

**INSTITUTE OF ALCOHOL STUDIES**

Company Number: 5661538

Charity Number: 1112671

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2024**

**Kingston Burrowes Audit Ltd**

308 Ewell Road  
Surbiton  
Surrey, UK  
KT6 7AL

**INSTITUTE OF ALCOHOL STUDIES**

Company Number: 5661538

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**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

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## **INSTITUTE OF ALCOHOL STUDIES**

Company Number: 5661538

Charity Number: 1112671

### **DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2024**

The Directors of the Institute of Alcohol Studies (IAS) submit their annual report and the audited financial statements for the year ended 31 March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, Companies Act 2006, the Memorandum and Articles of Association and the 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 October 2019).

#### **IAS Objectives and activities**

The objectives of IAS are:

- to educate and to preserve and protect the good health of the public by promoting the scientific understanding of beverage alcohol and the individual, social and health consequences of its consumption.
- to promote measures for the prevention of alcohol related problems
- to promote for the public benefit, research into beverage alcohol and to publish the useful results.

Our main work is based around helping to bridge the gap between the scientific evidence on alcohol and the wider public. We want to make all this evidence accessible to anyone with an interest in alcohol – politicians, reporters, health professionals, students, youth workers and others – and to advocate for effective responses that will reduce the toll of alcohol in society.

This takes place through four major parts of our work:

- We write occasional major reports and research papers
- We exchange information and advocate for evidence-based alcohol policy as active members of alliances and forums for public interest groups
- We produce up-to-date information and factsheets on key aspects of alcohol policy in the UK that are freely available on our website, and monthly magazine the Alcohol Alert
- We answer queries from the media and general public and make media appearances when requested

#### **1. Policy-relevant research activities**

IAS published a three-year Strategy for the period 2023-2026 in June 2023. The main strategic priority for IAS during this period will be to explore and build support for action on alcohol-related inequalities. During 2023-24 IAS published the following reports that were made freely available on the IAS website and circulated to key stakeholders:

- Off-trade alcohol availability and violence: Assessing the impact of on-trade outlet closures
- Language Bank: Talking about inequalities in alcohol use and harm
- Cannabis Liberalisation: Lessons for alcohol policy
- How have governments communicated UK alcohol duty policy changes?
- Dispelling six industry myths about alcohol taxation

In addition, IAS organised and hosted a webinar 'Alcohol use in the cost-of-living crisis' which was free to attend.



## INSTITUTE OF ALCOHOL STUDIES

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### DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2024 /contd...

The IAS Small Grants Scheme opened in 2022 and invited applications from early career researchers with novel ideas and proposals to help inform public policy debates relating to alcohol harm. Two funded projects were completed in 2023:

- Systematic review of modifications to alcohol brief interventions for people with cognitive decline
- Honest discussions about alcohol use during pregnancy – an exploration of lay discussions on a British online parenting forum

IAS hosted free webinars for both these projects to enable the researchers to present their findings to a wide audience including policy officials, academics, advocacy organisations and practitioners.

IAS continues to seek advice from its panel of Expert Advisors, drawing on a range of experience and skills relating to alcohol research and policy. Each of the IAS Expert Advisors was consulted throughout the year. Activities included peer reviewing IAS reports, drafting responses to consultations, and reviewing applications to the Small Grants Scheme.

## **2. Working with networks and alliances**

IAS continues to play an active role in networks and alliances that campaign to reduce alcohol harm. Below is an overview of initiatives that IAS has supported throughout the year.

