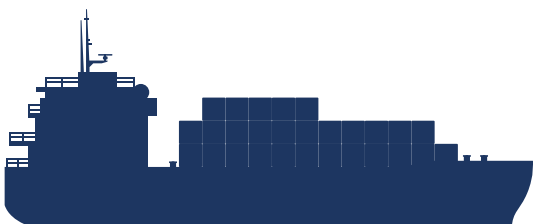


ANNUAL REPORT
2022
2023



CHIRP



Registered Charity Number: 1058262

Report of the Trustees and financial statements for the year ended 31 March 2023

For
The CHIRP Charitable Trust
(a company limited by guarantee)

Contents

Foreword from the chair	6
Our goals	7
Beneficiaries	12
Working in partnership	14
Programme reports	15
Factors affecting the Charity's ability to achieve its objectives	21
Structure, governance and management	23
Financial review	25
Going concern	23
Report of the Trustees for the year ended 31 March 2023	24
Report of the independent auditors to the members of the CHIRP Charitable Trust	25
Statement of financial activities for the year ended 31 March 2023	27
Balance sheet 31 March 2023	28
Cash flow statement for the year ended 31 March 2023	29
Notes to the cash flow statement for the year ended 31 March 2023	30
Notes to the financial statements for the year ended 31 March 2023	31

The CHIRP Charitable Trust (A Company limited by Guarantee) Year ended 31 March 2023

Current Trustees

Ms Ruth Kaufman OBE (Chair)
Mr John Lloyd
Captain Andrew Moll OBE
Mr Alastair Muir
Commander Michael Cripps
Mr Ryan Hall
Captain Jeremy Kinder
Ms Stella Macaskill
Ms Kirsten Riensema (Civil Aviation Authority representative)
Captain Don Cockrill MBE (appointed 24 January 2023)
Simon Gill, Ph.D. (appointed 24 January 2023)
Captain Jeremy Burrows (appointed 24 January 2023)

Retired/Resigned Trustees

Captain Edward J Pooley – Retired 21 October 2022
Ms Kathryn Jones – Retired 24 January 2023
Mr Crispin Orr – Retired 7 March 2023

Executive Director

Mr Robert Robson OBE – Resigned 28 February 2023
Ms Elizabeth Hughes OBE – Joined 1 March 2023

Company Secretary

Mrs Stephanie KC Dykes

Registered Office Address until 29 June 2022

One Kingdom Street
Paddington Central
London
W2 6BD

Registered Office Address from 30 June 2022 onwards

167-169 Great Portland Street
5th Floor
London
W1W 5PF

Registered Charity Number: 1058262 Company Registration Number: 03253764

The CHIRP Charitable Trust (A Company limited by Guarantee) Year ended 31 March 2023

Bankers

NatWest Bank PLC
12 High Street
Hitchin
Hertfordshire SG5 1YY

Nationwide Building Society
Kings Park Road
Northampton NN3 6NW

Independent Auditor

Gibson Whitter
Larch House
Parklands Business Park
Denmead
Hampshire PO7 6XP

The Trustees present their Annual Report together with the audited financial statement for the period of 1 April 2022 to 31 March 2023.

The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the charitable company's governing document, and the provisions of the Statement of Recommended Practice (SORP), 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).

This Report has been compiled in compliance with the Charity Commission guidance on public benefit and, as required by the Charities (Accounts and Reports) Regulations 2008, describes below CHIRP's achievements throughout the period of the report in gathering, analysing, and disseminating safety-related reports for public benefit.

FOREWORD FROM THE CHAIR

It is a privilege to introduce CHIRP's 2022/3 Annual Report and Accounts.

2022/3 has been another year in which nothing can be taken for granted. As aviation and maritime activities begin to return to pre-COVID-19 levels, we remain aware of the fragility and uncertainties of the recovery. Economic and workforce pressures, technological advances, global conflict: these and other developments influence the ever-changing context of CHIRP's contributions to air and sea safety. Against this background, CHIRP has been continuing its own journey of change.

Three years ago, Trustees set in motion a programme to update governance, to improve transparency, accountability, and sustainability. The bulk of the changes were completed by the end of this year, as we bedded in our new constitution, new membership procedures, and improved internal management, financial monitoring, and reporting. Accordingly, Robert Robson, the Executive Director who had joined CHIRP on a fixed-term contract to guide and implement the change, left at the conclusion of his contract. We are enormously grateful to Robert for everything he did in transforming governance and in leading CHIRP through the most difficult years of the pandemic and were very sorry to see him leave. Happily, we can welcome Liz Hughes as our incoming Executive Director. Liz joins with extensive experience of leading humanitarian charities, most recently at MapAction, and we are delighted that she has joined us.

2022/3 has been the first year of working within the strategic framework agreed towards the end of last financial year. We have seen expansion in the areas of operation of both Aviation and Maritime programmes, greater cross-fertilisation between the two programmes, and the development of a new website, app, and social media policy. This last is a crucial step in supporting our ambitions of further growth in accessibility, awareness, and relevance. Full details of our achievements over the last year, and future, are contained in this Report; I hope you find them as exciting and inspiring as I do.

Of course, none of this would have been possible without the contributions of a great number of people and organisations. Our Advisory Board members – all volunteers – provide the expertise, authority, and wisdom that underpins our work. Our funders take the time to understand our programmes and provide the necessary financial support, and our contractors and our amazing staff are the people who make it all happen. The Trustees and I would like to express our immense appreciation to all of you.

I would like to conclude by thanking the Trustees, past and present. This year we said goodbye, with gratitude for everything they had done for CHIRP governance over the years, to Ed Pooley, Crispin Orr, and Kathryn Jones; and welcomed JJ Burrows, Don Cockrill, and Simon Gill. Thank you all for your thoughtful and creative insights.

Ruth Kaufman

“

Economic and workforce pressures, technological advances, global conflict: these and other developments influence the ever-changing context of CHIRP's contributions to air and sea safety

”



OUR GOALS

OUR GOALS



Vision

A world in which aviation and maritime safety are continuously improved by tackling human factors safety-related issues, underpinned by a strong safety culture.

Mission

CHIRP's mission is to improve aviation and maritime safety and build a Just Culture by managing an independent and influential programme for the confidential reporting of human factors¹ safety-related issues.

We do this by:

- Receiving and considering reports from people working in aviation and maritime industries of near-misses and other safety-related concerns that might not otherwise be submitted through formal reporting processes.
- Analysing the data to identify issues and trends.
- Disseminating safety-related reports and trends that we consider will be of public benefit in supporting insight, learning, and change.

How do we convert reports received to learning and change?

CHIRP's small staff team and set of specialist consultants work alongside six advisory boards comprising expert volunteers in the fields of aviation, maritime, and human

factors. The advisory boards review reports with the staff and consultant team, ensuring that the most recent analysis of human factor safety issues in their field, together with many years of practical experience in diverse contexts, inform the consideration of concerns raised to CHIRP.

CHIRP's unique approach combines independence, confidentiality, impartiality, focus on human factor safety and follow up to produce human factor analysis relevant to different sectors within aviation and maritime. We lever more impact through communicating messages drawn from this analysis, to inform policy and practice more widely working with others to achieve this.

Subsequent sections of this report describe the strategic outcomes we are targeting through these considerations, what we have done this year towards each of the strategic outcomes, how we have disseminated our messages and collaborated with others, and provide a deeper dive into the reports received, before moving on to review structure and governance.

Strategic outcomes

CHIRP aims to improve safety performance through targeting the following outcomes in commercial and leisure settings:

- Better leadership, awareness, and attitude towards safety issues.
- Improved safety culture by changing behaviours, so that practices, processes, and procedures are as safe as they can be.
- Adoption of safety outcomes identified in CHIRP reports by regulators, managers, and individuals.

¹ CHIRP Human Factors Definition
Human Factors is the consideration of mental and physical capabilities, limitations, and actions that relate to the way humans interface and perform within their environment safely, comfortably, and effectively.

The Charity operates two programmes focused on these aims – an Aviation Programme and a Maritime Programme. Aviation is focused on operations in the UK's airspace, whilst Maritime has a global purview.

Despite the many differences between the two industries, there are many common factors. 2022/23 was the first year of CHIRP's new strategy which aims to make the most of the commonalities to enhance our impact.

As part of this strategy, both programmes are working to:

- Achieve greater penetration of our mission.
- Become a lead participator in delivering "safety-first thinking" to our sectors.
- Encourage the use of CHIRP as a forum for debating safety issues emerging from our reports and associated analyses.
- Maintain relevance and effectiveness.
- Encourage a greater volume of actionable reports.
- Improve marketing and communications, including the brand and digital footprint.
- Make greater use of academic input to generate *Insight* articles.
- Continue to upgrade databases to ensure excellence in enabling and tracking reports.

Significant changes in the environment

During the year we witnessed a marked rise in technical developments globally with significant potential impacts for both sectors. Artificial intelligence and space technology advancement now make automation in the maritime sector easier and, although aviation has always been at the forefront of technologies, emergent sectors such as drones and Advanced Air Mobility platforms are increasingly becoming more of a factor as they integrate with legacy aviation sectors.

This year saw the aviation world return to historic levels of activity as the effects of the COVID-19 pandemic were reduced. This placed significant strains on aviation worldwide with reduced resources being available to meet commercial scheduling aspirations because of many aviation practitioners either not being in place or requiring significant refresher training due to being at reduced levels of experience and recency due to furloughs and redundancies.

In the maritime domain, the 4 key issues of decarbonisation, novel marine fuels, autonomous vessels and the introduction of AI decision-making continued to dominate discussions at both the international and national levels. However, in addition to these technical challenges, CHIRP was pleased to observe safety culture remained a material focus with particular attention given to improving mental health, as well as reducing bullying and discrimination in all its forms.

Outcome 1: Better leadership, awareness, and attitude towards safety issues.

We have continued to build on our networks across the aviation and maritime sectors to raise awareness of safety issues and encourage safety leadership.

