	751,792	20,000	771,792	629,208
		<u>751,792</u>	<u>20,000</u>	<u>771,792</u>	<u>629,208</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

HIGHER EDUCATION POLICY INSTITUTE

BALANCE SHEET
AS AT 31 JULY 2023

	Notes	2023 £	2022 £
FIXED ASSETS			
Tangible assets	9	12,387	13,625
Investments	10	579,432	466,211
		<u>591,819</u>	<u>479,836</u>
CURRENT ASSETS			
Debtors	11	153,371	55,073
Cash at bank and in hand	18	293,605	443,793
		<u>446,976</u>	<u>498,866</u>
CREDITORS: Amounts falling due within one year	12	<u>267,003</u>	<u>349,494</u>
NET CURRENT ASSETS		<u>179,973</u>	<u>149,372</u>
NET ASSETS		<u><u>771,792</u></u>	<u><u>629,208</u></u>
FUNDS OF THE CHARITY:			
Unrestricted income funds	15	751,792	609,208
Restricted income funds	15	20,000	20,000
		<u><u>771,792</u></u>	<u><u>629,208</u></u>

HIGHER EDUCATION POLICY INSTITUTE

**BALANCE SHEET
AS AT 31 JULY 2023**

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard 102 Section 1A smaller entities.

For the financial year ended 31 July 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

No notice has been deposited under section 476 of the act requesting the company to obtain an audit.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Signed on behalf of the board of trustees

 4 April 2024

Professor Dame Sally Mapstone
Trustee - Chair

Date approved by the board:

HIGHER EDUCATION POLICY INSTITUTE

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 JULY 2023

	Notes	2023 £	2022 £
Cash flows from operating activities			
Net income for the reporting period (as per the SOFA)		148,999	72,367
Adjustments for:			
Depreciation charges		4,150	3,833
(Increase) / Decrease in debtors		(98,298)	(10,233)
(Profit)/ Loss on the sale of other tangible fixed assets		(199)	159
Increase / (decrease) in creditors		(82,491)	113,174
		<hr/>	<hr/>
Cash generated from operations		(27,839)	179,300
Interest received		(3,582)	(1,192)
		<hr/>	<hr/>
Net cash generated by operating activities		(31,421)	178,108
		<hr/>	<hr/>
Cash flows from investing activities:			
Dividends, interest and rents from investments		3,582	1,192
Purchase of property, plant and equipment		(3,435)	(5,538)
Proceeds from property, plant and equipment		722	-
Proceeds from sale of investments		4,739	4,418
Purchase of investments		(124,375)	(74,625)
		<hr/>	<hr/>
Net cash used in investing activities		(118,767)	(74,553)
		<hr/>	<hr/>
Net increase in cash and cash equivalents		(150,188)	103,555
Cash and cash equivalents at the beginning of the year		443,793	340,238
		<hr/>	<hr/>
Cash and cash equivalents at the end of the year	18	293,605	443,793
		<hr/>	<hr/>

HIGHER EDUCATION POLICY INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2023

1 GENERAL INFORMATION

Higher Education Policy Institute is a registered charity and company limited by guarantee incorporated in England and Wales. Its registered office and principal office is:

Registered office
80 Mount Street
Nottingham
NG1 6HH

Principal place of business
99 Banbury Road
Oxford
OX2 6JX

The financial statements are presented in Sterling, which is the functional currency of the charity.

The charity is a public benefit entity.

2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of preparation of the financial statements

These financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing accounts in accordance with the Financial Reporting Standard 102 Section 1A smaller entities, Financial Reporting Standard 102 Section 1A smaller entities 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' ("FRS 102"), the Companies Act 2006 and the Charities Act 2011.

Going concern

The Trustees have further reviewed the Charity's cash flow forecasts for the year to 31 July 2024 and have considered any potential issues that will have an impact on the Charity's different sources of income as well as their ongoing costs.