- *Alcohol Health Alliance*: The AHA is an alliance of over 60 organisations. IAS supports the AHA by employing and co-funding the AHA Policy and Advocacy Manager and the IAS/AHA Advocacy Support Officer. IAS is a member of the AHA steering group and chairs the AHA communications and advocacy sub-group.
- *Alcohol and Families Alliance*: The Alcohol and Families Alliance is hosted by AdFam and has 50 member organisations and associated individual members. The IAS Chief Executive sits on the Steering Group which meets four times a year.
- *Eurocare*: IAS is a founding member of Eurocare (the European Alcohol Policy Alliance), an alliance of non-governmental and public health organisations across European countries advocating the prevention and reduction of alcohol related harm in Europe. The Chief Executive of IAS sits on the Eurocare board.
- *Association of Medical Research Charities*: IAS remains a member of the Association of Medical Research Charities (AMRC). Membership enables IAS to access training and guidance in relation to funding and supporting research and demonstrates IAS' commitment to supporting the best research and researchers.

## **3. Government Relations**

IAS continues to identify opportunities to inform alcohol policy debates and engage in government policy processes with the aim of securing a reduction in rates of alcohol harm. During the year, IAS responded to three government consultations and met with officials from government departments with responsibility for relevant alcohol policy portfolios including HM Treasury, Department for Health and Social Care, Home Office, Department for Environmental, Food and Rural Affairs and the Office for Health Improvement and Disparities (OHID). The IAS Chief Executive sits on the cross-government Alcohol Advisory Group, convened by OHID, and is a member of the WHO Forum on Alcohol and Addictive Behaviours.

## **INSTITUTE OF ALCOHOL STUDIES**

Company Number: 5661538

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### **DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2024 /contd...**

#### **4. External Communications**

During the period 2023-24 IAS was mentioned in the media 1,170 times. The main stories related to a report by the Organisation for Economic Co-operation Development (OECD) which showed UK female heavy episodic drinking rates were the highest in OECD countries and a report by Frontier Economics on the social and economic costs of preventable cancers in the UK.

IAS updated its website in 2023 and began to produce a series of short films explaining key alcohol policy and research topics. Four films were produced and publicised in 2023-24: Big Alcohol explained, Alcohol Marketing, Alcohol and Price and Alcohol and the Heart. The 'alcohol explained' films are freely available and have been viewed more than 8,000 times on the IAS YouTube channel.

IAS also published 46 blogs during this period, covering topical policy and research developments, and continued to publish its monthly newsletter, 'Alcohol Alert', with an accompanying podcast.

#### **5. Public Benefit**

IAS pursues activities that aim to contribute to the improvement in the quality of life for the general public and to this end the Directors have taken into consideration the Charity Commission's guidance on public benefit, including the guidance "Public Benefit: running a charity (PB2)".

IAS seeks to influence public policy in a direction which would protect and promote the health and welfare of individuals and the population at large, and to achieve this end it gathers relevant information. This is disseminated by means such as the website and social media accounts and on request can be freely accessed by any person with an interest in the subject.

#### **6. Future Plans**

IAS moved office location to a flexible shared workspace for charities in early 2024. Staff and trustees will continue to monitor how the new office impacts on operations, collaboration opportunities and team building.

In 2024-25 IAS will publish updated figures for the cost of alcohol harm in England, which will be made available at local authority level. In preparation for the UK General Election, IAS worked with networks and alliances to develop manifesto recommendations for an incoming government. IAS also launched the next round of the Small Grants Scheme in April 2024.

#### **Financial review**

During the financial year IAS received £579,730, mainly from grant funding. Expenditure totalled £579,630 resulting in an excess of income over expenditure for the year of £100.

#### **Funding**

The main source of IAS funding had been from a guaranteed support grant from the Alliance House Foundation. This grant has been confirmed for a further one-year period and IAS will seek to source further external funding to support and expand current and future activities.

#### **Reserves Policy**

Reserves are held to cover any shortfall in income or to fund any unplanned expenditure on activity which the Directors agree to pursue during the financial year. Unrestricted reserves at 31 March 2024 amounted to £610.



## **INSTITUTE OF ALCOHOL STUDIES**

Company Number: 5661538

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### **DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2024 /contd...**

#### **Pension Liability**

From 1 April 2010 the Charity joined a defined contribution scheme, the Flexible Retirement Plan with The Pensions Trust. There is no liability associated with this scheme.

