

**REGISTERED NUMBER: 00778293**

**BRITISH PROPERTY FEDERATION**

**(Limited by Guarantee)**

**REPORT OF THE DIRECTORS AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31 DECEMBER 2023**

	<b>Page</b>
<b>Company Information</b>	<b>2</b>
<b>Directors' Report</b>	<b>3</b>
<b>Statement of Directors' Responsibilities</b>	<b>6</b>
<b>Report of the Independent Auditor</b>	<b>7</b>
<b>Consolidated Statement of Comprehensive Income</b>	<b>10</b>
<b>Consolidated and Company Balance Sheet</b>	<b>11</b>
<b>Consolidated and Company Statement of Changes in Equity</b>	<b>12</b>
<b>Consolidated Statement of Cash Flows</b>	<b>13</b>
<b>Notes to the Consolidated Financial Statements</b>	<b>14</b>

**Directors**

Mark C Allan  
Simon G Carter (appointed 4 July 2023)  
Helen C Gordon  
Guy J Grainger  
Jessica G Hardman  
Isabelle B Hease  
Ami R Kotecha (appointed 4 July 2023)  
Melanie J Leech  
Alan J Leibowitz  
Madeleine A McDougall  
Jonathan S Murphy  
David J G Partridge

**Company Secretary** Ion M P Fletcher

**Business Address  
and Registered Office**

5<sup>th</sup> Floor  
St Albans House  
57 – 59 Haymarket  
London SW1Y 4QX

**Auditors**

PKF Littlejohn LLP  
Statutory Auditors  
15 Westferry Circus  
Canary Wharf  
London E14 4HD

**Company Registration Number** 00778293

## Introduction

The Directors present their report and the audited financial statements of the Group and Company for the year ended 31 December 2023.

## Business of the British Property Federation (BPF)

The purpose of the BPF is to develop partnerships with the UK and Scottish Governments, and other decision making bodies, so that it can encourage the development of policies and regulations that will enable the property industry to grow and thrive.

## Review of business and future developments

In 2023 the BPF celebrated its 60th anniversary; a milestone that reflects the UK property industry's ongoing support for its main trade body and recognition of the important work that the BPF carries out on behalf of the sector.

It was another busy and successful year for the organisation, which carried out just under 100 events across the UK ranging from the sellout Annual Dinner to the ever-popular CEO breakfasts, with a strong presence at industry events such as MIPIM and UKREiiF.

In light of an increasing focus by BPF members on the potential for technology to deliver better outcomes for the property sector and its users, the year also saw the BPF merge with the UK Proptech Association (UKPA) with the aim of bringing the property and technology communities closer together to drive better engagement and collaboration between them. UKPA became a subsidiary company of the BPF and three UKPA employees joined the BPF as part of this merger.

Sustainability remained a particular priority for the organisation, with increasing take-up of the BPF Net Zero Pledge by a diverse set of members including investors, law firms, social housing providers and consultancies. We also launched the BPF Net Zero Knowledge Hub and saw more members sharing their decarbonisation experiences and expertise with their industry peers. Finally, we published Towards Net Zero, our first major report on net zero buildings.

BPF Futures, our network for those with fewer than ten years' industry experience, also had a bumper year, with 2,067 members as at 31st December 2023. Nearly 1,000 BPF Futures members booked to attend one of our 30 events that were held in London, Birmingham, Leeds, Glasgow and Edinburgh. We've welcomed a record-breaking 670 new members to the network and have 223 participants in the mentoring programme. On the policy front, it was an extremely busy year for the residential sector with the threat of rent controls from Labour metro mayors. The BPF worked to gather evidence from Scotland and around the world, briefing Labour contacts on the potential negative impacts with the result that the Labour leadership nationally came out clearly against any such controls. On renters' reform, all our recommendations were included in the Levelling Up, Housing and Communities Select Committee's final report and our focus on court reform saw the Government pledge to retain section 21 'no fault' repossessions until court improvements had been delivered.

To help members get to grips with building safety reform we ran a series of events across 2023 and supported various materials hosted on our YouTube account. During 2023 we also engaged in several high-profile building safety issues, including consultation on the building safety levy and second staircases. We also had significant engagement with Ministers and officials on various aspects of leasehold reform, meeting on a weekly basis as the Government developed its proposals into a Bill, and pushed back strongly on the Government's proposals for ground rents.