Both programmes were able to reinvigorate and extend their physical networking activities after 'virtual only' engagement

during the COVID-19 pandemic. Face-to-face liaisons and engagements with airline and maritime companies, regulators including the Civil Aviation Authority (CAA), Maritime and Coastguard Agency (MCA), European Maritime Safety Agency (EMSA) and National Transportation Safety Board (NTSB), other safety groups, individual clubs and entities were supplemented by participation in conferences, webinars, exhibitions, boat and air shows, and other networking events to raise awareness of both CHIRP programmes and our safety concerns. Additionally, the Aviation Programme Director took part in the annual International Confidential Aviation Safety Systems (ICASS) Conference to contribute to international safety leadership and awareness. In a similar vein, the Maritime Programme took part in Seatrade Cruise Global to raise awareness of CHIRP's work in that sector.

We participated in several webinars and virtual meetings to engage with aviation and maritime leaders, stakeholders, and practitioners to raise awareness of CHIRP, resolve specific reported concerns, and champion wider safety issues.

Both programmes expanded their coverage during the year as follows:

- Recognising the low representation of Ground Handling and Security (GHS) reports to CHIRP in recent years, the Aviation Programme engaged a Ground Handling & Security Programme Manager to provide subject matter expertise in this sector and instigate a GHS reporting pilot programme at Luton Airport.
- Similarly, the Maritime Programme introduced the first of its sector-specific publications to invigorate reporting from historically under-represented communities.

We have been able to build awareness of CHIRP across countries and regions, through growth in the Ambassador Programme (see below) and reprinting of our newsletters in trade press such as *Safety4Sea*, *Maritime Executive*, *Quay Issues* and *Fishing News*.

Outcome 2: Improved safety culture by changing behaviours, so that practices, processes, and procedures are as safe as they can be.

During 2022/23, we worked with a wide range of volunteers, partners and agencies in the maritime and aviation sectors highlighting concerns about policies and practices, forming partnerships to promote a safety culture, and promoting better understanding of safety issues.

We recruited extra Maritime Ambassadors, targeting those countries in which we did not previously have a presence and we now have 50 ambassadors across 29 countries – up from 23 in 19 countries only a year ago. These volunteers are vital in encouraging improvement of safety cultures among their local maritime networks.

After signing an MOU (Memorandum of Understanding) with HiLo Risk Management², CHIRP Maritime is collaborating in the publication of 'HiLo Buzz' alerts to their subscribers; each report provides in-depth analysis of topical safety issues and identifies the underlying Human

2 <https://www.hilomrm.com/>

Factors causalities. The Maritime Programme also signed MOUs with Human Rights at Sea, and separately with the Container Incident Notification System.

CHIRP staff have contributed to several webinars where they have presented the review of incidents reported to the Charity, and for which CHIRP has published thoughts, comments, and advice. We are also working with the UK's Maritime and Coastguard Agency to review the 'Deadly Dozen' accident taxonomy, using the CHIRP database as a longitudinal reference. On the Aviation side, we have been invited to participate as panel members on several BALPA (pilot union) webinars and with Astral Aviation Consulting, a company that conducts General Aviation safety webinars on behalf of the CAA. Personnel have also presented to several Regional Airspace User Working Groups and to a couple of General Aviation flying clubs who have requested this.

CHIRP Aviation engaged with the CAA to highlight concerns about practices, policies, processes, and procedures relating to, *inter alia*: Air-Ground Communication Service providers exceeding their remit and responsibilities; Air Traffic Control Officer training and availability; provision of lower airspace radar services; addressing risks generated by foreign carriers in UK airspace; airline passenger cabin luggage weight limits; General Aviation pilots' personal assessments of fitness to fly; in-cockpit equipment mounts (for GoPro etc.); and CAA publications and advice to pilots during radio communications failures.

Outcome 3: Adoption of safety outcomes identified in CHIRP reports by regulators, managers, and individuals.

Wherever it has been possible, CHIRP has engaged with regulators, managers, and individuals to encourage the adoption of improved safety outcomes. We have done this through publications and research papers, as well as through advocacy directly.

In 2022, CHIRP received the endorsement of Gard, West, and American Protection & Indemnity Clubs, joining the existing P&I Clubs (Standard, Britannia, TT Club, UK P&I, Pandiman). These make up the bulk of the International Group of P&I Clubs and each receives copies of our *Maritime FEEDBACK* newsletters, which they then forward on to their members.

The Marshall Islands Flag approached CHIRP Maritime for assistance in drafting a paper to be presented to the International Maritime Organization on the safety conditions on board floating armouries.

As a result of companies seeking to maximise their schedules and workforce usage, CHIRP Aviation received numerous reports over the year about sickness, fatigue, and rostering policies. International aviation rules recognise that there are significant risks from aviation practitioners conducting their activities when fatigued or unfit to do so through sickness. Maximum duty times are set, and these are intended to be approached only with caution. CHIRP highlighted concerns in these areas to the CAA and they were able to apply additional oversight to some companies who then modified their behaviours, policies, and processes to meet best practice.

Delivering our message (publications)

After discussion within their associated Advisory Boards³, reports with educational themes and identified value for wider dissemination were published in the respective *Maritime*, *Air Transport*, *General Aviation*, *Cabin Crew*, *Drone/UAS* and *Ground Handling & Security FEEDBACK* newsletters. In addition to email and hard-copy distribution, all *FEEDBACK* newsletters produced during the year, were posted to the CHIRP website and are also accessible using the CHIRP App.

During this reporting period a total of 77 aviation reports were formally published in our *FEEDBACK* newsletters and 42 maritime reports.

Programme	FEEDBACK audience	# Editions
Aviation	Air Transport (24 reports)	4
	Cabin Crew (13 reports)	3
	Drone/UAS (14 reports)	3
	Ground Handling	0
Maritime	Maritime	4
	Superyacht	2

There were no editions of *Ground Handling & Security FEEDBACK* published during the period due to a relative paucity of reports from this sector. Within these newsletters, other aggregated issues were also raised for those reports that could not be sufficiently disidentified and so the actual number of report issues that were effectively publicised this year was close to 100. Aviation *FEEDBACK*s also usually contain a series called 'I Learned About Flying from That (ILAFFT)' which takes stories from the aviation community and publishes them as narratives reflecting events, which highlight safety themes drawn from their actions, observations, or simply good fortune.

The Maritime Programme expanded the number of published languages of the quarterly *Maritime FEEDBACK* publishing 4 editions in 8 languages, including Arabic and Ukrainian. The Superyacht editions were the first of a series of sector-specific newsletters which provide focused safety messages to reach new audiences who are more inclined to read reports that concentrate on their own vessel type. Thanks to the assistance of our Chinese Maritime Ambassador, we also set up pages on Chinese social media sites such as WeChat, TikTok and Weibo.

Alongside the 42 Maritime reports published in the *FEEDBACK* newsletters, a few articles were published by various maritime news outlets including, *inter alia*, the *Nautilus Telegraph*, *Onboard Online*, *Fishing News*, *Quay Issues*, *Triton*, *Boating Business*, *Yachting Today*. These cumulatively ensured that CHIRP remained in the seagoing public's consciousness.

3 https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/837844/MGN_520_Final.pdf

Throughout the year we ran social media campaigns, particularly Facebook, LinkedIn, and Twitter. During this period, our LinkedIn followers more than doubled whilst our Facebook and Twitter followers remained actively engaged with us.

Delivering our message (engagements)

CHIRP Maritime targeted key maritime events such as the Southampton Boat Show, the UK Harbour Master Association Conference, ABP Southampton's *Safety Day* and Indian Maritime Pilots' *Safety Conference* by placing adverts or short articles in their event literature. We presented at various events as panellists, including the Maritime Safety Forum in Aberdeen, Lloyd's Register Foundation's *Safer Worlds* Conference in London, Seatrade Cruise Global in Fort Lauderdale, and the Ocean Business Conference in Southampton. Members of the CHIRP Maritime Team also visited Warsash and Glasgow Maritime Colleges to give presentations to their cadets.

On the Aviation side, we have conducted numerous external engagement events to increase our penetration of the various sectors. We regularly contribute to General Aviation Safety Council (GASCo) council meetings; UK Flight Safety Committee safety information exchanges and Flight Safety Officer foundation courses; Ground Handling Operational Safety Team meetings; and General Aviation Partnership meetings. CHIRP also participates with GASCo and the UK

Airprox Board in forming a 'Safety Village' at large-scale annual events, such as AeroExpo and the Light Aviation Association rally.

Ad hoc contributions and participations are also made in other forums such as British AirLine Pilots Association webinars, CAA/MAA display symposia, and other presentation opportunities at flying clubs and safety events. Notable successes have been made this year in gaining attendance at airline safety review group meetings to highlight CHIRP activities and engage in specific safety issue discussions and resolutions.

Delivering our message (online)

In January 2022, we initiated a marketing and communications transformation, with the aim of attracting greater numbers of adherents to boost reporting numbers and to communicate insights related to emerging trends in Human Factors safety. This involved:

- A refreshed and more compelling brand.
- The development of new website.
- The roll-out of more accessible, easy-to-use reporting app covering all the programmes.
- A revised and refreshed social media posture.

The refreshed approach was launched in August 2022. This provides the foundation to build a social media strategy across the organisation for the future.

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Wherever it has been possible, CHIRP has engaged with regulators, managers, and individuals to encourage the adoption of improved safety outcomes

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BENEFICIARIES

BENEFICIARIES

‘No one seems to care; through CHIRP I realised more people do care.’

– CHIRP Ambassador

‘Training alone is not working, traditional approaches are not working, we must look at human factors.’

– CHIRP Ambassador

“[General Aviation FEEDBACK is] the one aviation product I read immediately from cover to cover.”

– (GAFB94)

CHIRP beneficiaries are a diverse community that include all those whose lives are touched by the safety and security of the aviation and maritime industries.

Most benefit only indirectly from our activities. The direct community reached includes:

- Individuals who are affected by improved safety: aviation practitioners (flight crew, cabin crew, air traffic controllers, engineers, ground handlers, security staff, drone operators and private pilots), mariners, and the public.

- Individuals and organisations that could or do play a role in improving safety; and,
- Regulators who set safety policies, approved means of compliance and guidance material.

Our intention last year was to reach new audiences through our publications.

