



**The Society for
Radiological Protection**

**TRUSTEES' REPORT AND FINANCIAL
STATEMENTS**

**FOR THE YEAR ENDED
31st DECEMBER 2020**

Edited by:

**Phil Morgan-Brown
Honorary Treasurer**

**Claire-Louise Chapple
Honorary Secretary**

**Approved:
For SRP Council**

**Pete Bryant
President**

**SRP/Annual Report 2020
Issue 1
31 May 2021**

Registered Charity in England & Wales No. 1122804

ABBREVIATIONS

ACOP	Approved Code of Practice
AGM	Annual General Meeting
ALARA	As Low As Reasonably Achievable
AS	IRPA Associate Society
ASC	SRP Awards and Sponsorship Committee
AURPO	Association of University Radiation Protection Officers
AxREM	Association for Healthcare Technology Providers for Imaging, Radiotherapy and Healthcare
BEIS	Department for Business, Energy & Industrial Strategy
BIR	British Institute of Radiology
BNMS	British Nuclear Medicine Society
BREXIT	Withdrawal of the UK from the EU
BSS	Basic Safety Standards (Euratom and IAEA)
BSSD	Basic Safety Standards Directive
CEWG	Clearance & Exemption Working Group
CLIPS	SRP Committee for Liaison with IRPA & Partner Societies
CRadP	Chartered Radiation Protection Professional
Dstl	Defence Science and Technology Laboratory
EA	Environment Agency
EASR	Environmental Authorisations (Scotland) Regulations
EMFOR	SRP Electromagnetic Fields and Optical Radiation Committee
EPR	Environmental Permitting Regulations
EU	European Union
EURATOM	European Atomic Energy Community
HERT	Higher Education, Research and Teaching
HNAC	SRP Honours & Nominations Committee
HSE	Health and Safety Executive
IAEA	International Atomic Energy Agency
ICRP	International Commission on Radiological Protection
IR(ME)R	Ionising Radiation (Medical Exposure) Regulations
IRMF	Ionising Radiation Metrology Forum
IOP	Institute of Physics
IPEM	Institute of Physics and Engineering in Medicine
IRIS	Ionising Radiations Instrument Specialist
IRPA	International Radiation Protection Association
IRR	Ionising Radiation Regulations
JRP	Journal of Radiological Protection
KPI	Key Performance Indicator
LED	Light Emitting Diode
MBE	Member of the British Empire
MPE	Medical Physics Expert
NORM	Naturally Occurring Radioactive Material
NPL	National Physical Laboratory

ABBREVIATIONS

OBE	Order of the British Empire
ONR	Office for Nuclear Regulation
PS	UK Partner Society of SRP
PSD	SRP Professional Standards Directorate
PHE	Public Health England
QPSC	SRP Qualifications & Professional Standards Committee
RCR	Royal College of Radiologists
REPPIR	Radiation (Emergency Preparedness and Public Information) Regulations
RGG	SRP Rising Generations Group Committee
RP	Radiation Protection
RPA	Radiation Protection Adviser
RPA2000	Non-profit making company for certifying competence for radiation protection professionals
RPC	SRP Radiation Protection Council
RWA	Radioactive Waste Adviser
SCoR	Society and College of Radiographers
SEPA	Scottish Environment Protection Agency
SNNILG	Scottish Non Nuclear Industries Liaison Group
SOFA	Statement of Financial Activities
SRP	The Society for Radiological Protection
StaRR	SRP Strategic & Risk Review Committee
UK	United Kingdom
WG	Working Group
WINS	World Institute for Nuclear Security
YPA	IRPA Young Professionals Award
YGN	IRPA Young Generations Network

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Legal and Administrative Information

- a. The name of the society is "The Society for Radiological Protection" and its official abbreviation is "SRP".
- b. The Society is a Registered Charity in England & Wales Number 1122804. The Society is governed by the grant of a Royal Charter which is supported by Bylaws & Regulations. It is a company incorporated by Royal Charter (RC820).
- c. The names of Council members (who are also the charity trustees) for 2020 were as follows:

Officers

Mr P Bryant	President	
Mr J Thurston	President-Elect	(from AGM 2020)
Mrs A Bannon	Immediate Past-President	(until AGM 2020)
Dr C-L Chapple	Hon Secretary	
Mr P Morgan-Brown	Hon Treasurer	