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

Incoming resources

Incoming resources in the period shown in the Statement of Financial Activities represents funds received from the sponsorship and speakers fees, partnership schemes and conference fees.

Income from sponsorship and speakers fees and partnership schemes are recognised when the company obtains a right to consideration in exchange for its performance. Any amounts received in advance are deferred to future periods.

Income from conference fees are included in incoming resources in the period in which the relevant event takes place.

2 STATEMENT OF ACCOUNTING POLICIES (continued...)

Grants

Grants and donations are only included in the Statement of Financial Activities when the charity has unconditional entitlement to the resources and are treated as restricted or unrestricted income in line with the donor's instructions.

The company received total grant income of £20,000 (2022: £20,000). All of this related to income received from Research England to support HEPI's activities where they contribute to the understanding of issues facing research and knowledge exchange in universities.

Expenditure

Expenditure is directly attributable to specific activities and is charged to those cost categories.

Tangible fixed assets

Fixed assets are stated at cost less accumulated depreciation.

Depreciation has been provided at the following rates so as to write off the cost less residual value of the assets over their estimated useful lives.

Website costs	Reducing balance basis at 20% per annum
Computer and Office Equipment	Straight line basis at 33.33% per annum

On disposal, the difference between the net disposal proceeds and the carrying amount of the item sold is recognised in the statement of financial activities.

Fixed Asset Investments

Listed investments are shown at fair value and revalued annually with any surplus or deficit dealt with through the statement of financial activities.

Leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the income and expenditure account on a straight line basis over the lease term.

Payments made under operating leases are recognised as expenditure over the lease term on a straight-line basis.

2 STATEMENT OF ACCOUNTING POLICIES (continued...)

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Being a registered charity, the charity is not liable to taxation on its income.

Financial instruments

The charity only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable, loans from banks and other third parties, loans to related parties and investments in non-puttable ordinary shares.

Financial assets are measured at cost and are assessed at the end of each reporting period for objective evidence of impairment. Where objective evidence of impairment is found, an impairment loss is recognised in the statement of financial activities.

The impairment loss for financial assets measured at cost is measured as the difference between an asset's carrying amount and the best estimate, which is an approximation, of the amount that the charity would receive for the asset if it were to be sold at the reporting date.

Financial assets and liabilities are offset and the net amount reported in the balance sheet when there is an enforceable right to set off the recognised amount and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Impairment of non-financial assets

At each reporting date non-financial assets not carried at fair value, like goodwill and plant, property and equipment, are reviewed to determine whether there is an indication that an asset may be impaired. If there is an indication of possible impairment, the recoverable amount of any asset or group of related assets (which is the higher of value in use and the fair value less cost to sell) is estimated and compared with its carrying amount. If the recoverable amount is lower, the carrying amount of the asset is reduced to its recoverable amount and an impairment loss is recognised immediately in the statement of financial activities.

If an impairment loss is subsequently reversed, the carrying amount of the asset, or group of related assets, is increased to the revised estimate of its recoverable amount, but not to exceed the amount that would have been determined had no impairment loss been recognised for the asset, or group of related assets, in prior periods. A reversal of an impairment loss is recognised immediately in the statement of financial activities.

Debtors

Short term debtors are measured at transaction price, less any impairment.

2 STATEMENT OF ACCOUNTING POLICIES (continued...)

Creditors

Short term trade creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and subsequently at amortised cost.

Funds

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside for specific purposes at the discretion of the trustees.

Restricted funds 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.

Legal status of the charity

The company does not have share capital and is limited by guarantee. Each member of the company undertakes to contribute to the assets of the company, in the event of it being wound up such amounts as may be required will not exceed £1.

Pensions

The company operates a defined contribution pension scheme. The amount charged to the profit and loss account in respect of pension costs and other post-retirement benefits is the amount payable in the year. Differences between contributions payable and contributions actually paid in the year are shown as other creditors in the balance sheet.