#### **Investment Policy**

IAS does not hold any investments and does not have an investment policy.

#### **Principal Funding Sources**

The principal source of funding for the Charity is from grant funding. Expenditure during the year had been planned and the income had been adequate to cover these commitments.

#### **Going Concern**

The Charity undertakes an annual Risk Assessment, which gives careful consideration to factors that may impact upon the ability of the Charity to move forward as a going concern, including business critical risks. The most recent assessment had given Directors confidence that any risks had been sufficiently mitigated. Directors are confident the Charity is a going concern.

#### **Structure, Governance and Management**

The company had been established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. The Articles allow for a maximum of six Directors. The Directors meet three times per year.

The Directors of the company are also Charity trustees for the purpose of Charity law. New members of the Board are appointed by the Charity and are confirmed at the next annual general meeting. They are elected for a period of three years after which they retire by rotation and may seek re-election.

#### **Recruitment of Board of Directors**

Three of the Directors were appointed from the trustee body of Alliance House Foundation, it has been agreed that the other three would be recruited from professionals from the alcohol policy field. The Directors were appointed for their relevant Charity/professional skills particularly in the field of research and their interest in alcohol issues. The Charity conducted a skills audit to ensure that there is an appropriate mix of skills amongst the Board members, and this is updated annually and taken into account in future retirement and recruitment.

#### **Director Induction and Training**

All Directors are conversant with the day-to-day practical work of the Charity and Directors are kept up to date with developments in the charitable sector.

Upon appointment all Directors attend an induction meeting where their obligations under Charity and company law are explained. Directors are supplied with the Charity Commission Welcome Pack, the guide "The Essential Trustee" and details of the Charity Commission guidance on public benefit. In addition, Directors are supplied with copies of the Memorandum and Articles of Association and the latest copy of the annual report and financial statements. Directors are invited to attend a regular strategic planning event, the latest of which had been held in London in December 2022.

All Directors give their time voluntarily and receive no benefits from the Charity. Any expenses reclaimed from the Charity are set out in note 10 of the accounts.

## **INSTITUTE OF ALCOHOL STUDIES**

Company Number: 5661538

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### **DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2024 /contd...**

#### **Risk Management**

The Charity has conducted a review of the major risks to which the charity is exposed using guidance produced by the Charity Commission. This will be an ongoing process of assessing the types of risk facing the Charity and identifying the means of mitigating those risks. The Charity maintains a risk register and internal control risks are minimised by the application of internal procedures for the Charity.

#### **Organisational Structure**

The Directors delegate the day-to-day management of the Charity to the IAS Chief Executive. The Directors take decisions at their meetings or, when urgent decisions are necessary, the Chief Executive, in consultation with the Chair, makes these. The next meeting of the Board then ratifies these decisions.

The Chief Executive is accountable to the Directors for the efficient running of the Institute of Alcohol Studies and is responsible for the implementation of the policies and strategies of behalf of the Directors.

#### **Remuneration**

Two members of the Board participate in the duties and responsibilities of a remuneration committee and are not themselves remunerated.

IAS follows a remuneration policy with agreed pay scales, which comprise four levels/ job grades with salary bands linked to core competencies and representative work activities. The IAS Chief Executive is placed on a spot salary outside these pay scales. The policy outlines three mechanisms whereby staff may be awarded a salary increase: the IAS Annual Pay Award, exceptional performance against agreed objectives and promotion. The Remuneration Committee meets at least once every 12 months to determine any salary adjustments, based on the criteria outlined in the remuneration policy.

With effect from 1st April 2023, the committee determined that there should be an Annual Pay Award of 4% together with a number of revisions to the IAS Staff Handbook.

Employees also received pension contributions equivalent to 14.5% of gross salary with employees contributing 7.5%.