Directors

Mr A Rankine	Professional Standards	
Mr S Griffiths	Science & Technology	(until AGM 2020)
Dr C A Perks	Science & Technology	(from AGM 2020)
Mrs J Humphries	Engagement	
Dr C-L Chapple	Operations	

Mr P Ahmet	(from AGM 2020)
Mrs M Allan	
Mr R Hannan	
Ms S Hunak	
Mr I Lucas	(from AGM 2020)
Dr C Perks	(until AGM 2020)
Mr G Sallit	
Dr D Tattam	
Mr J Thurston	(until AGM 2020)
Dr M Wood	

- d. The names of the honorary custodian or holding trustees were as follows:

Mr G Jackson-Burton	Holding Trustee
Dr M C Thorne	Holding Trustee

- e. The address of the principal office is The Society for Radiological Protection, DS009 Dartington Hall, Dartington, Devon TQ9 6EN.
- f. The Society's principal bank is Barclays Bank plc, Leicestershire LE87 2BB.
- g. The Society's Independent Examiners are Easterbrook Eaton, Cosmopolitan House, Old Fore Street, Sidmouth, Devon EX10 8LS.

Narrative

SRP is a society of persons engaged in medicine, science, technology and other professions joined together in membership of a scientific and learned Society which prohibits profit or gain to its membership out of its funds and property. The function of the Society is primarily to promote and advance, and to disseminate to the public advantage, information on and knowledge of the science and art of radiological protection and allied fields.

The Society's governing body is the Council which delegates work to its Committees for the day to day running of the Society's activities, through four Directorate Boards. The Council of the Society met on four occasions during 2020 and considered reports from the Society's Directorate Boards and their Committees. Summaries of each Committee's activities are given in this report. The Council meetings in 2020 have all taken place virtually owing to the pandemic.

Harris Associates has continued to provide administrative support from its office in Devon, with staff working successfully from home. The arrangements continue to work well, and Council is very pleased with the support provided.

The Society's Journal, The Journal for Radiological Protection, continues to be a respected publication for the dissemination of high-quality scientific papers relating to radiological protection. It is internationally recognised as the home of good scientific papers, which reflects upon SRP and its image around the globe.

There has been continuing demand for the Society's Placement Service during the year however bookings made were lower in the year, with 20 advertisements being distributed compared with 37 in 2019. The Weekly Email to members continues to be well received and 49 were sent out during 2020 together with 3 special editions on professional registration, New Council, and volunteering for SRP committees.

All Boards, Committees and Groups have reviewed their Terms of Reference (ToRs) and their objectives and strategies which have been amended and updated as appropriate.

Public benefit

By virtue of our declared objects stated above, The Society for Radiological Protection satisfies the Public Benefit Requirement. The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Risk Management

The Trustees of The Society for Radiological Protection are responsible for the management and control of the charity. They aim to ensure that every effort is made to identify and manage the risks faced appropriately, and minimise and adverse effects, whether internal or external, through the risk management policy. Under Trustee guidance, each Directorate Board regularly examines the principal areas of the Charity's operations and considers the

major risks found in each area, following Charity Commission Guidelines (CC26). SRP has established a committee to lead on risk review and report back to Trustees any risks which are not mitigated to an acceptable level for day-to-day operations, including insurance cover where appropriate. Items of risk and appropriate management of them are discussed at the regular Directorate Board meetings and reported back to Council, to ensure continued appraisal of SRP's systems: operational, financial and managerial.

President's Review 2020/21

Wow! Where have the last two years gone? As I reflect on my SRP Presidency I do not think any of us could have predicted the challenges that we have faced, both individually and as a profession.

When I took over as President in 2019, I committed the Society to three core themes:

- SUSTAINABILITY of the Profession and Society
- Working in SYNERGY with other organisations, and
- Improving COMMUNICATION with Internal and External Stakeholders

The COVID-19 pandemic may have prevented some of the initiatives I was hoping SRP would achieve under these themes, however it also created several new opportunities which I believe the Society has embraced and which have put us in stronger position going forward.

In the case of the SUSTAINABILITY of the Profession, we launched a brand-new framework to help the Society tackle the future skills gap. This was presented both internally to our membership via the 2020 South West Conference, internationally via the International Radiation Protection Association's 15th Congress, and was published in the Journal for Radiological Protection, as an Open Access Paper.