3 CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023**

4 INCOMING RESOURCES

4% (2022 - 3%) of the charity's turnover is attributable to geographical markets outside of the United Kingdom.

The incoming resources included on page 8 consist of the following sources of income:

	2023	2022
	£	£
Unrestricted income:		
Charitable activities		
Sponsorship and speakers fees	187,767	45,065
Conference fees	8,644	10,554
Partnership scheme	565,975	465,854
	<u>762,386</u>	<u>521,473</u>
Investment income		
Investments	3,582	1,192
	<u>765,968</u>	<u>522,665</u>
 Restricted income:		
Charitable activities		
Grant income	20,000	20,000
	<u>20,000</u>	<u>20,000</u>
 Total income	<u><u>785,968</u></u>	<u><u>542,665</u></u>

HIGHER EDUCATION POLICY INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2023

5 EXPENDITURE

The resources expended included on page 8 consist of the following sources of expenditure:

	2023 £	2022 £
Raising funds		
Investment management costs	5,406	4,792
Unrestricted expenditure:		
Charitable activities		
Sub-contractors	70,505	28,911
Postage	9,461	15,700
Publication Printing	28,446	30,811
Events and conferences	126,068	43,484
Rent (operating leases)	10,506	8,893
Wages	244,892	241,558
Employer's National Insurance	30,278	22,186
Staff pension cost	30,883	27,878
Insurance	1,157	536
Books and data	464	505
Repairs and maintenance	-	465
Telephone and fax	788	485
Computer operating costs	4,634	2,162
Printing, postage and stationery	6,294	4,250
Advertising and marketing	2,757	3,744
Entertainment	6,640	3,666
Travel and subsistence	16,610	9,053
Legal fees	1,446	791
Accountancy and payroll bureau fees	8,935	7,680
Bookkeeping	1,350	1,780
Bank charges	185	160
Staff training	1,502	2,270
Subscriptions	3,811	4,546
Depreciation	4,150	3,833
	611,762	465,347
Restricted funds expenditure:		
Charitable activities		
Publication Printing	6,614	-
Postage	4,526	-
Sub-contractors	3,000	-
Wages	5,860	-
	20,000	-
Other expenditure		
(Profit)/ Loss on sale of tangible fixed assets	(199)	159
Total expenditure	636,969	465,506

HIGHER EDUCATION POLICY INSTITUTE**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023****6 EMPLOYEES**

The average number of persons employed by the charity (including trustees) during the year was:

	2023	2022
Average number of employees	5	5

7 STAFF COSTS

	2023	2022
Staff costs during the year amounted to:	£	£
Salaries and wages	250,752	241,558
Social security costs	30,278	22,186
Pension contributions	30,883	27,878
	<u>311,913</u>	<u>291,622</u>

The number of employees whose annual remuneration was £60,000 or more were:

	2023	2022
£100,001 - £110,000	-	1
£110,001 - £120,000	1	-

8 KEY MANAGEMENT PERSONNEL REMUNERATION

	2023	2022
Key management personnel remuneration for the year amounted to:	£	£
Salary and wages	119,400	104,269
Pension	21,143	19,811
	<u>140,543</u>	<u>124,080</u>

HIGHER EDUCATION POLICY INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2023

9 TANGIBLE ASSETS

	Website costs £	Computer and Office Equipment £	Total £
Cost			
At 1 August 2022	30,776	26,610	57,386
Additions	-	3,435	3,435
Disposals	-	(750)	(750)
At 31 July 2023	<u>30,776</u>	<u>29,295</u>	<u>60,071</u>
Accumulated depreciation			
At 1 August 2022	22,080	21,681	43,761
Charge for year	1,740	2,410	4,150
Disposals	-	(227)	(227)
At 31 July 2023	<u>23,820</u>	<u>23,864</u>	<u>47,684</u>
Net book value			
At 1 August 2022	<u>8,696</u>	<u>4,929</u>	<u>13,625</u>
At 31 July 2023	<u>6,956</u>	<u>5,431</u>	<u>12,387</u>

HIGHER EDUCATION POLICY INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2023

10 FIXED ASSET INVESTMENTS

	Total other investments £
Cost	
At 1 August 2022	466,211
Additions	124,375
Revaluation	(6,415)
Disposals	(4,739)
At 31 July 2023	<u>579,432</u>
Net book value	
At 1 August 2022	<u>466,211</u>
At 31 July 2023	<u>579,432</u>

The investments are UK listed investments and have been measured at market value.