## **INSTITUTE OF ALCOHOL STUDIES**

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### **DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2024**

/contd...

#### **Reference and Administrative information**

The Institute of Alcohol Studies is a charitable company, number 5661538 limited by guarantee, incorporated on 22 December 2005 and registered with the Charity Commission for England and Wales under number 1112671 in 2006.

#### **Directors**

Dr Peter M. Rice

Reverend Dr Janet E. Tollington

Professor Linda C. Bauld

Mr Michael D. Carr

Reverend Dr Stephen F. Skuce

Ms Alice K. Wiseman (appointed 25/04/2023)

Chair

Vice Chair, RC & IAC

RC & IAC

#### **Secretary to the Board of Directors**

Mr Paul R. Whitaker

#### **Registered Office**

Canopi Building, 82 Tanner Street, London, England, SE1 3GN

#### **Senior Management Team**

Dr Katherine R. E. Severi, Chief Executive of IAS

#### **Auditors**

Kingston Burrowes Audit Ltd, 308 Ewell Road, Surbiton, Surrey, UK KT6 7AL

#### **Bankers**

National Westminster Bank PLC, PO Box 3038, 57 Victoria Street London, SW1H 9NH

#### **Solicitors**

Lee Bolton Monier Williams, 1 The Sanctuary, Westminster, London. SW1W 0LS

#### **Board of Directors**

A resolution to re-appoint Reverend Dr Janet E. Tollington, who retires by rotation and will put herself forward for re-election, will be considered at the annual general meeting.



## INSTITUTE OF ALCOHOL STUDIES

Company Number: 5661538

Charity Number: 1112671

### DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2024 /contd...

#### **Directors' Responsibilities Statement**

The Directors (who are also trustees of Institute of Alcohol Studies for the purposes of charity law) are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors 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 these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Directors are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Directors are aware:

- there is no relevant audit information of which the charitable company's auditor is 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 auditor is aware of that information.

#### **Auditors**

A resolution to re-appoint Kingston Burrows Auditor Ltd as Auditors of the Company will be put to the Annual General Meeting.

#### **Exemption Statement**

The Directors' Report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved and signed on behalf of the Board.



Dr Peter M. Rice  
Chair  
15th November 2024

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF:  
INSTITUTE OF ALCOHOL STUDIES**

**Opinion**

We have audited the financial statements of Institute of Alcohol Studies (the 'charitable company') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows 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, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2024, 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 Auditor's 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**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The Directors are responsible for the other information. The other information comprises the information included in the Directors' Report, other than the financial statements and our auditor's report 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 there is a material misstatement in the financial statements or a material misstatement of the other information. 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.



**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF:  
INSTITUTE OF ALCOHOL STUDIES**

/contd...

**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 trustees' report (incorporating the Directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' report has been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of our 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 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, 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 Directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Directors were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the Directors' report and from the requirement to prepare a strategic report.

**Responsibilities of Directors**

As explained more fully in the Directors' responsibilities statement set out on page 7, 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 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 financial statements, the Directors 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 Directors either intend to liquidate the charitable 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.

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.



**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF:  
INSTITUTE OF ALCOHOL STUDIES**

/contd...

**Auditor's responsibilities for the audit of the financial statements/contd...**

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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Enquiry of management and those charged with governance about actual and potential litigation or claims and the identification of non-compliance with laws and regulations.
- Reviewing minutes of meetings of those charged with governance.
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Auditing the risk of management override of controls, including testing journal entries and other adjustments for appropriateness; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- Professional scepticism in course of the audit and with audit sampling in material audit areas.

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 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 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 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.