We successfully worked with a wide range of stakeholders to oppose the Government's plans to replace s106 of the Town and Country Planning Act 1990 and the Community Infrastructure Levy with a single charge as part of the Levelling Up and Regeneration Act 2023. At the same time, we published 'Unlocking Growth Through Partnership', the third in our series of reports on public private partnerships (PPPs) and will be rolling out a programme of work to promote best practice across our membership, share insights and experiences, and help local authorities build successful PPPs.

Following our sustained advocacy for Town Centre Investment Zones, the Government is now taking the core of that idea forwards by running High Street Accelerator pilots with dedicated funding. Our lobbying on the need for more flexible place-based funding contributed towards the announcement of £1.1bn of new Government funding that towns can spend over ten years in whatever way best supports their plans. And our efforts on business rates were rewarded by the passage of the Non-Domestic Ratings Act 2023, which will deliver more frequent revaluations and an end to downwards phasing of rates bills.

In Scotland, SPF delivered an in-depth analysis of the impact of the Scottish Government's private rented sector (PRS) rent freeze/cap and engaged closely with Scottish Ministers on proposals for longer-term rent controls. This included a meeting of the SPF's Policy Committee hosted by a Scottish Minister at the Scottish Parliament. In an intensive year of representations for the industry in Scotland, wider issues addressed included a government-led review of purpose built student accommodation, the New Deal for Business Group on non-domestic rates reform, the introduction of the new Scottish National Planning Framework and building standards reform, and a new Scottish Passivhaus standard intended to be introduced in 2025.

The BPF's top priorities in 2024 will be to engage with political stakeholders ahead of the General Election to be held on 4th July and to build on the merger with UKPA by delivering a programme of technology and innovation-focused events and insights.

### **Directors' Indemnity**

The Company has provided qualifying third-party indemnities for the benefit of its Directors. These were provided during the year and remain in force at the date of this report.

### **Results for the year**

The results are set out in the consolidated statement of comprehensive income on page 10. The surplus for the year after taxation was £69,280 (2022 – loss of £189,986).

### **Health and safety**

The Board is committed to achieving the highest standards of care in its attention to health, safety and fire prevention. The Board requires safe working practices to ensure that employees, tenants and the general public are not harmed by the BPF's activities. Regular checks are made of office equipment, staff welfare and working practices to ensure that correct standards are maintained, and health and safety specialists undertake an annual inspection of fire prevention equipment.

### **Membership of the Board**

The BPF wishes to thank the Directors for their contribution to its affairs during the year. The Directors serving during the year and up to the date of this report are set out on page 2.

### **Provision of Information to Auditors**

So far as each of the Directors is aware at the time this report is approved:

- there is no relevant audit information of which the Company's auditors are unaware; and
- the Directors 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.

**Auditor:**

PKF Littlejohn LLP has expressed its willingness to continue in office. A resolution proposing the reappointment of PKF Littlejohn LLP will be proposed at the next Annual General Meeting.

This report is prepared in accordance with the small companies' regime under the Companies Act 2006.

By order of the Board

A handwritten signature in cursive script that reads "Melanie Leech".

M J Leech  
Chief Executive

5<sup>th</sup> Floor  
St Albans House  
57 – 59 Haymarket  
London SW1Y 4QX

11 June 2024

The Directors are responsible for preparing the annual report and the financial statements in accordance with applicable law and regulations.

Company law requires the Directors to prepare financial statements for each financial year. Under that law the Directors have elected to prepare the Group and Parent Company financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law) including Financial Reporting Standard 102 The Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102). Under company law the Directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Group and Company and of the profit or loss of the Group for that period. In preparing these financial statements, the Directors are required to:

- \* select suitable Accounting Policies and then apply them consistently;
- \* make judgments and accounting estimates that are reasonable and prudent; and
- \* prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

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

The Directors are responsible for the maintenance and integrity of the corporate and financial information included on the Group's website. Legislation in the United Kingdom governing the preparation and dissemination of the Financial Statements may differ from legislation in other jurisdictions.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BRITISH PROPERTY FEDERATION****Opinion**

We have audited the financial statements of British Property Federation (the 'parent company') and its subsidiaries (the 'group') for the year ended 31 December 2023, which comprise the Consolidated Statement of Comprehensive Income, the Balance Sheets, the Statement of Changes in Equity, the Consolidated Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and of the parent company's affairs as at 31 December 2023 and of the group's surplus 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 Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent 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 directors' 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 group's or parent 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 directors with respect to going concern are described in the relevant sections of this report.

**Other information**

The other information comprises the information included in the report of the directors, other than the financial statements and our auditor's report thereon. The directors are responsible for the other information contained within the report of the directors. Our opinion on the group and parent company financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the 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 strategic report and the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the directors' report have 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 group and the parent company and their environment obtained in the course of the audit, we have not identified material misstatements in the strategic report or the directors' report.