- Over 2022/23, we assess that CHIRP Maritime distributed to a potential audience of up to 250,000 seafarers. This is assuming an average of 5 readers on each of the 50,000 vessels to which Witherby Publications makes our Annual Digest available, and up to 6,500 cadets in the 100 training establishments that receive our *Maritime FEEDBACK* newsletter have opened and read the document.
- In addition to being transmitted electronically to subscribers of the CAA SkyWise alert notification system, CHIRP Aviation FEEDBACK newsletters are distributed both by electronic and physical means depending on newsletter type. Some people will be subscribed to multiple versions of our newsletters and whilst we can say how many people we send our newsletters to, this is not an estimate of people reached, i.e., those who open and read them.

Newsletter	Numbers	Category	Method
<i>Air Transport FEEDBACK</i>	37K	Flight crew, air traffic controllers, engineers, and ground handling subscribers	Email
<i>Cabin Crew FEEDBACK</i>	600 800	Airline companies for distribution through crew rooms and for publication on their associated internal company company information intranet sites Subscribers	Hard copy and electronic
<i>General Aviation FEEDBACK</i>	38K 2K	Pilots, air traffic controllers, engineers Flying clubs and flying training establishments, air control towers for unlicensed students and wider aviation community	Electronic using CAA license database information. Hard copy
<i>Drone/UAS FEEDBACK</i>	16K (est.)	CAA SkyWise subscribers	Electronically via the CAA SkyWise push notification facility

WORKING IN PARTNERSHIP

We believe it is important, where feasible, to work in partnership with others to build networks of organisations seeking to improve safety in the aviation and maritime industries. CHIRP brings a unique combination of 5 key features to this:

- we focus on the underlying human factors of reports.
- we are confidential.
- we are independent.
- we are impartial.
- we follow up reports with the organisations concerned.

Whilst it is important therefore to seek collaborative partnerships, it is also important that we retain our independent and confidential approach.

For the Aviation Programme, the CAA is the sole funding agency and represents the primary partner for CHIRP. Independence from the CAA is ensured by CHIRP having its

own autonomous, secure, and confidential IT and database systems to which the CAA have no access or oversight. Any interaction with the CAA is conducted only using disidentified information to provide them with processed, anonymised safety intelligence, concerns, and themes.

CHIRP Aviation also works with the aviation industry and other entities to resolve specific problems as and when they arise. Engagement with these organisations is only conducted with the express agreement of reporters and is also in a disidentified manner to ensure that reporters' identities are not compromised.

For the Maritime Programme, we currently have a Memorandum of Understanding (MoU) to facilitate inter-organisational collaboration (for example sharing data or co-development on specific projects) with 6 organisations, including two newly signed in 2022/23 (see above).

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We believe it is important where feasible, to work in partnership with others to build networks of organisations seeking to improve safety in the aviation and maritime industries.

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A photograph of a long, narrow corridor with a glass roof and white walls. The corridor is illuminated by natural light coming from the glass roof and the end of the hallway. The floor is made of wooden planks. On the left side, there is a dark metal railing. On the right side, there are pipes running along the wall. The text "PROGRAMME REPORTS" is overlaid in white, bold, sans-serif font at the bottom of the image.

PROGRAMME REPORTS

PROGRAMME REPORTS

This section of the Annual Report gives an overview of 'human factor incident' reports received this year from people working in the aviation and maritime industries. It is these reports that are the foundation of CHIRP's work.

Aviation Programme

This reporting period embraced the general return to more normal levels of flying operations as COVID-19 travel and social restrictions were removed in UK. Commercial aviation activities continued their recovery started in Winter 2021/22 with fuller schedules being planned but the outstanding feature of the summer period was stress in the system. This was induced by a shortage of staff to meet scheduling requirements as airlines attempted to maximise their commercial activities whilst staff were regaining currency and recency after having returned from redundancy or furlough.

For their part, General Aviation activities commenced slightly later than usual Spring/Summer emergence from Winter hibernation. Although there were also concerns about regaining currency and recency in this sector, for some pilots this was a normal feature of General Aviation flying and so there were often existing processes in place to mitigate the need for extra caution.

During the period, a total of 647 aviation reports were received and accepted by CHIRP for further progression (not including Bullying, Harassment, Discrimination, and Victimisation (BHDV) reports which are counted separately as a special case activity). This represents just over twice as many as in the previous reporting period when 282

reports were received and accepted. The number of Aviation Programme reports received and accepted in the different sectors of reporting for FY2021-22 and FY2022-23 are as shown in the table below.

Reporting themes & issues

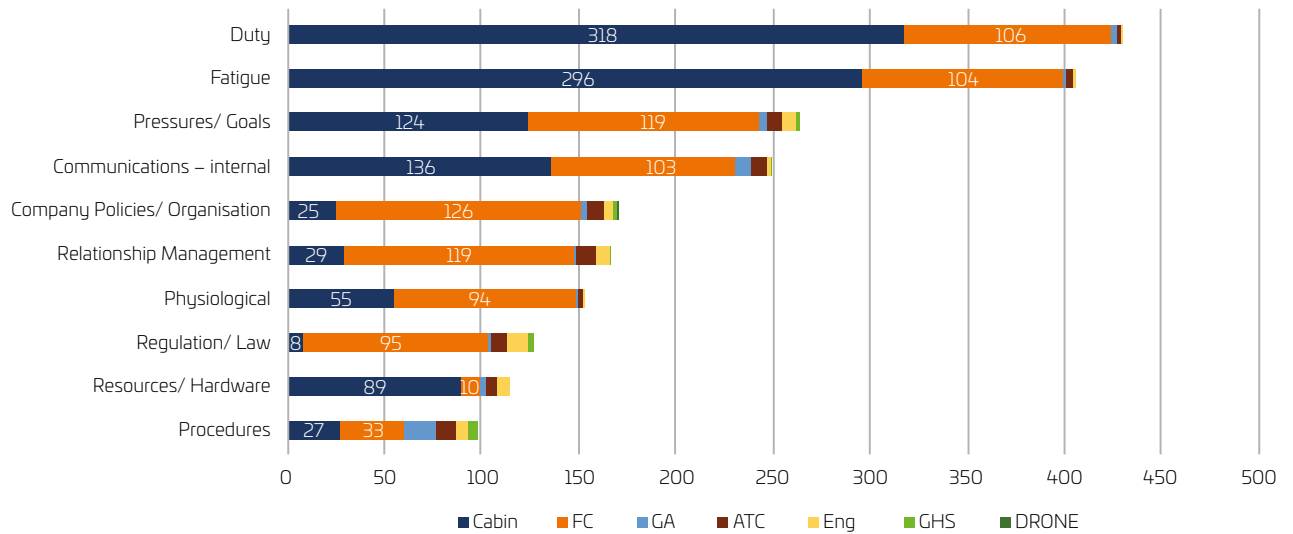
Previous annual analyses have focused solely on descriptive comments about reporting themes by sector that were drawn from textual analysis. In 2021/22, CHIRP Aviation commissioned a major upgrade of our database functionality to provide greater fidelity of statistical analysis and improved data taxonomy handling. This enables richer reporting of key issues and themes as below.

Statistical analysis is presented based on 2 taxonomies – an internal CHIRP taxonomy and the taxonomy used by the International Civil Aviation Organisation, ADREP. The former provides a high-level view of the overall reporting concerns reflecting much the same trends as the ICAO's own system⁴ which provides greater granularity of insights. Both sets of statistics add their own value in understanding the underlying issues. In reviewing the statistics, it should be noted that a single report may have multiple Key Issues hence the numerical counts shown exceed the number of reports received. Also, care should be taken when extrapolating some statistics due to the small numbers of reports in some sectors that can skew interpretations.

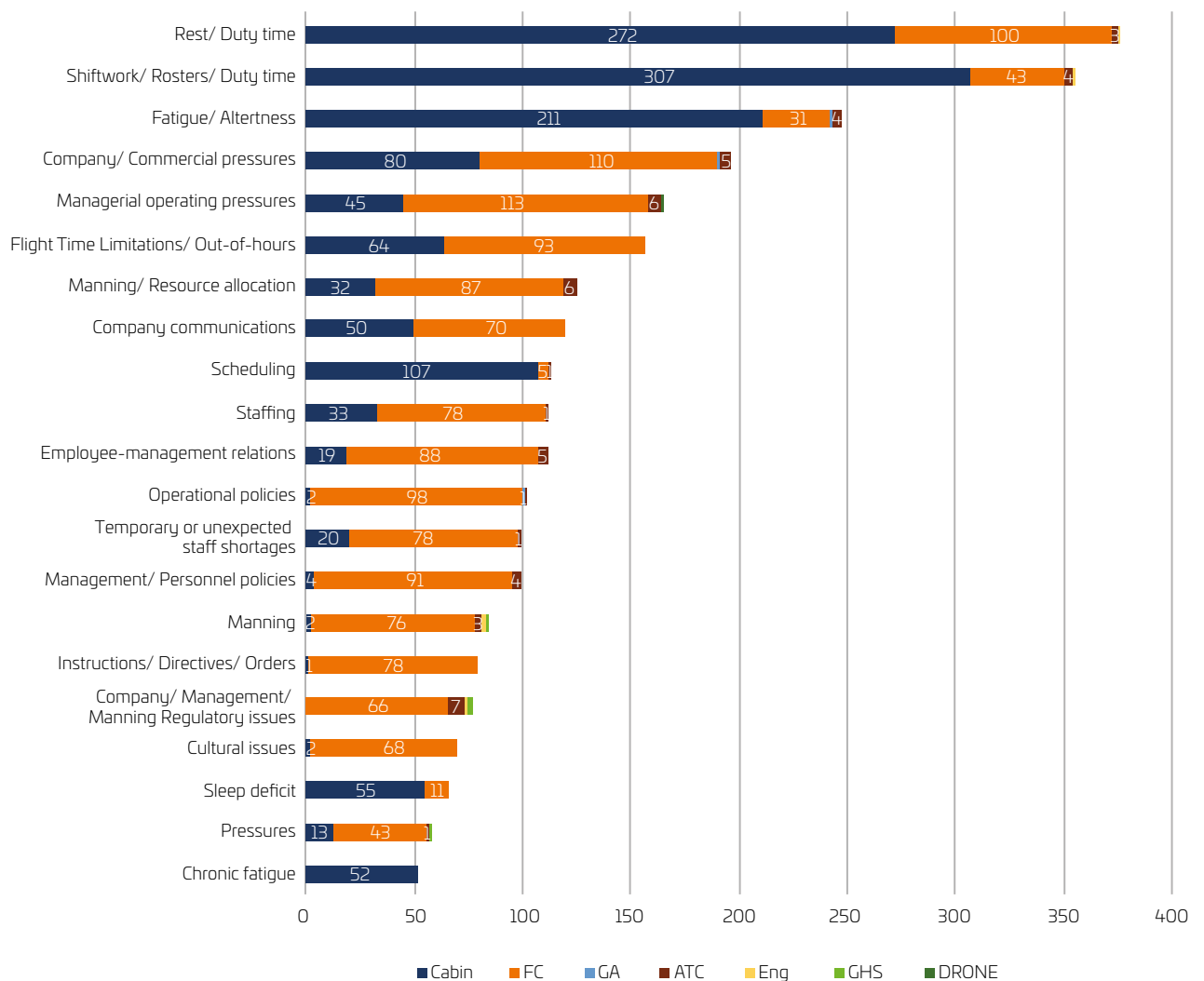
⁴ ADREP <https://www.icao.int/safety/airnavigation/aig/pages/adrep-taxonomies.aspx> accessed 6/6/2023.