Kevin Fisher FCA (Senior Statutory Auditor)  
For and on behalf of Kingston Burrowes Audit Ltd  
Statutory Auditors  
308 Ewell Road  
Surbiton  
Surrey, UK  
KT6 7AL

15 November 2024

**INSTITUTE OF ALCOHOL STUDIES**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**INCORPORATING INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2024**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>Income from:</b>					
Donations and grants	2	464,722	114,909	579,631	614,826
Charitable activities	3	27	-	27	5,655
Other		-	-	-	104
Investments – Bank interest		72	-	72	4
<b>Total</b>		<u>464,821</u>	<u>114,909</u>	<u>579,730</u>	<u>620,589</u>
<b>Expenditure on:</b>					
Charitable activities	4	<u>464,721</u>	<u>114,909</u>	<u>579,630</u>	<u>620,489</u>
<b>Net income</b>	8	100	-	100	100
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>	14	100	-	100	100
<b>Reconciliation of funds</b>					
Total funds brought forward	14	<u>510</u>	-	<u>510</u>	<u>410</u>
<b>Total funds carried forward</b>	14	<u>£610</u>	-	<u>£610</u>	<u>£510</u>

The Statement of Financial Activities includes all gains and losses recognised during the year.

All income and expenditure derives from continuing activities.

The notes on pages 14 to 18 form part of these Financial Statements.

# INSTITUTE OF ALCOHOL STUDIES

## BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	2023 £
<b>CURRENT ASSETS</b>			
Debtors	12	51,397	59,088
Cash at bank and in hand		4,952	2,815
		<u>56,349</u>	<u>61,903</u>
<b>CREDITORS:</b> Amounts falling due within one year	13	55,739	61,393
<b>NET ASSETS</b>		<u>£610</u>	<u>£510</u>
Represented by:			
<b>FUNDS</b>			
Restricted Funds	14	-	-
Unrestricted Funds	14	610	510
		<u>£610</u>	<u>£510</u>

These Financial Statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the Board of Directors on 15th November 2024.

.....  
Dr Peter M. Rice  
Chair

Signed on behalf of the Board

The notes on pages 14 to 18 form part of these Financial Statements.



# INSTITUTE OF ALCOHOL STUDIES

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
<b>Cash flows from operating activities</b>		
Net movement in funds per statement of financial activities	100	100
Adjustments for:		
Investment income - Interest receivable	(72)	(4)
Decrease / increase in debtors	7,691	(38,182)
(Decrease) / increase in creditors	(5,654)	38,456
<b>Net cash provided by operating activities</b>	<u>2,065</u>	<u>370</u>
<b>Cash flows from investing activities</b>		
Investment income - Interest received	<u>72</u>	<u>4</u>
<b>Net cash provided by investing activities</b>	<u>72</u>	<u>4</u>
<b>Change in cash and cash equivalents in the year</b>	2,137	374
Cash and cash equivalents brought forward	<u>2,815</u>	<u>2,441</u>
<b>Cash and cash equivalents carried forward</b>	<u><u>£4,952</u></u>	<u><u>£2,815</u></u>
<b>Analysis of cash and cash equivalents</b>	2024 £	2023 £
Cash at bank and in hand	<u><u>£4,952</u></u>	<u><u>£2,815</u></u>

**INSTITUTE OF ALCOHOL STUDIES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**1. ACCOUNTING POLICIES**

**General information and basis of accounting**

Institute of Alcohol Studies is a registered charity (no. 1112671) and private company limited by guarantee (no. 5661538), incorporated in Great Britain and registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member. The registered office is given in the Reference and Administrative Details in the Directors' Report on page 6.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis and under the historical cost convention. The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Income recognition**

Items of income are recognised in the financial statements when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

**Expenditure recognition**

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount can be measured reliably.

Expenditure includes those costs of a direct nature which can be allocated to a specific activity. It also includes indirect costs, including governance costs that do not relate to a specific activity but are necessary to support those activities.

**Fund accounting**

Unrestricted general funds are freely available for use in furtherance of the objects of the charity and which have not been designated for specific purposes.

Designated funds are unrestricted funds set aside by the Directors for particular purposes.