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

- adequate accounting records have not been kept by the parent company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of directors**

As explained more fully in the directors' responsibilities statement, the directors are responsible for the preparation of the group and parent company financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors 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 group and parent company financial statements, the directors are responsible for assessing the group's and the parent 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 directors either intend to liquidate the group or the parent company or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

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

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

- We obtained an understanding of the group and parent company and the sector in which they operate to identify laws and regulations that could reasonably be expected to have a direct effect on the financial statements. We obtained our understanding in this regard through discussions with management, application of cumulative audit knowledge and experience of the sector.
- We determined the principal laws and regulations relevant to the group and parent company in this regard to be those arising from Companies Act 2006 and relevant tax legislation.
- We designed our audit procedures to ensure the audit team considered whether there were any indications of non-compliance by the group and parent company with those laws and regulations. These procedures included, but were not limited to enquiries of management and review of minutes.
- We also identified the risks of material misstatement of the financial statements due to fraud. We did not consider there to be any risk, in addition to the non-rebuttable presumption of a risk of fraud arising from management override of controls.
- As in all of our audits, we addressed the risk of fraud arising from management override of controls by performing audit procedures which included, but were not limited to: the testing of journals; reviewing accounting estimates for evidence of bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business, including accounting for the acquisition of the UK PropTech Association.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### Use of our report

This report is made solely to the 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 company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone, other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Alastair Duke (Senior Statutory Auditor)**  
**For and on behalf of PKF Littlejohn LLP**  
**Statutory Auditor**

15 Westferry Circus  
Canary Wharf  
London E14 4HD

17 June 2024

**BRITISH PROPERTY FEDERATION CONSOLIDATED STATEMENT OF COMPREHENSIVE INCOME  
YEAR ENDED 31 DECEMBER 2023**

	Note	Total 2023 £	Total 2022 £
Subscription income		3,040,075	2,882,040
Operating and administrative expenses	5	(3,548,745)	(3,068,475)
Event and other income		344,638	236,991
		<hr/>	<hr/>
<b>Operating (loss)/surplus</b>		(164,032)	50,556
Interest receivable and similar income	7	87,339	28,440
Gain/(loss) on sale of and movement in value of investments	10	144,866	(267,081)
Bank interest and charges payable		(2,700)	(1,901)
Gain on acquisition	18	3,807	-
		<hr/>	<hr/>
<b>Surplus/(loss) on ordinary activities before taxation</b>		69,280	(189,986)
Taxation	8	-	-
		<hr/>	<hr/>
<b>Surplus/(loss) on ordinary activities after taxation</b>		69,280	(189,986)
 <b>Income and Expenditure account</b>			
Balance at beginning of year		3,282,034	3,472,020
		<hr/>	<hr/>
Balance at end of year		3,351,314	3,282,034
		<hr/> <hr/>	<hr/> <hr/>
 <b>Total comprehensive income for the year</b>			
		69,280	(189,986)
		<hr/> <hr/>	<hr/> <hr/>

All income and expenditure relates to continuing operations.

The Company has elected to take the exemption under section 408 of the Companies Act 2006 not to present the Company profit and loss account. The profit for the Company for the year was £230,465 (2022: profit of £295,052), as shown further in the Statement of Changes in Equity on page 12.

The notes on pages 14 to 25 form part of these financial statements.

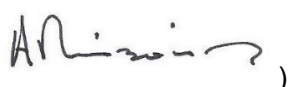
**BRITISH PROPERTY FEDERATION**  
Company number: 00778293

**BALANCE SHEETS**  
**AT 31 DECEMBER 2023**

		Group		Company	
	Note	2023	2022	2023	2022
<b>Fixed Assets</b>					
Tangible fixed assets	9	85,598	367,189	-	-
Investments	10	3,277,965	3,146,369	-	-
Investment in group undertaking	18	-	-	100	100
<b>Current Assets</b>					
Debtors	11	206,673	130,909	4,430,299	3,175,025
Investments	12	1,654,320	1,286,778	515,613	1,286,778
Cash at bank and in hand		330,806	400,057	221,031	329,996
		<u>2,191,799</u>	<u>1,817,744</u>	<u>5,166,943</u>	<u>4,791,799</u>
<b>Creditors:</b>					
Amounts falling due within one year	13	(2,204,048)	(2,049,268)	(2,054,294)	(1,909,615)
<b>Net Current (Liabilities)/ Assets</b>					
		<u>(12,249)</u>	<u>(231,524)</u>	<u>3,112,649</u>	<u>2,882,184</u>
<b>Net Assets</b>					
		<u>£3,351,314</u>	<u>£3,282,034</u>	<u>£3,112,749</u>	<u>£2,882,284</u>
<b>Members' funds</b>					
		<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
Income and Expenditure account		<u>£3,351,314</u>	<u>£3,282,034</u>	<u>£3,112,749</u>	<u>£2,882,284</u>