Reporting sector	Current reporting period (1 Apr 2022 – 31 Mar 2023)	Previous reporting period (1 Apr 2021 – 31 Mar 2022)
Air Traffic Control	13	1
Cabin Crew	431	203
Drones and UAS	9	4
Engineering	21	8
Flight Crew (commercial)	136	36
Display Flying	0	0
General Aviation	25	24
Ground Handling & Security	12	6
Totals	647	282

Top-10 Overall Key Issues reported to CHIRP FY2022-23



Overall Top-21 ADREP Codes reported to CHIRP - FY2022-23



Whilst the overall statistics shown provide an interesting, aggregated perspective across all sectors of aviation reporting, the predominance of some sectors can skew the relative importance of issues within other less-reported sectors. With respect to individual reporting sectors, interpretation from the charts above shows that:

Cabin Crew primarily reported concerns about duty, fatigue, internal communications, pressures/goals, resources, and physiological concerns (mostly related to contact with customers during COVID-19 but also mental health due to fatiguing rosters).

Flight Crew reported a wider set of issues which, although embracing those of Cabin Crew, interestingly rated Company Policies as their most reported concern. This was associated with several changes to procedures post-COVID-19, many of which saw crews complain of rostering-related issues and a perception that companies were not following their own procedures as they maximised rosters with reduced resources due to post-COVID-19 recency requirements. There was also significant concern about company sickness/absence policies which, in 2 companies, might have induced crews to fly when sick due to financial imperatives, contrary to regulations.

General Aviation reports were primarily focused on *mea culpa* type reports from those who reported reduced situational awareness and being 'rusty' following the extended hiatus in flying that resulted from COVID-19 lockdowns.

Although fewer in number, **Air Traffic Control** reports reflected those of Cabin and Flight Crew by focusing on duty lengths, breaks, and management relations. There were several reports of managers not abiding by the regulations, and this was exacerbated by insufficient numbers of controllers being trained due to there being lack of opportunities with the reduced levels of aviation traffic during the COVID-19 lockdown period.

Engineering, Ground Handling, and Security key issues are shown for completeness but report numbers were low in all three sectors and so it is not sensible to draw too many conclusions other than to comment that, like all other sectors of aviation reporting, resource pressures played a role in all three areas. This was particularly true in the engineering sector, which had the dual pressures of maintaining 'moth-balled' aircraft during the hiatus in flying and then returning those aircraft to operational duty in short order when flying resumed.

Drone/Remotely Piloted Aircraft System reporting is a growing sector for CHIRP following our formal introduction of a drone reporting programme in 2020. The small numbers of reports to date (20 since its introduction and 9 in FY2022-23) mean that meaningful trends and issues have yet to emerge. Notwithstanding, it is encouraging that FY2022-23 saw reporting rates double from previous years as the message gets out about the value of CHIRP confidential reporting activities. Even more encouraging, the CAA has embraced CHIRP reporting in this sector and our programme is mentioned in several CAA drone regulations and publications.

Since its inception in 2021, **Bullying, Harassment, Discrimination, and Victimisation** reporting has shown a steady growth in numbers with there being 16 reports in FY2022-23. This reporting rate reflected the widening of the BHDV programme from the initial Cabin and Flight Crew pilot programme in FY2012-22 to embrace all sectors other than Ground Handling & Security (at CAA's request) in FY2022-23. CHIRP does not engage in resolution or analysis of BHDV reports, our function is simply to provide a reporting portal for aggregated reports to be sent to CAA. As a result, there are no Key Issue or ADREP statistics for this reporting type.

Maritime Programme

We received 144 reports between 1 April 2022 and 31 March 2023 compared with 250 in the previous reporting period. Importantly, a far higher percentage of these were 'near-miss' reports – these are occasions where mandatory reporting is not necessary and where CHIRP reporting can add significant value (for further exploration, see section below). We received 93 near-miss reports, compared with only 35 last year. This suggests that our message is being better-targeted, although it is too soon to be certain of the trend.

As a result, the reduced number of total reports received has not impacted on the quality of analysis or our ability to continue publishing high-quality reports – the number of subscribers to our *FEEDBACK* emails has never been higher.

Nonetheless, we are keen to see even more reporting. During 2023/24, CHIRP is reconfiguring our database to accept reports from other organisations to build a network of databases. The work with our IT support provider is ongoing (see below) and early conversations with several other reporting programmes are positive. The aim is to build a 'global' database for the maritime sector.

Reporting themes & issues

Incident vs Near-Miss Reports

65% of reports received by CHIRP Maritime concerned near-misses and 35% were regarding actual incidents. This is a better near-miss to incident ratio than in previous years and reflects the efforts of the CHIRP team to encourage near-miss reporting. These are preferred because they can provide safety insights without the risk of damage or injury associated with actual incidents.

Factor Analysis

Our analysis of all received reports revealed 88 distinct factors that contributed to safety incidents or near-misses, with an average of 5 identified factors per incident. Figure 1 shows the top 10 factors by frequency of occurrence (%) thus:

- "Inadequate leadership or supervision" occurred in 35% of all reported incidents. This suggests either lack of availability of operational leaders or lack of competency.
- "No/wrong/late visual detection" also occurred in 35% of reported incidents and are often the result of high workloads, distraction, or inattention.
- "Inadequate risk assessment" was present in 32% of all incidents. Common causes for this are inadequate hazard identification (an issue of experience), or lack of time to adequately assess and address the identified risks.

- “Proactive safety risk management” is like the above, but at the organisational level. It highlights the need for improved implementation of hazard identification and risk management practices. This was a factor in 31% of reports.
- “Reactive safety management assurance” occurs when risk assurance measures lack effectiveness in identifying and rectifying safety shortcomings. This was present in 23% of all reports.

experienced – personnel so that adequate time and attention can be allocated to the preparation and supervision of maritime activities. CHIRP has previously questioned whether existing minimum Safe Manning⁵ levels have become misaligned with the current tempo of maritime operations, and especially short sea shipping routes.

A recurring pattern to all 10 of the most frequent causal factors is the presence or otherwise of sufficient – and sufficiently

5 [https://www.wcdnimo.org/localresources/en/OurWork/HumanElement/Documents/1047\(27\).pdf](https://www.wcdnimo.org/localresources/en/OurWork/HumanElement/Documents/1047(27).pdf)

Causal factor frequency (%)

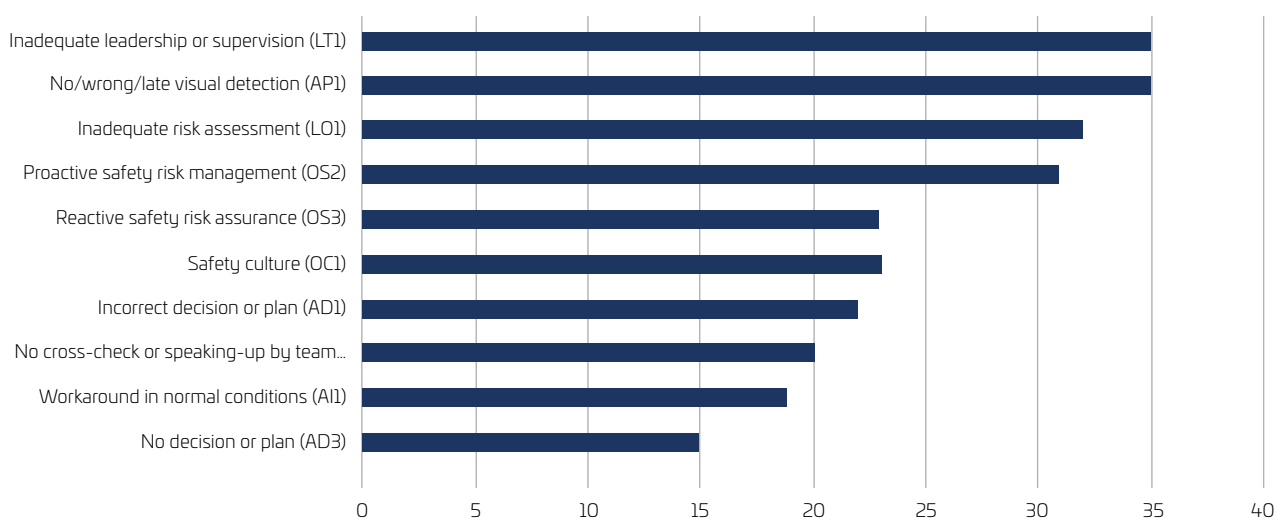


Figure 1: Top 10 causal factors (%)

Incident Outcomes

33% of the incidents reported to CHIRP resulted in personal injury, with another 33% resulting in equipment that was damaged and a final third of incidents relating to operational

and environmental considerations, such as lost time, pollution etc. These findings reflect last year's outcomes (32% and 26% respectively) although fatalities reported to CHIRP (<2%) have fallen compared to last year (10%).