11 DEBTORS

	2023 £	2022 £
Trade debtors	148,239	52,058
Prepayments and accrued income	5,132	3,015
	<u>153,371</u>	<u>55,073</u>

12 CREDITORS: amounts falling due within one year

	2023 £	2022 £
Trade creditors	6,463	14,453
Taxation and social security	25,461	44,195
Accruals and deferred income	220,940	284,443
Other creditors	14,139	6,403
	<u>267,003</u>	<u>349,494</u>

13 DEFERRED INCOME

Included in accruals and deferred income is deferred income of £210,745 in respect of income received in 2023 which relates to 2024. In the accounts for the year ended 31 July 2022 income totalling £266,771 was deferred and has been released in the current year.

HIGHER EDUCATION POLICY INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2023

14 COMMITMENTS

Amounts falling due under operating leases:	2023	2022
	£	£
Expiring in less than one year	10,980	10,980
Expiring in more than one but less than five years	2,745	13,725
	<u>13,725</u>	<u>24,705</u>

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

Fund balances at 31 July 2023 are represented by:

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Investments	579,432	-	579,432
Tangible assets	12,387	-	12,387
Debtors	153,371	-	153,371
Cash at bank and in hand	273,605	20,000	293,605
Current liabilities	(267,003)	-	(267,003)
	<u>751,792</u>	<u>20,000</u>	<u>771,792</u>

16 MOVEMENT IN FUNDS

	At 1 August 2022	Incoming resources	Outgoing resources	Transfers	As at 31 July 2023
	£	£	£	£	£
Unrestricted funds:					
Charitable activities	609,208	765,968	(623,384)	-	751,792
Total unrestricted funds	<u>609,208</u>	<u>765,968</u>	<u>(623,384)</u>	<u>-</u>	<u>751,792</u>
Restricted funds					
Grant income	20,000	20,000	(20,000)	-	20,000
Total restricted funds	<u>20,000</u>	<u>20,000</u>	<u>(20,000)</u>	<u>-</u>	<u>20,000</u>
Total funds	<u>629,208</u>	<u>785,967</u>	<u>(643,384)</u>	<u>-</u>	<u>771,792</u>

HIGHER EDUCATION POLICY INSTITUTE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2023

16 MOVEMENT IN FUNDS (continued...)

Movement in funds (previous year)

	At 1 August 2021 £	Incoming resources £	Outgoing resources £	Transfers £	As at 31 July 2022 £
Unrestricted funds:					
Charitable activities	580,004	522,665	(493,461)	-	609,208
Total unrestricted funds	580,004	522,665	(493,461)	-	609,208
Restricted funds					
Grant income	-	20,000	-	-	20,000
Total funds	580,004	542,665	(493,461)	-	629,208

Grant income

Funds of £20,000 (2022: £20,000) from Research England to support HEPI's activities where they contribute to the understanding of issues facing research and knowledge exchange in universities.

17 RELATED PARTY TRANSACTIONS

During the year the Charity made the following related party transactions:

Trustees and Directors

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity and no expenses were incurred during the year.

The charity reimbursed Nick Hillman (the director) for £2,090 (2022: £901) relating to travel and subsistence. Nick Hillman also received remuneration of the amounts disclosed in note 8.

18 ANALYSIS OF CASH AND CASH EQUIVALENTS

	2023 £	2022 £
Cash in hand	293,605	443,793
Total cash and cash equivalents	293,605	443,793