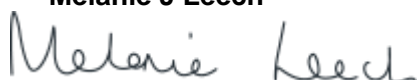
The financial statements were approved and authorised for issue by the Board of Directors on 11 June 2024 and were signed on its behalf by:

**Alan Leibowitz**



Directors

**Melanie J Leech**



The Accounting Policies and Notes on pages 14 to 25 form part of these Financial Statements.

	Notes	Group		Company	
		Members' Funds	Total	Members' Funds	Total
Balance at 1 January 2022		3,472,020	3,472,020	2,587,232	2,587,232
(Loss)/Surplus for the year		(189,986)	(189,986)	295,052	295,052
<b>Balance as at 31 December 2022</b>		<b>£3,282,034</b>	<b>£3,282,034</b>	<b>£2,882,284</b>	<b>£2,882,284</b>
Balance at 1 January 2023		3,282,034	3,282,034	2,882,284	2,882,284
Surplus for the year		69,280	69,280	230,465	230,465
<b>Balance as at 31 December 2023</b>		<b>£3,351,314</b>	<b>£3,351,314</b>	<b>£3,112,749</b>	<b>£3,112,749</b>

The Accounting Policies and Notes on pages 14 to 25 form part of these Financial Statements.

## BRITISH PROPERTY FEDERATION

CONSOLIDATED STATEMENT OF CASH FLOWS  
YEAR ENDED 31 DECEMBER 2023

	Note	2023 £	2022 £
<b>Cash from Operating Activities</b>	14	213,843	33,407
Taxation paid		-	-
		<hr/>	<hr/>
<b>Net cash generated from operating activities</b>		£213,843	£33,407
		<hr/>	<hr/>
<b>Cash flow from investing activities</b>			
Purchase of tangible assets		(13,461)	(9,464)
Purchase of fixed asset investments		(1,312,313)	(600,000)
Proceeds from disposal of fixed asset investment		1,313,345	638,277
Interest received		42,225	2,068
Dividends received		45,114	26,372
		<hr/>	<hr/>
<b>Net cash from investing activities</b>		74,910	57,253
		<hr/>	<hr/>
<b>Cash flow from financing activities</b>			
Bank charges		(2,700)	(1,901)
		<hr/>	<hr/>
<b>Net cash from financing activities</b>		(2,700)	(1,901)
		<hr/>	<hr/>
<b>Net increase in cash and cash equivalents</b>		286,053	88,759
Cash and cash equivalents at the beginning of the year		1,700,054	1,611,295
		<hr/>	<hr/>
<b>Cash and cash equivalents at the end of the year</b>		1,986,107	1,700,054
		<hr/>	<hr/>
<b>Cash and cash equivalents consists of:</b>			
Cash at bank and in hand		330,806	400,057
Short term deposits (included in current asset investments)		1,654,320	1,286,778
Cash held at stockbrokers		981	13,219
		<hr/>	<hr/>
<b>Cash and cash equivalents</b>		1,986,107	1,700,054
		<hr/>	<hr/>

The Accounting Policies and Notes on pages 14 to 25 form part of these financial statements.

**1. General information**

British Property Federation ('the Company') and its subsidiaries (together "the Group") develop partnerships with the UK and Scottish Governments and other decision making bodies, to encourage the development of policies and regulations that will enable the property industry to grow and thrive.

The Company is a private Company limited by guarantee and is incorporated and domiciled in England. The address of its registered office is 5<sup>th</sup> Floor, St Albans House, 57 – 59 Haymarket, London, SW1Y 4QX.

**2. Statement of compliance**

The Group and individual financial statements of British Property Federation have been prepared in compliance with United Kingdom Accounting Standards, including Financial Reporting Standard 102, "The Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland" ("FRS 102") and the Companies Act 2006.

**3. Summary of significant accounting policies**

The principal accounting policies applied in the preparation of these consolidated financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

**(a) Basis of Preparation**

These consolidated and separate financial statements have been prepared on a going concern basis, under the historical cost convention, as modified by the recognition of certain financial assets and liabilities measured at fair value.