Incident Outcomes (%)

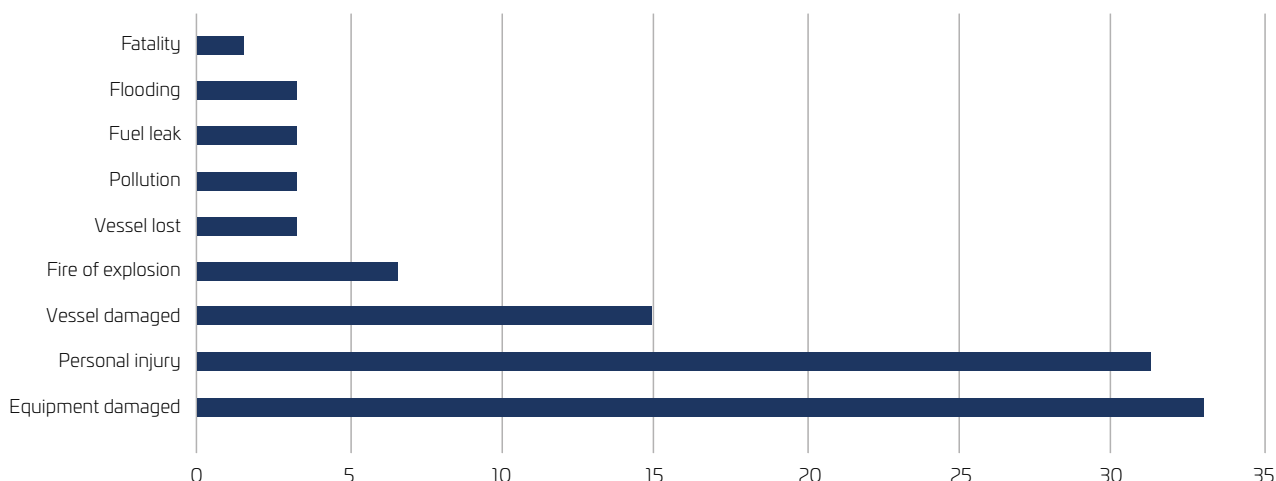


Figure 2: Incident outcomes

Evaluating Report Sources

The most common vessel types mentioned in received reports (Figure 3) were bulk carrier (16%), container vessels (14%) and tankers (13%), closely followed by superyachts (11%). The latter can be explained by the recent introduction

of a superyacht-focused *FEEDBACK* newsletter which has significantly raised awareness of the CHIRP reporting programme across that community, which has led to an increased number of reports from them.

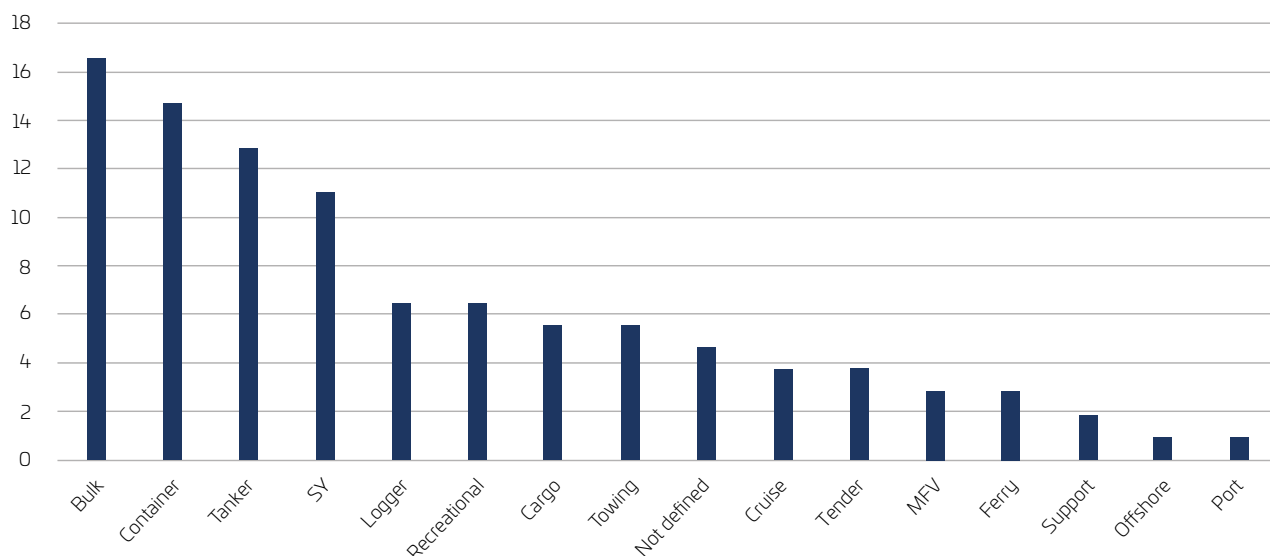


Figure 3: Received reports by vessel type

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Our analysis of all received reports revealed 88 distinct factors that contributed to safety incidents or near-misses, with an average of 5 identified factors per incident.

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FACTORS AFFECTING THE CHARITY'S ABILITY TO ACHIEVE ITS OBJECTIVES

Several factors affect the Charity's ability to achieve its objectives.

Fundraising

CHIRP continued to build excellent relationships in Maritime and Aviation to raise funds for the Charity's programme activities.

Strong relationships with the CAA have been nurtured. Bilateral communications have enabled that relationship to continue to be enhanced as demonstrated by the agreement to fund the 2023/4 funding request in full at the start of the year. CAA Chair/CEO and Programme Director meetings have been held and the CAA nominated Trustee plays a key role on the Board of Trustees.

Maritime donors demonstrate the value of the strong relationships built up over time with key sponsors. This is resulting in increased grants from existing funders and grants from new funders. CHIRP is grateful to the following donors for the support and confidence they show in CHIRP's work: CAA, The International Transport Workers' Federation Seafarers Trust (ITF Seafarers), Lloyd's Register Foundation, International Foundation for Aids to Navigation (IFAN), The Seafarers Charity, Thomas Miller, Trinity House, Britannia P & I, TK Foundation, Anglo Eastern, West P & I, Riela Yachts, Intertanko, International Chamber of Shipping, Intercargo, The American Club, GARD, The Oil Companies International Marine Forum (OCIMF), Red Penguin, UK P & I, WEST, Royal Yachting Association, TT Club, and Witherbys.

In line with CHIRP's goal to establish a stable financial base for the Charity, the Board of Trustees established a Board subgroup to develop a strategy to raise unrestricted funding. Such funding provides the opportunity for more experimental programme activity, as well as ensuring a stable financial base for the Charity. This is an area that will be a central focus for 2023/24.

Diversity and Inclusion

As part of our commitment to Equality, Diversity, and Inclusion, CHIRP recognises that the best teams not only share common goals and values, but that they need a diverse set of skills, perspectives, and experiences to truly succeed in delivering outstanding results. During 2022/23,

we actively sought to engage diverse employees and Trustees, running open recruitment processes to achieve this. We recognise that this is only a first step in a process of further diversifying the team. During 2023/24, a Board subgroup will set out a further plan for this. Our aim is to achieve the following:

- The principles of ED&I will be embedded in CHIRP and will contribute to delivering our public benefit.
- We will seek to reduce any obstacles to participation as appropriate, with our work open to anyone included in our charitable objects.
- The Board will be more effective because of its inclusion of different perspectives, experiences, and skills.

Risk management

The Board of Trustees review the risks the Charity is exposed to every quarter. Those risks included in the table below, are the key risks that were relevant last year as identified by the Trustees, who review a "Business Risk Register" putting in place mitigations as needed.

The principal risks are associated with reserves, governance, cyber security, management of the programmes in relation to maintaining the confidence of sponsors, relevant reports received, and finance. These are set out in the table below. These risks are mitigated through:

- the acknowledged expertise that resides within the Board of Trustees.
- the thorough governance review undertaken by the Board.
- specialist Advisory Boards with industry-wide participation, including nominees from the sponsoring agencies under an independent chair.
- the promulgation of issues raised through the programmes together with the actions taken.
- regular performance reports on the cost-effectiveness of each programme.
- focus on maintaining a healthy financial position.

The Charity notes the Charity Commission's focus on cyber-crime and during the year completed the processes to revalidate with Cyber Essentials.

Whilst the situation gradually improved during the reporting period, the impact of COVID-19 continued to be felt in the Aviation and Maritime industries. Whilst not a direct risk to the Charity, it was still a factor in our working environment.

Key Risk	Mitigation
The Charity holds no funds in a general reserve as defined by the Charity Commission. This constrains its ability to develop and grow, as well as its ability to fund unexpected costs.	<ol style="list-style-type: none"> 1. Programme restricted funds hold restricted reserves. 2. Plan underway to seek to build unrestricted funding in 2023/24 (see Reserves Policy para below).
Loss of confidence in CHIRP's systems from either a data breach or release of reporter's information leads to a reduction in reports.	<ol style="list-style-type: none"> 1. All CHIRP staff instructed in processes for data use and protection. 2. CHIRP database is protected within its storage and operating environment. 3. CHIRP staff have an annual reminder of IT Security policy. 4. CHIRP IT devices have appropriate protective software Anti-Virus, Firewall etc. 5. Maintain current database separation pending review of long-term database needs. 6. Charity is registered with the Cyber Essential kitemark. 7. Anonymisation of reports. 8. Adherence to a clear IT and Information Security Policy.
Business is unable to remain effective due to lack of suitable staff or staff retention.	<ol style="list-style-type: none"> 1. HR policies are appropriate and fit for purpose. 2. Ops Manual reviewed and updated periodically. 3. Staff succession and training plan in place to identify replacements on either a short-term (stop gap) basis or for future recruitment into role. 4. Staff grievance/whistle-blower plan is suitable for the organisation. 5. Viability of volunteer or secondment role as a possible mitigating step to secure continuity kept under review. 6. Maintain contact lists of all who are regularly involved in CHIRP activities, including Trustees.
<p>The organisation fails to attract sufficient finances to meet programme expectations for current planned or new initiatives.</p> <p>Inability to function due to loss or withdrawal of sponsorship or funding streams insufficient to sustain programmes.</p>	<ol style="list-style-type: none"> 1. Aviation Programme nurtures the relationship with CAA and has a CAA nominee on board. 2. Maritime Programme is working to build a wider base of multi-year funding. 3. Neither programme is likely to become unviable due to lack of funding without warning – risks to be closely monitored. 4. The Reserves Policy ensures we maintain discrete Contingency Funds.
Failure to receive adequate numbers of relevant reports, especially as the world recovers from COVID-19 upheaval, making CHIRP irrelevant and unable to fulfil its charitable purpose.	<ol style="list-style-type: none"> 1. Utilising fresh marketing and communications assets to penetrate our "markets". 2. Proactive selling of the CHIRP message. 3. Maritime Ambassador programme.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Board of Trustees

The Board of Trustees has overall responsibility for the direction and management of the Charity's business.