Restricted funds are funds which can only be used in accordance with specific restrictions imposed by the donor or which have been raised for a particular purpose.

**Pensions**

The charity operates a defined contribution pension scheme. Contributions payable under the scheme are charged to the Statement of Financial Activities in the year to which they relate.

**Debtors and creditors**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**INSTITUTE OF ALCOHOL STUDIES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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2. DONATIONS AND GRANTS	Unrestricted funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>Grants</b>				
Alliance House Foundation	464,722	-	464,722	539,364
Cancer Research UK	-	29,619	29,619	29,110
World Health Organisation	-	17,035	17,035	-
Spectrum Project	-	2,500	2,500	3,000
British Academy Research Project	-	-	-	9,400
Vital 5 Project	-	7,150	7,150	-
Balance North East Project	-	9,500	9,500	-
Alcohol Health Alliance	-	22,312	22,312	10,000
<b>Donations</b>				
Alcohol Health Alliance	-	26,793	26,793	23,952
	<u>£464,722</u>	<u>£114,909</u>	<u>£579,631</u>	<u>£614,826</u>

Of the £614,826 recognised in 2023, £539,364 related to unrestricted funds and £75,462 related to restricted funds.

3. INCOME FROM CHARITABLE ACTIVITIES	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Alcohol Conference Arrangement Fee	-	-	-	5,605
Sundry income	27	-	27	50
	<u>£27</u>	<u>£Nil</u>	<u>£27</u>	<u>£5,655</u>

All of the £5,655 recognised in 2023 related to unrestricted funds.

4. EXPENDITURE ON CHARITABLE ACTIVITIES	Direct costs	Support costs	Total 2024	Total 2023
Research and dissemination	<u>£407,404</u>	<u>£172,226</u>	<u>£579,630</u>	<u>£620,489</u>

Of the £620,489 expenditure recognised in 2023, £545,027 was charged to unrestricted funds and £75,462 was charged to restricted funds.



**INSTITUTE OF ALCOHOL STUDIES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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<b>5. ANALYSIS OF DIRECT COSTS</b>	<b>2024</b> £	<b>2023</b> £
Wages and salaries	366,398	405,845
Advisory panel	8,000	7,000
Travel, conferences and symposia	8,885	6,595
Website redesign and development	8,500	-
IT migration to SharePoint	4,793	-
Media Monitoring	4,819	4,275
Publications and subscriptions	6,009	40,723
	<u>£407,404</u>	<u>£464,438</u>
 <b>6. ANALYSIS OF SUPPORT COSTS</b>	 <b>2024</b> £	 <b>2023</b> £
Wages and salaries	20,385	15,906
Staff training and recruitment	7,315	2,905
Office rent & service charge	100,180	88,741
Office costs	28,073	25,930
IT and computer costs	17,014	18,845
Governance costs (see Note 7)	(741)	3,724
	<u>£172,226</u>	<u>£156,051</u>
 <b>7. GOVERNANCE COSTS</b>	 <b>2024</b> £	 <b>2023</b> £
Audit fees and related costs		
- Current year	2,040	948
- Over-provision in previous years	(3,670)	-
Directors' meetings	889	2,776
	<u>£(741)</u>	<u>£3,724</u>
 <b>8. NET INCOME FOR THE YEAR</b>	 <b>2024</b> £	 <b>2023</b> £
This is stated after charging:		
Auditor's remuneration		
- Current year	2,040	948
- Over-provision in previous years	(3,670)	-
Operating lease rentals	6,903	-
	<u>          </u>	<u>          </u>

**INSTITUTE OF ALCOHOL STUDIES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**9. STAFF COSTS AND NUMBERS**

	2024 £	2023 £
Salaries	325,367	340,248
Social security costs	27,658	32,443
Pension costs	33,130	48,690
Other costs	628	370
	<u>£386,783</u>	<u>£421,751</u>

During the year 2024, one employee received total employee benefits (excluding employer's national insurance and pension costs) falling in the £70,000 - £80,000 band. In 2023, one employee fell in the £60,000 - £70,000 band.