The preparation of financial statements requires the use of certain accounting estimates. It also requires management to exercise its judgement in the process of applying the Group and Company accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are disclosed in note 4.

The Company has taken advantage of the exemption in section 408 of the Companies Act from disclosing its individual profit and loss account.

**(b) Going concern**

The Group's forecasts and projections, taking account of reasonably possible changes in trading performance, show that the Group should be able to operate within the level of its current facilities. After making enquiries, the Directors have a reasonable expectation that the Group has adequate resources to continue in operational existence for the foreseeable future. The Group therefore continues to adopt the going concern basis in preparing its financial statements.

**(c) Exemptions for qualifying entities under FRS 102**

FRS 102 allows a qualifying entity certain disclosure exemptions, subject to certain conditions, which have been complied with. The Company has taken advantage of the exemption from preparing a statement of cash flows, on the basis that it is a qualifying entity and the consolidated statement of cash flows, included in these financial statements, includes the Company's cash flows.

### 3. Summary of significant accounting policies (continued)

#### (d) Basis of consolidation

The Group consolidated financial statements include the financial statements of the Company and its subsidiary undertakings BPF Commercial Limited and UK PropTech Association Ltd, made up to 31 December 2023.

A subsidiary is an entity controlled by the Group. Control is the power to govern the financial and operating policies of an entity so as to obtain benefits from its activities. Where a subsidiary has different accounting policies to the Group, adjustments are made to those subsidiary financial statements to apply the Group's accounting policies when preparing the consolidated financial statements. The UK PropTech Association Limited has been consolidated with effect from 1 October 2023 under acquisition accounting principles. The reserves transferred, at £nil consideration, have been treated as a gain in the year.

#### (e) Tangible Assets

Tangible assets are stated at cost (or deemed cost), less accumulated depreciation and accumulated impairment losses. Cost includes the original purchase price, costs directly attributable to bringing the asset to its working condition for its intended use, dismantling and restoration costs and borrowing costs capitalised.

##### (i) Depreciation and residual values

Depreciation is calculated, using the straight-line method, to allocate the cost to their residual values over their estimated useful lives, as follows:

Leasehold improvements	– over the period of the lease
Furniture, fittings and office equipment	– 4 years
Computer equipment	– 3 years
CRM system	– 7 years

The assets' residual values and useful lives are reviewed, and adjusted, if appropriate, at the end of each reporting period, including a review for any indications of impairment (see note 10). The effect of any change is accounted for prospectively other than impairments which are recognised in the year the impairment occurs.

##### (ii) Derecognition

Tangible assets are derecognised on disposal or when no future economic benefits are expected. On disposal, the difference between the net disposal proceeds and the carrying amount is recognised in profit or loss and included in 'Other operating (losses)/gains'.

#### (f) Revenue recognition

Revenue is measured at the fair value of the consideration received or receivable and represents the amount receivable for goods supplied or services rendered, net of returns, discounts and rebates allowed by the Group and value added taxes.

Where the consideration receivable in cash or cash equivalents is deferred, and the arrangement constitutes a financing transaction, the fair value of the consideration is measured as the present value of all future receipts using the imputed rate of interest.

The Group recognises revenue when (a) the significant risks and rewards of ownership have been transferred to the buyer; (b) the Group retains no continuing involvement or control over the goods; (c) the amount of revenue can be measured reliably; (d) it is probable that future economic benefits will flow to the entity and (e) when the specific criteria relating to the each of Group's sales channels have been met, as described below.



### 3. Summary of significant accounting policies (continued)

#### (i) *Subscription income*

Income comprises subscriptions from members which are treated as income in the year to which they relate. Income received in the year relating to future years is credited to deferred income.

#### (ii) *Other operating income*

Other operating income comprises rental income and revenue in providing the Federation's annual conference and other events. Revenue is recognised in the accounting period in which the events are held. Income received in the current year relating to future years is credited to deferred income.

#### (iii) *Dividend income*

Dividend income is recognised when the right to receive payment is established.

### **(g) Employee benefits**

The Group provides a range of benefits to employees, including annual bonus arrangements, paid holiday arrangements and defined contribution pension plans.

#### (i) *Short term benefits*

Short term benefits, including holiday pay and other similar non-monetary benefits, are recognised as an expense in the period in which the service is received.

#### (ii) *Defined contribution pension plans*

A defined contribution plan is a pension plan under which the Group pays fixed contributions into a separate entity. Once the contributions have been paid the Group has no further payment obligations. The contributions are recognised as an expense when they are due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the Group in independently administered funds.