During the year, three Trustees retired from the Board. The Nominations Committee led an open recruitment process, based on a skills audit defining the skills required to refresh the Board. This resulted in the appointment of Captain Don Cockrill, Captain Jeremy Burrows, and Dr Simon Gill to the Board in January 2023.

New Trustees were inducted through attendance on a course conducted by NCVO on the role of a Trustee, which includes safeguarding and risk management, and 1-1 meetings with the Chair and Executive Director. They also participated in a group session with the Programme Directors and Company Secretary on the sharing of key documents and the general running of the Charity.

The Civil Aviation Authority continued to have a representative on CHIRP's Board of Trustees facilitating communication and understanding of the Charity's work within the CAA.

Legal Membership

Most members of the Advisory Boards are eligible also to become legal members of CHIRP. A yearly review of members is conducted in preparation for the AGM, and all those who are eligible to become a new member of CHIRP are invited by the relevant Programme Manager and the

Chair of Trustees. This yearly review also removes members who are no longer eligible or may not wish to continue.

In 2022/23, four new members were welcomed to CHIRP with three joining the Air Transport Advisory Board and one on the Maritime Advisory Board.

Advisory Boards – volunteer led

Advisory Boards assist the Programme Directors by providing subject matter expertise when reviewing reports. The six Boards cover:

- maritime operations.
- superyacht activities.
- commercial air transport operations, including Flight Crew, Air Traffic Control, Engineering.
- cabin crew safety related tasks.
- drone operations.
- general aviation activities.

Our Advisory Boards are comprised of subject matter experts who donate their time to consider safety concerns that have been reported through CHIRP. These volunteers enable the Charity to provide its safety service with expertise and authority, playing a crucial role in helping to maintain and improve safety culture and practice, in aviation and maritime, with a real impact on lives and wellbeing. Over recent years, despite the unprecedented disruption of COVID-19 and other crises, we have adapted the way we work and expanded our reach and influence. This would not have been possible without their generosity, time, or knowledge, and we are hugely grateful to every one of them.

“

A yearly review of members is conducted in preparation for the AGM, and all those who are eligible to become a new member of CHIRP are invited by the relevant Programme Manager and the Chair of Trustees

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Executive

A small executive team supports the Board of Trustees:

- Executive Director – responsible to the Board for the safe and effective management and delivery of CHIRP's day-to-day activities. Robert Robson resigned his post after a three-year term in February 2023 and has since been succeeded by Liz Hughes OBE. Liz joins CHIRP from MapAction.
- Director Aviation – responsible for the delivery of the Aviation Programme. Steve Forward has been in post since April 2020.
- Director Maritime – responsible for the delivery of the Maritime Programme. Adam Parnell has been in post since August 2021.
- Support – Administration & Finance Manager and Company Secretary – operational and financial support. Stephanie Dykes will be taking maternity leave commencing in June 2023. Whilst she is away, maternity cover staff will complete her role and tasks.

This team in turn is supported by a small number of contractors, who work on a call-off basis to support the analysis and follow-up of reports received.

Reserves Policy

The CHIRP Trustees wish to ensure that they can maintain the confidential reporting service through different economic and income cycles.

The reserves policy is intended to ensure sustainability of services in the event of income or expenditure risk materialising, and to include a General Reserve Fund to give CHIRP flexibility in meeting unbudgeted or unexpected expenditure requirements.

Some funders wish to restrict their funding to one or other of the two main programmes. We therefore plan to hold three funds: an Aviation Fund; a Maritime Fund; and an Unrestricted General Reserve Fund.

The intention behind the Aviation and Maritime Funds is to ensure that programme delivery can continue smoothly in the event of short-term funding fluctuations. For 2022/23, the target minimums were based on three months operating costs: the Aviation Fund was therefore £60k and Maritime Fund was £69k.

The intention behind the Unrestricted General Reserve Fund is to be able to meet unexpected additional costs regardless of whether they are due to Aviation or Maritime Programme costs, or shared overhead costs.

Our medium-term goal is to build up an Unrestricted General Reserve Fund of £60,000 (target based on the potential for £20k of unbudgeted cost for each programme and general overheads).

Progress towards building up the Unrestricted General Reserve Fund will be reviewed, and the target updated as appropriate in future years.



FINANCIAL REVIEW

FINANCIAL REVIEW

Income for the year was £517,179 (2022: £412,061) with grants and donations from the following:

- Civil Aviation Authority.
- International Foundation for Aids to Navigation (IFAN).
- The International Transport Workers' Federation (ITF Seafarers).
- Lloyd's Register Foundation.
- Riela Yachts.
- TK Foundation.
- The Seafarers' Charity.
- Thomas Miller.
- Trinity House.
- West Protection and Indemnity Club (West P & I).

In addition, several donors sponsored the Maritime Annual Digest.

Several of the above donors provided multi-year funding for restricted programme related activity whilst also maintaining flexibility in how the grants were apportioned. This enabled the Charity to undertake more outreach work through the development of a marketing and communications project enhancing access to the Charity's reporting services through digital media, a refreshed website, and improved database.

Due to changes of Executive Director, the Charity did not generate the planned unrestricted income during the year but established the groundwork for this for the forthcoming year.

Direct total charitable expenditure for the year was £469,706 (2022: £479,547). As a service provider, CHIRP's single largest cost lies in its salary and consulting costs where personnel provide analysis and insights to deliver a *FEEDBACK* service and promote CHIRP's services to reporting audiences. Other significant expenditures included educational and outreach tools as indicated above (marketing, publications, online access). International and national travel also provided an important capacity to achieve the year's objectives.

A surplus of £47,473 (2022 deficit of £67,486 restated) was added to previous carry forward balances to give funds carried forward of £167,150 (2022: £119,677).

- Aviation Funds - £70,406 (2022: £61,251)
- Maritime Funds - £90,386 (2022: £58,426)
- General Funds - £6,358 (2022: Nil)

The Charity maintained its planned-for restricted reserves level throughout the year, reflecting no unplanned expenditure and a stable financial base to its operations.

In 2020/1 and 2021/2, we reported income from CAA in the year in which it was received rather than the period for which the funding was provided. This has affected the way we report the CAA income for last year, 2021/22, and has resulted in the 2021/22 accounts being restated. Specifically: (i) the CAA grant for 2021/22 that was received in 2020/21 is now treated in the restated 21/22 accounts as income during 21/22 rather than (as previously) funds brought forward from 20/21, so the restated 21/22 figures show a much lower balance brought forward at the start of the year and much higher income and (ii) that part of the 21/22 grant that was unspent in the year 21/22, which the CAA permitted CHIRP to carry forward to 2022/23, is now shown as income in 22/23 rather than funds brought forward from 21/22. These changes are shown in the accounts as 'prior year adjustments'. In future, this approach will enable more transparent and consistent comparison between incoming and outgoing resources.

Financial Risk Policies and Exposures

The Charity's policy in respect of cash funds is to deposit appropriate amounts in separate institutions to minimise exposure risk. The Charity has no invested funds.

GOING CONCERN

The Charity's activities, together with the factors likely to affect its future development, performance and position, are set out in this report and the financial summary is set out below:

The Trustees have reviewed the financial position of the Charity, including assumptions about future costs and income, and the forecast cash flow through to September 2024. They judge that the assumptions are prudent and realistic; this judgement is informed by the Board's practice throughout the year of routinely reviewing CHIRP's main sources of income, main costs and cost drivers, relationships with key funders, and Trustees' own expert knowledge of the external environment.

The cash flow forecast based on these assumptions shows a continuing surplus, with the Aviation and Maritime Funds holding more than the minimum required by the reserves policy. The Trustees are confident that routine reporting at Board meetings will enable timely monitoring of the actual income and costs, and that in the event of a reduction in income or unexpected cost, the Charity will have time and capacity to cut costs in line with this. They therefore have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements continue to be prepared on a going concern basis.

THE CHIRP CHARITABLE TRUST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of The CHIRP Charitable Trust for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the Trustees are required to:


- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Approved by order of the Board of Trustees on and signed on its behalf by:



Ruth Kaufman OBE – Trustee
18 August 2023

THE CHIRP CHARITABLE TRUST

REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF THE CHIRP CHARITABLE TRUST

Opinion

We have audited the financial statements of The CHIRP Charitable Trust (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the 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 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 charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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

Opinions on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of Trustees

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

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

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

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.

Based on our understanding of the charitable company and sector, we identified that the principal risks of non-compliance with laws and regulations related to breaches

of employment law, data protection and anti-bribery and corruption legislation, and we considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the financial statements, such as the Charities Acts, Companies Act 2006 and UK tax legislation. We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to posting inappropriate journal entries to overstate profit and management bias in accounting estimates. Audit procedures performed by the engagement team included:

- Discussions with management and Trustee directors, including consideration of known or suspected instances of non-compliance with laws and regulations and fraud;
- Identifying and testing journal entries, in particular any journal entries posted with unusual account combinations;
- As required by ISA 240, incorporating an element of unpredictability into our audit testing.