The average number of employees based on full-time equivalents was 7 (2023: 8). The average monthly number of employees was 8 (2023: 10).

Total employee benefits received by key management personnel amounted to £105,595 (2023: £136,504).

Employee benefits include salary, employer's national insurance, employer's pension contributions and benefits in kind.

**10. DIRECTORS' REMUNERATION AND EXPENSES**

The Directors received no remuneration during either year. £889 (2023: £2,766) was reimbursed to/paid on behalf of 2 directors (2023: 6) for attendance at Directors meetings in the year.

**11. TAXATION**

The Company has charitable status and is therefore exempt from Corporation Tax on its charitable activities.

**12. DEBTORS**

	2024 £	2023 £
Prepayments and other debtors	<u>£51,397</u>	<u>£59,088</u>

**13. CREDITORS: Amounts falling due within one year**

	2024 £	2023 £
Accruals	5,700	3,364
Other creditors	<u>50,039</u>	<u>58,029</u>
	<u>£55,739</u>	<u>£61,393</u>

**INSTITUTE OF ALCOHOL STUDIES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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<b>14. RESERVES</b>	Balance at 1 April 2023	Income	Expenditure	Transfers	Balance at 31 March 2024
<b>2024</b>	£	£	£	£	£
<b>Restricted funds</b>					
Alcohol Health Alliance Project	-	49,105	49,105	-	-
Cancer Research UK	-	29,619	29,619	-	-
Vital 5 Project	-	7,150	7,150	-	-
Balance North East Project	-	9,500	9,500	-	-
British Academy Research Project	-	17,035	17,035	-	-
Spectrum Project	-	2,500	2,500	-	-
	-	114,909	114,909	-	-
<b>Unrestricted Funds</b>					
General funds	510	464,821	464,721	-	610
	<u>£510</u>	<u>£579,730</u>	<u>£579,630</u>	<u>£Nil</u>	<u>£610</u>

Comparative information for the previous financial year is as follows:

<b>2023</b>	Balance at 1 April 2022	Income	Expenditure	Transfers	Balance at 31 March 2023
	£	£	£	£	£
<b>Restricted funds</b>					
Alcohol Health Alliance Project	-	33,952	33,952	-	-
Cancer Research UK	-	29,110	29,110	-	-
British Academy Research Project	-	9,400	9,400	-	-
Institute of Social Marketing	-	3,000	3,000	-	-
	-	75,462	75,462	-	-
<b>Unrestricted Funds</b>					
General funds	410	545,127	545,027	-	510
	<u>£410</u>	<u>£545,127</u>	<u>£545,027</u>	<u>£Nil</u>	<u>£510</u>



**INSTITUTE OF ALCOHOL STUDIES**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**15. RELATED PARTY TRANSACTIONS**

Details of related party transactions during the year are as follows:

<b>Name of related party</b>	<b>Nature of relationship</b>	<b>Transaction details</b>	<b>Amount £</b>	<b>Balance £</b>
<b>2024</b>				
Alliance House Foundation	Connected charity	Grant funding	464,722	(40,996)
Alliance House Foundation	Connected charity	Rent payable	63,500	-
<b>2023</b>				
Alliance House Foundation	Connected charity	Grant funding	539,364	(28,290)
Alliance House Foundation	Connected charity	Rent payable	63,500	-

**16. CONTINGENT ASSETS**

The total amount of grant funding awarded but not recognised as income is £489,634 (2023: £589,775). These funds relate to the next financial year.

**17. OPERATING LEASE COMMITMENTS**

	2024 £	2023 £
Future minimum rentals payable under non-cancellable operating leases are as follows:		
Within one year	6,270	-
Within two to five years	-	-
	<u>£6,270</u>	<u>£Nil</u>