#### (iii) *Annual bonus plan*

The Group operates an annual bonus plan for employees. An expense is recognised in the profit and loss account when the Group has a legal or constructive obligation to make payments under the plan as a result of past events and a reliable estimate of the obligation can be made.

### **(h) Taxation**

The current tax charge is recognised in the profit and loss account, except to the extent that it relates to items recognised in other comprehensive income or directly in equity. In this case tax is also recognised in other comprehensive income or directly in equity respectively.

Current taxation assets and liabilities are not discounted.

Current tax is the amount of income tax payable in respect of the taxable profit for the year or prior years. Tax is calculated on the basis of tax rates and laws that have been enacted or substantively enacted by the period end. Management periodically evaluates positions taken in tax returns with respect to situations in which applicable tax regulation is subject to interpretation. It establishes provisions where appropriate on the basis of amounts expected to be paid to the tax authorities.

#### **(i) Leased assets**

At inception the Group assesses agreements that transfer the right to use assets. The assessment considers whether the arrangement is, or contains, a lease based on the substance of the arrangement.

**3. Summary of significant accounting policies (continued)***(i) Operating leased assets*

Leases that do not transfer all the risks and rewards of ownership are classified as operating leases. Payments under operating leases are charged to the profit and loss account on a straight-line basis over the period of the lease.

**(j) Investments - Company***(i) Investment in subsidiary companies*

Investment in the subsidiary companies is held at cost less accumulated impairment losses.

**(k) Cash and cash equivalents**

Cash and cash equivalents includes cash in hand, deposits held at call with banks and other short-term highly liquid investments with original maturities of three months or less.

**(l) Provisions and contingencies***(i) Provisions*

Provisions are recognised when the Group has a present legal or constructive obligation as a result of past events; it is probable that an outflow of resources will be required to settle the obligation; and the amount of the obligation can be estimated reliably.

**(m) Financial instruments**

The Group has chosen to adopt the Sections 11 and 12 of FRS 102 in respect of financial instruments.

*(i) Financial assets*

Basic financial assets, including trade and other receivables, cash and bank balances and investments in commercial paper, are initially recognised at transaction price, unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest.

Other financial assets are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value are recognised in profit or loss, except that investments in equity instruments that are not publicly traded and whose fair values cannot be measured reliably are measured at cost less impairment.

Financial assets are derecognised when (a) the contractual rights to the cash flows from the asset expire or are settled, or (b) substantially all the risks and rewards of the ownership of the asset are transferred to another party or (c) control of the asset has been transferred to another party who has the practical ability to unilaterally sell the asset to an unrelated third party without imposing additional restrictions.

**(n) Related party transactions**

The Group discloses transactions with related parties which are not wholly owned within the same Group. Where appropriate, transactions of a similar nature are aggregated unless, in the opinion of the directors, separate disclosure is necessary to understand the effect of the transactions on the Group financial statements.

**4. Critical accounting judgements and estimation uncertainty**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**(a) Key accounting estimates and assumptions**

The Group makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are addressed below.

*Useful economic lives of tangible assets*

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are re-assessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets.

*Cost recharges*

Costs are recharged from, and charged to, BPF Commercial Limited and UK PropTech Association Limited based on an estimation by management of the use of resources, predominantly driven by time incurred on the activities of each entity.

**5. Operating and administrative expenses**

	<b>Group</b>	
	<b>2023</b>	<b>2022</b>
<b>Administration and overheads</b>		
Employment costs (see note 6)	2,027,409	1,899,853
Other employee costs	98,220	87,336
Operating costs	358,421	214,891
Auditors remuneration – audit services	20,705	19,980
Auditors remuneration – tax advisory services	3,640	3,475
Depreciation	101,192	100,454
Impairment	192,489	-
<b>Premises costs</b>		
Rent – operating lease charge	104,493	112,609
Service charge	61,278	46,946
Business rates	82,080	85,685
<b>Advocacy and member services</b>		
Consultant, research and information	52,578	121,654
Subscriptions and membership of other bodies	42,206	36,008
Event costs and meetings	271,438	221,673
Website and publications	132,596	117,911
	_____	_____
	<b>£3,548,745</b>	<b>£3,068,475</b>
	=====	=====

**6. Employment costs**

Staff costs consist of:

	<b>2023</b>	<b>2022</b>
Wages and salaries	1,610,599	1,516,440
Social security costs	185,994	179,461
Pension contributions	230,816	203,952
	<u>£2,027,409</u>	<u>£1,899,853</u>

	<b>2023</b>	<b>2022</b>
Average number of employees during the year (calculated on a monthly basis)	No.	No.
Full time	23	22
	<u>      </u>	<u>      </u>

The Federation operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Federation in independently administered funds.