There are inherent limitations in the audit procedures described above. We are less likely to become aware of instances of non-compliance with laws and regulations that are not closely related to events and transactions reflected in the financial statements. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

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

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Gavin Whitter

Gavin Whitter

(Senior Statutory Auditor) for and on behalf of
Gibson Whitter Limited Statutory Auditors

Larch House, Parklands Business Park
Denmead, Hampshire PO7 6XP

Date: *31 August 2023*

THE CHIRP CHARITABLE TRUST

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted Funds £	Restricted Funds £	31.3.23 Total Funds £	31.3.22 Total Funds as restated £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	11,520	4,638	16,158	6,493
Charitable activities	4				
Aviation		–	238,200	238,200	206,406
Maritime		–	261,487	261,487	199,085
Investment income	3	1,334	–	1,334	77
Total		<u>12,854</u>	<u>504,325</u>	<u>517,179</u>	<u>412,061</u>
EXPENDITURE ON					
Charitable activities	5				
Aviation		–	229,015	229,015	233,649
Maritime		<u>6,496</u>	<u>234,195</u>	<u>240,691</u>	<u>245,898</u>
Total		<u>6,496</u>	<u>463,210</u>	<u>469,706</u>	<u>479,547</u>
NET INCOME/(EXPENDITURE)		6,358	41,115	47,473	(67,486)
RECONCILIATION OF FUNDS					
Total funds brought forward					
As previously reported		–	130,977	130,977	386,391
Prior year adjustment	12	<u>–</u>	<u>(11,300)</u>	<u>(11,300)</u>	<u>(199,228)</u>
As restated		<u>–</u>	<u>119,677</u>	<u>119,677</u>	<u>187,163</u>
TOTAL FUNDS CARRIED FORWARD	18	<u><u>6,358</u></u>	<u><u>160,792</u></u>	<u><u>167,150</u></u>	<u><u>119,677</u></u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The Charity has no recognised gains or losses other than those dealt with in the statement of financial activities.

THE CHIRP CHARITABLE TRUST

BALANCE SHEET

31 MARCH 2023

	Notes	31.3.23 Total Funds £	31.3.22 as restated £
FIXED ASSETS			
Tangible assets	13	2,308	3,017
CURRENT ASSETS			
Debtors	14	15,338	6,564
Cash at bank and in hand		235,460	151,551
		250,798	158,115
CREDITORS			
Amounts falling due within one year	15	(85,956)	(41,455)
NET CURRENT ASSETS		164,842	116,660
TOTAL ASSETS LESS CURRENT LIABILITIES		167,150	119,677
NET ASSETS		167,150	119,677
FUNDS	18		
Unrestricted funds		6,358	–
Restricted funds		160,792	119,677
TOTAL FUNDS		167,150	119,677

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Board of Trustees and were signed on its behalf by:



Ruth Kaufman OBE – Trustee
18 August 2023

THE CHIRP CHARITABLE TRUST

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2023

	Notes	31.3.23 £	31.3.22 £
Cash flows from operating activities			
Cash generated from operations	1	<u>84,411</u>	<u>(248,182)</u>
Net cash provided by/(used in) operating activities		<u>84,411</u>	<u>(248,182)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(1,836)	(1,475)
Interest received		<u>1,334</u>	<u>77</u>
Net cash used in investing activities		<u>(502)</u>	<u>(1,398)</u>
Change in cash and cash equivalents in the reporting period		83,909	(249,580)
Cash and cash equivalents at the beginning of the reporting period		<u>151,551</u>	<u>401,131</u>
Cash and cash equivalents at the end of the reporting period		<u><u>235,460</u></u>	<u><u>151,551</u></u>

THE CHIRP CHARITABLE TRUST

NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2023

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.23 £	31.3.22 as restated £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	47,473	(67,486)
Adjustments for:		
Depreciation charges	2,545	2,382
Interest received	(1,334)	(77)
Increase in debtors	(8,774)	(202)
Increase/(decrease) in creditors	44,501	(182,799)
Net cash provided by/(used in) operations	<u>84,411</u>	<u>(248,182)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.22 £	Cash flow £	At 31.3.23 £
Net cash			
Cash at bank and in hand	<u>151,551</u>	<u>83,909</u>	<u>235,460</u>
	<u>151,551</u>	<u>83,909</u>	<u>235,460</u>
Total	<u>151,551</u>	<u>83,909</u>	<u>235,460</u>

THE CHIRP CHARITABLE TRUST

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Going concern

The Charity's activities, together with the factors likely to affect its future development, performance and position, are set out in this report and the financial summary is set out below:

The Trustees have reviewed the financial position of the Charity including assumptions about future costs and income, and the forecast cash flow through to September 2024. They judge that the assumptions are prudent and realistic; this judgement is informed by the Board's practice throughout the year of routinely reviewing CHIRP's main sources of income, main costs and cost drivers, relationships with key funders, and Trustees' own expert knowledge of the external environment. The cash flow forecast based on these assumptions shows a continuing surplus, with the Aviation and Maritime Funds holding more than the minimum required by the reserves policy. The Trustees are confident that routine reporting at Board meetings will enable timely monitoring of the actual income and costs, and that in the event of a reduction in income or unexpected cost, the Charity will have time and capacity to cut costs in line with this. They therefore have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements continue to be prepared on a going concern basis.

Critical accounting judgements and key sources of estimation uncertainty

In the application of the charitable company's accounting policies, the Trustee directors may be 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 the 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 if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods. There are currently no critical estimates or judgements requiring disclosure in addition to the accounting policies described.

Income

Income is only deferred when:

- the donor specifies that the grant or donation must only be used in future accounting periods;
- or the donor has imposed conditions which must be met before the Charity has unconditional entitlement.

Investment income is earned through funds held on deposit.

Income from activities to generate funds, such as services provided, and investment income are recognised on a receivable basis.

Volunteers and donated services

The value of services provided by volunteers is not incorporated into these financial statements.

Where goods or services are provided to the Charity as a donation that would normally be purchased from suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the Charity.

Expenditure

Expenditure is recognised when a liability is incurred. Contractual arrangements are recognised as goods or services are supplied.

- Charitable activities include expenditure to support the delivery of the Charity's objects. Charitable activities include both the direct costs and support costs relating to these activities.
- Support costs include central functions and governance costs and have been allocated to activities on a basis consistent with the use of resources (See note 7).

VAT

The Charity is not registered for VAT and is unable to recover VAT incurred on its expenses. On this basis all costs are recorded inclusive of VAT within the financial statements throughout the current and previous year.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 15% on cost
Computer equipment	- 33% on cost

Assets over £500 are capitalised.

36

1. ACCOUNTING POLICIES – continued**Taxation**

The Charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors

or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company contributes to defined contribution pension scheme for each staff member or to a pension scheme of the employee's own choice. Contributions payable are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	31.3.23 £	31.3.22 £
Sponsorship	15,658	6,493
Donations	500	–
	<u>16,158</u>	<u>6,493</u>

3. INVESTMENT INCOME

	31.3.23 £	31.3.22 £
Deposit account interest	<u>1,334</u>	<u>77</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31.3.23 £	31.3.22 as restated £
Grants	Aviation	238,200	206,406
Grants	Maritime	<u>261,487</u>	<u>199,085</u>
		<u>499,687</u>	<u>405,491</u>

4. INCOME FROM CHARITABLE ACTIVITIES – continued

Grants received, included in the above, are as follows:

	31.3.23 £	31.3.22 as restated £
Civil Aviation Authority (CAA)	238,200	206,406
Britannia Steamship	–	15,000
The Seafarers Charity	75,000	60,000
Trinity House Maritime Charity	13,333	19,000
TK Foundation	13,154	35,491
ITF Seafarers Trust	60,000	60,000
Thomas Miller P&I (Europe) Ltd	10,000	10,000
Lloyd's Register Foundation	65,000	(406)
International Foundation for Aids to Navigation (IFAN)	25,000	–
	<u>499,687</u>	<u>405,491</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct costs (see note 6) £	Support costs (see note 7) £	Totals £
Aviation	173,361	55,654	229,015
Maritime	<u>187,968</u>	<u>52,723</u>	<u>240,691</u>
	<u>361,329</u>	<u>108,377</u>	<u>469,706</u>

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.3.23 £	31.3.22 £
Staff costs	169,066	150,168
Contractors	66,945	106,020
Medical insurance	701	686
Postage and stationery	22,966	35,689
IT support and hosting	20,438	33,201
Projects - database upgrade	9,252	12,000
Projects - marketing and communications	18,297	35,220
Design, editing and translation	22,617	13,730
Meetings and catering	4,848	3,853
Maritime Annual Digest	11,287	9,243
International travel	14,912	–
	<u>361,329</u>	<u>399,810</u>

The notes form part of these financial statements

7. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Aviation	49,612	6,042	55,654
Maritime	<u>46,680</u>	<u>6,043</u>	<u>52,723</u>
	<u>96,292</u>	<u>12,085</u>	<u>108,377</u>

Support costs, included in the above, are as follows:

Management:

	Aviation £	Maritime £	31.3.23 Total activities £	31.3.22 Total activities £
Wages	31,505	31,505	63,010	44,054
Rent	728	728	1,456	2,031
Insurance	512	512	1,024	1,154
Telephone	901	301	1,202	2,357
Sundries	855	388	1,243	546
IT, software and website costs	902	266	1,168	3,843
Payroll processing and bookkeeping costs	1,668	1,667	3,335	1,922
Staff training	63	158	221	1,587
Subscriptions	1,256	817	2,073	948
Travel and accommodation	7,435	7,544	14,979	4,439
Bank charges	266	762	1,028	1,001
Recruitment costs	1,504	1,504	3,008	-
Depreciation of tangible assets	<u>2,017</u>	<u>528</u>	<u>2,545</u>	<u>2,382</u>
	<u>49,612</u>	<u>46,680</u>	<u>96,292</u>	<u>66,264</u>

Governance costs:

	Aviation £	Maritime £	31.3.23 Total activities £	31.3.22 Total activities £
Auditors' remuneration	4,362	4,363	8,725	9,201
Auditors' remuneration for non audit work	429	429	858	996
Legal and professional fees	713	712	1,425	3,192
Trustees' expenses	148	149	297	84
Trustee training	<u>390</u>	<u>390</u>	<u>780</u>	<u>-</u>
	<u>6,042</u>	<u>6,043</u>	<u>12,085</u>	<u>13,473</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.23 £	31.3.22 £
Auditors' remuneration	8,725	9,201
Auditors' remuneration for non audit work	858	996
Depreciation – owned assets	<u>2,545</u>	<u>2,383</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

During the year no Trustees received remuneration from the charitable company (31.3.22: £Nil).