**Directors**

The Directors' emoluments were as follows:

	<b>2023</b>	<b>2022</b>
Aggregate emoluments	£302,838	£319,769
	<u>      </u>	<u>      </u>

One director (2022: one) was a member of a defined contribution schemes.

**Highest Paid Director**

Total amount of emoluments (excluding pension contributions)	295,338	309,769
Company pension contributions to money purchase schemes	7,500	10,000
	<u>£302,838</u>	<u>£319,769</u>

**Key management compensation**

Key management includes the Directors and members of senior management. The compensation, including employer's national insurance, paid or payable to key management for employee services is shown below:

	<b>2023</b>	<b>2022</b>
Salaries and other short-term benefits	783,969	827,714
Post-employment benefits	74,016	71,100
	<u>      </u>	<u>      </u>
<b>Total key management compensation</b>	<u>£857,985</u>	<u>£898,814</u>

## 7. Interest receivable and similar income

	2023	2022
Other interest – short term deposits	42,225	2,068
Income from fixed asset investments and dividends	45,114	26,372
	<u>£87,339</u>	<u>£28,440</u>

## 8. Taxation

(a) Tax expense included in profit and loss	2023	2022
<b>Current tax:</b>		
UK Corporation tax on profits for the year	-	-
	<u>-</u>	<u>-</u>
Total current tax	-	-
	<u>-</u>	<u>-</u>
<b>Tax on profit on ordinary activities</b>	<u>£ -</u>	<u>£-</u>

## (b) Reconciliation of tax charge

The tax assessed for the period is lower (2022: lower) than the standard effective rate of corporation tax in the UK for the year ended 31 December 2023 of 23.52% (2022: 19%). The differences are explained below:

	2023	2022
Profit/(loss) multiplied by the standard effective rate of tax in the UK of 23.52% (2022: 19%)	16,295	(36,096)
<b>Effects of:</b>		
Fixed asset differences	(17)	(503)
Income not subject to tax	(86,850)	(60,709)
Unrecognised deferred tax	69,022	46,563
Expenses not deductible	1,550	50,745
	<u>£-</u>	<u>£-</u>
<b>Tax charge for the year</b>	<u>£-</u>	<u>£-</u>

## 9. Tangible fixed assets

<b>Group</b>					
<b>Cost</b>	<b>CRM</b>	<b>Computer</b>	<b>Furniture fittings and office equipment</b>	<b>Leasehold improvements</b>	<b>Total</b>
At beginning of year	580,053	72,015	118,759	113,827	884,654
Additions	-	9,842	3,619	-	13,461
Disposals	-	-	(679)	-	(679)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Cost at end of year	580,053	81,857	121,699	113,827	897,436
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Depreciation</b>					
At beginning of year	224,689	63,454	115,982	113,340	517,465
Provision for year	88,841	11,030	2,303	163	102,337
Disposals	-	-	(453)	-	(453)
Impairment	192,489	-	-	-	192,489
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At end of year	506,019	74,484	117,832	113,503	811,838
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net Book Value</b>					
At 31 December 2023	£74,034	£7,373	£3,867	£324	£85,598
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2022	£355,364	£8,561	£2,777	£487	£367,189
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

**Company**

The Company had no tangible assets at 31 December 2023 (2022: £nil).

During the year, the Group decided to develop a new CRM, website and member portal ("the new CRM"). This is expected to be ready in the fourth quarter of 2024, at which point the Group will stop using the current CRM. To reflect the fact that the Group will not get as much value out of the current CRM as previously thought, the Group has impaired its value by £192,489 which has been recognised in the Group's Statement of Comprehensive Income.

## 10. Investments – fixed assets

	<b>2023</b>	<b>2022</b>
Multi asset funds	3,275,537	3,082,741
Liquidity fund	1,446	50,409
Cash held at stockbrokers	981	13,219
	<u>                    </u>	<u>                    </u>
Total investments	£3,277,964	£3,146,369
	<u>                    </u>	<u>                    </u>

Movements in fixed asset investments during the year were as follows

	<b>2023</b>	<b>2022</b>
As at 1 January	3,146,369	3,438,508
Additions	1,312,313	600,000
Disposals and redemptions	(1,313,345)	(638,277)
Movement in cash held at stockbrokers	(12,238)	13,219
Net gain/(loss) on revaluation	144,866	(267,081)
	<u>                    </u>	<u>                    </u>
As at 31 December	£3,277,965	£3,146,369
	<u>                    </u>	<u>                    </u>

## 11. Debtors

	<b>Group</b>		<b>Company</b>	
	<b>2023</b>	<b>2022</b>	<b>2023</b>	<b>2022</b>
Trade debtors	17,681	39,165	49,879	21,550
Loan to subsidiary company	-	-	2,633,006	2,633,006
Prepayments and other debtors	188,992	91,744	75,267	61,390
Amounts due from subsidiary	-	-	1,672,147	459,079
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
	£206,673	£130,909	£4,430,299	£3,175,025
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>

The loan to BPF Commercial Limited is unsecured, interest free, has no fixed date of repayment and is repayable upon demand.