Trustees' expenses

During the year, three (31.3.22: one) Trustees were reimbursed expenses by the charitable company for travel and subsistence totalling £297 (31.3.22: £84).

10. STAFF COSTS

	31.3.23 £	31.3.22 £
Wages and salaries	202,376	165,438
Social security costs	18,791	18,751
Other pension costs	<u>10,909</u>	<u>10,033</u>
	<u>232,076</u>	<u>194,222</u>

The average monthly number of employees during the year was as follows:

	31.3.23	31.3.22
Maritime	1	1
Aviation	2	1
Support	<u>2</u>	<u>2</u>
	<u>5</u>	<u>4</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	31.3.23	31.3.22
£60,001 - £70,000	<u>1</u>	<u>1</u>

The full-time equivalent number of employees is 3.5 (31.3.22: 3).

The key management personnel of the Charity comprise the Trustees, Executive Director, Aviation Director and Maritime Director. The total employment benefits, including employer's pension contributions of the key management personnel, were £167,133 (31.3.22: £160,928).

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 MARCH 2022

	Unrestricted Funds £	Restricted Funds £	Total Funds as restated £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	–	6,493	6,493
Charitable activities			
Aviation	–	206,406	206,406
Maritime	–	199,085	199,085
Investment income	–	77	77
Total	–	412,061	412,061
EXPENDITURE ON			
Charitable activities			
Aviation	–	233,649	233,649
Maritime	–	245,898	245,898
Total	–	479,547	479,547
NET INCOME/(EXPENDITURE)	–	(67,486)	(67,486)
RECONCILIATION OF FUNDS			
Total funds brought forward			
As previously reported	–	386,391	386,391
Prior year adjustment	–	(199,228)	(199,228)
As restated	–	187,163	187,163
TOTAL FUNDS CARRIED FORWARD	–	119,677	119,677

12. PRIOR YEAR ADJUSTMENT

It has been identified that the Civil Aviation Authority's (CAA) grant to the Charity for 2021/22 which was received in 2020/21 had not been deferred in accordance with grant period stipulated. The 2021/22 CAA grant was for £199,228. This has resulted in the previously stated restricted funds balance at 31 March 2021 being restated. It does not impact on the previously stated restricted funds balance at 31 March 2022, nor the balance sheet at 31 March 2022.

Additionally, the CAA had agreed that the Charity could carry forward an underspend of £11,300 on its 2021/22 grant funding to 2022/23. This had not been deferred at 31 March 2022. This has resulted in the previously stated restricted funds balance at 31 March 2022 being restated. It has also resulted in the creditors previously reported on the balance sheet at 31 March 2022 being increased by £11,300.

This is also noted in the Trustees annual report.

A summary of these changes is shown below.

	31.3.23 £	31.3.22 £
CAA grant income received in 2020/21 for 2021/22 not deferred	–	199,228
Underspend of 2021/22 CAA grant income not deferred to 2022/23	11,300	(11,300)
Effect of prior year adjustments	11,300	187,928
Total restricted funds brought forward as previously stated	130,977	386,391
Total restricted funds brought forward as restated	119,677	187,163

13. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2022	1,136	8,489	9,625
Additions	–	1,836	1,836
Disposals	(288)	(359)	(647)
At 31 March 2023	848	9,966	10,814
DEPRECIATION			
At 1 April 2022	1,136	5,472	6,608
Charge for year	–	2,545	2,545
Eliminated on disposal	(288)	(359)	(647)
At 31 March 2023	848	7,658	8,506
NET BOOK VALUE			
At 31 March 2023	–	2,308	2,308
At 31 March 2022	–	3,017	3,017

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23 £	31.3.22 £
Trade debtors	–	1,000
Prepayments and accrued income	15,338	5,564
	<u>15,338</u>	<u>6,564</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23 £	31.3.22 £
Trade creditors	13,374	7,839
Social security and other taxes	6,422	8,262
Other creditors	2,968	1,922
Deferred income	46,128	11,300
Accrued expenses	17,064	12,132
	<u>85,956</u>	<u>41,455</u>

Deferred income

Deferred income comprises grants received in advance.

	31.3.23 £	31.3.22 £
Balance brought forward	11,300	–
Amount released to incoming resources	(11,300)	–
Amount deferred in the year	<u>39,461</u>	<u>11,300</u>
Balance carried forward	<u>39,461</u>	<u>11,300</u>

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.23 £	31.3.22 £
Within one year	<u>–</u>	<u>798</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	31.3.23 Total Funds £	31.3.22 Total Funds as restated £
Fixed assets	–	2,308	2,308	3,017
Current assets	6,358	2 44,440	250,798	158,115
Current liabilities	–	(85,956)	(85,956)	(41,455)
	<u>6,358</u>	<u>160,792</u>	<u>167,150</u>	<u>119,677</u>

18. MOVEMENT IN FUNDS

	At 1.4.22 £	Prior year adjustment £	Net movement in funds £	At 31.3.23 £
Unrestricted funds				
General fund	–	–	6,358	6,358
Restricted funds				
Aviation programme	72,551	(11,300)	9,155	70,406
Maritime programme – General	51,848	–	(2,273)	49,575
Maritime programme – Annual Digest	6,578	–	(6,578)	–
Maritime programme – Lloyd’s Register Foundation	–	–	10,104	10,104
Maritime programme – Thomas Miller	–	–	73	73
Maritime programme – IFAN Group	–	–	12,445	12,445
Maritime programme – TK Foundation	–	–	13,040	13,040
Maritime programme – The Seafarers Charity	–	–	11,695	11,695
Maritime programme – Trinity House	–	–	(6,546)	(6,546)
	<u>130,977</u>	<u>(11,300)</u>	<u>41,115</u>	<u>1 60,792</u>
TOTAL FUNDS	<u>130,977</u>	<u>(11,300)</u>	<u>47,473</u>	<u>167,150</u>

18. MOVEMENT IN FUNDS – continued

Net movement in funds included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	12,854	(6,496)	6,358
Restricted funds			
Aviation programme	238,200	(229,045)	9,155
Maritime programme – General	4,638	(6,911)	(2,273)
Maritime programme – Annual Digest	–	(6,578)	(6,578)
Maritime programme – Lloyd’s Register Foundation	65,000	(54,896)	10,104
Maritime programme – Thomas Miller	10,000	(9,927)	73
Maritime programme – ITF Seafarers Trust	60,000	(60,000)	–
Maritime programme – IFAN Group	25,000	(12,555)	12,445
Maritime programme – TK Foundation	13,154	(114)	13,040
Maritime programme – The Seafarers Charity	75,000	(63,305)	11,695
Maritime programme – Trinity House	13,333	(19,879)	(6,546)
	<u>504,325</u>	<u>(463,210)</u>	<u>41,115</u>
TOTAL FUNDS	<u>517,179</u>	<u>(469,706)</u>	<u>47,473</u>

Comparatives for movements in funds

	At 1.4.21 £	Prior year adjustment £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Restricted funds					
Aviation programme	287,644	(199,228)	(27,165)	–	61,251
Maritime programme – General	67,266	–	(15,418)	–	51,848
Maritime programme – Annual Digest	9,243	–	(2,750)	85	6,578
Maritime programme – Lloyd’s Register Foundation	7,251	–	(7,530)	279	–
Maritime programme – Thomas Miller	–	–	356	(356)	–
Maritime programme – ITF Seafarers Trust	987	–	(980)	(7)	–
Maritime programme – Lloyd’s Register Foundation Far East	14,000	–	(13,999)	(1)	–
	<u>386,391</u>	<u>(199,228)</u>	<u>(67,486)</u>	<u>–</u>	<u>119,677</u>
TOTAL FUNDS	<u>386,391</u>	<u>(199,228)</u>	<u>(67,486)</u>	<u>–</u>	<u>119,677</u>

18. MOVEMENT IN FUNDS – continued

Comparative net movement in funds included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Restricted funds			
Aviation programme	206,445	(233,610)	(27,165)
Maritime programme – General	129,529	(144,947)	(15,418)
Maritime programme – Annual Digest	6,493	(9,243)	(2,750)
Maritime programme – Lloyd’s Register Foundation	–	(7,530)	(7,530)
Maritime programme – Thomas Miller	10,000	(9,644)	356
Maritime programme – ITF Seafarers Trust	60,000	(60,980)	(980)
Maritime programme – Lloyd’s Register Foundation Far East	(406)	(13,593)	(13,999)
	<u>412,061</u>	<u>(479,547)</u>	<u>(67,486)</u>
TOTAL FUNDS	<u>412,061</u>	<u>(479,547)</u>	<u>(67,486)</u>

There were no unrestricted funds in the prior year

Funds are restricted as follows:

Aviation programme

Funding to support an independent, voluntary, confidential reporting system. This also covers the general costs associated with running such a system.

Maritime programme – General

Funding to support CHIRP’s general maritime activities offering an independent, voluntary, confidential reporting medium to those working in maritime.

Maritime programme – Annual Digest

Fund to support the production of the CHIRP Maritime Annual Digest.

Maritime programme – Lloyd’s Register Foundation

Supporting the cost of a study to advance CHIRP’s operations in association with a university.

Maritime programme – Thomas Miller

To promote safety and awareness for international seafarers. Thomas Miller was content that the £356 be moved.

Maritime programme – ITF Seafarers Trust

To promote safety and awareness for international seafarers.

Maritime programme – Lloyd’s Register Foundation Far East

Supporting the cost of a study to advance CHIRP’s operations in association with a university, specifically funding travel to the Far East.

Maritime programme – Trinity House

To promote safety and awareness for international seafarers. This fund is in deficit as the expenditure has been incurred earlier in the programme. This will reverse in the next accounting period when the deferred income is released.

19. EMPLOYEE BENEFIT OBLIGATIONS

The Charity contributes to a multi-stakeholder defined contribution pension scheme for its employees that the Charity has selected or employees can opt for the employer contributions to be made to a pension scheme of their own choice.

The employer's contribution to pension schemes on behalf of its employees during the year was £10,909 (2022: £10,033). At the balance sheet date, £nil (2022: £954) was payable in respect of pension contributions.

20. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

21. ULTIMATE CONTROLLING PARTY

The charitable company is under the control of its members. No one member has control of the charitable company.

The notes form part of these financial statements



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