## 12. Current asset investments

		<b>Group</b>	<b>Company</b>	
	<b>2023</b>	<b>2022</b>	<b>2023</b>	<b>2022</b>
Short term deposits	£1,654,320	£1,286,778	£515,613	£1,286,778
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>

## 13. Creditors: amounts falling due within one year

		<b>Group</b>	<b>Company</b>	
	<b>2023</b>	<b>2022</b>	<b>2023</b>	<b>2022</b>
Trade creditors	125,540	144,754	82,867	96,738
Other taxation and social security	82,235	66,997	83,303	66,997
Accruals and other creditors	212,912	239,528	146,694	147,891
Deferred income	1,783,361	1,597,989	1,741,430	1,597,989
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
	£2,204,048	£2,049,268	£2,054,294	£1,909,615
	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>

## 14. Notes to the statement of cash flows

Reconciliation of surplus to net cash inflow from operating activities:

	<b>2023</b>	<b>2022</b>
<b>Surplus/(loss) for the financial year</b>	69,280	(189,986)
Adjustment for:		
Tax on profit on ordinary activities	-	-
Interest and investment income	(87,339)	(28,440)
Bank charges	2,700	1,901
(Gain)/loss on sale of and movement in value of investments	(144,866)	267,081
	<u>                    </u>	<u>                    </u>
	£(160,225)	£50,556
	<u>                    </u>	<u>                    </u>
	<b>2023</b>	<b>2022</b>
<b>Operating (loss)/surplus</b>	(160,225)	50,556
Depreciation of tangible assets	102,337	100,454
Impairment of tangible assets	192,489	-
Loss on disposal of tangible assets	226	-
Working capital movements:		
(Increase) in debtors	(75,764)	(11,785)
Increase/(decrease) in creditors	154,780	(65,818)
(Decrease) in provisions	-	(40,000)
	<u>                    </u>	<u>                    </u>
<b>Cash flow from operating activities</b>	£213,843	£33,407
	<u>                    </u>	<u>                    </u>



**14. Notes to the statement of cash flows**

Analysis of changes in net debt

	At 1 January 2023	Cash flows	At 31 December 2023
Cash at bank and in hand	400,057	(69,251)	330,806
Short-term deposits	1,286,778	367,542	1,654,320
Cash held at stockbrokers	13,219	(12,238)	981
<b>Total</b>	<b>£1,700,054</b>	<b>£286,053</b>	<b>£1,986,107</b>

Cash held at stockbrokers represents cash held for future investments, but is available at relatively short notice if needed by the Group.

**15. Capital and other commitments****Group**

The Group had the following future minimum lease payments under non-cancellable operating leases for each of the following periods:

	2023	2022
Payments due		
Not later than one year	90,000	-
Later than one year and not later than five years	67,500	-
	<u>£157,500</u>	<u>£-</u>

The Company had capital commitments of £nil as at 31 December 2023 (2022: £nil).

**16. Related party transactions**

The Company's only related party transactions were with its wholly owned subsidiaries and so have not been disclosed. The Company has provided a letter of support to the Directors of BPF Commercial Limited confirming ongoing support for that company to enable it to meet its liabilities for a period of at least 12 months from the date of approval of the financial statements.

**17. Controlling parties****Group and Company**

The Company is limited by guarantee and has no share capital. Every member of the Company undertakes to contribute such amount as may be required (not exceeding £1) to the Company's assets if it should be wound up whilst the member is a member or within one year of ceasing to be a member.

**18. Subsidiaries and related undertakings**

The related undertakings whose results or financial performance principally affect the figures shown in the consolidated financial statements are as follows:

<b>Name</b>	<b>Country of incorporation</b>	<b>Nature of business</b>	<b>Interest</b>
BPF Commercial Limited	UK	Managing events and working capital	100% Ordinary Shares
UK PropTech Association Ltd	UK	Managing events	Sole member

The above subsidiaries are included in the consolidation.