This framework was based around 3 core objectives:

- Objective 1 - Encourage students to study Science, Technology, Engineering or Mathematics (STEM) subjects through school and further education/vocational training.
- Objective 2 - Encourage students and non-RP professionals into Radiation Protection or its allied fields as a profession.
- Objective 3 - Professional development of those working in the RP field throughout their career and retention within the field.

It explored the existing initiatives being undertaken by SRP, along with new proposals to help us meet this challenge. The work has already sparked considerable interest and offers of collaboration, and we are exploring these not only nationally but internationally as well, including running a dedicated session at the SRP 2021 Annual Conference with a number of international guest speakers.

At the same time, we have made a real push for inclusivity and diversity of the profession, ensuring that all those working in radiation protection and its allied fields, regardless of role, gender, age, sexual orientation or sector, feel welcome and can be equally recognised for their achievements. This has included the revision of our Equality and Diversity Policy, appointment of a dedicated Equality and Diversity Coordinator, re-structuring of our Annual Conference and Events to ensure all sectors and levels of the profession are represented, encouraging greater representation across SRP Committees and Council, running dedicated Social Media Campaigns such as our Smashing Stereotypes Campaign and the continual push of our new Incorporated and Technical Status for Professional Recognition.

However, the SUSTAINABILITY of the Profession and these initiatives is dependent on the SUSTAINABILITY of the Society. The last two years have seen the introduction of several new controls to monitor SRP's revenue and expenditure, movement to the use of digital tools such as Microsoft Teams, along with the introduction of new revenue generation streams. This has started to show real progress, with the 2020 accounts, showing a healthy surplus, despite an increased investment in Awards and Sponsorship, to support those impacted by the COVID-19 pandemic, and loss of revenue from the 2020 events programme.

The Society also continues to focus on areas of collaboration, where we can work together in SYNERGY with other organisations for the good of the profession, and what better example is there of this than the SRP – AURPO Joint Webinar Programme. The webinar programme has already seen over 15 webinars run to date, with an average of 260 attendees per webinar 58% of which were members of either SRP or AURPO and the remaining 42% coming from other interested stakeholders including from countries such as Nigeria, Australia and in the European Union. With the success of this initiative SRP and AURPO have both jointly committed to its continuation going forward and to maximising its impact by keeping them free to attend.

But our collaboration does not stop there; we continue to work with a variety of other organisations such as IRPA, including supporting the recent 3rd SFRP / IRPA Workshop on Tolerability and Reasonableness in Radiation Protection focusing on NORM, Radon and Decommissioning and supporting the production of best practice guides such as the IRPA Guiding Principles on Reasonableness in Optimisation of Radiation Protection and Practical Guidance for Engagement with the Public on Radiation and Risk. We also continue to work together on collaborative events and initiatives such as the Joint Workshop organised by the Japanese Health Physics Society (JHPS), SRP and the Korean Association for Radiation Protection (KARP) in December 2019 with over 50 young professionals and researchers from across the world coming together to discuss the future of the profession and celebrate some of the excellent work they are all undertaking.

In the case of COMMUNICATION, we have launched a number of new mechanisms to reach our internal and external stakeholders. These have included the launch of the SRP YouTube Channel, with over 18 videos available to date and over 200 followers, and more recently the launch of "Radiation Protection Today" - the Society's first magazine and publication in over 40 years, freely available to the radiation protection community and providing practical radiation protection advice.

We also continue to push our workstreams on Communicating Radiation Risk, including the production of guidance, running dedicated training courses on soft skills such as the upcoming webinar on "Present like a Pro" and Face to Face BodyTalk Training at the SRP 2021 Annual Conference, and more recently embracing the opportunity to work with the media in helping the public make their own informed views, such as our contribution to the BBC Documentary on the Chernobyl Wildfire.

The above only provides a snapshot of the amazing work SRP has delivered over the last 2 years and with my Presidential Term coming to an end I hope you will join me in thanking all of our volunteers for their commitment and support in embracing change and helping to

move the Society forward through a challenging time. In the words of Socrates "The secret of change is to focus all of your energy, not on fighting the old, but on building the new."

On that note I would like to end by welcome our new incoming President Jim Thurston. Having worked with Jim for a number of years I can truly say the Society is in good hands and I wish him all the best of luck and my support going forward.

With best wishes

Pete

Pete Bryant CRadP MSRP
president@srp-uk.org

Professional Standards Directorate

Director: Alex Rankine

The Professional Standards Directorate (PSD) is responsible for setting and maintaining the professional standards required for membership and professional recognition.

PSD is the interface with the Radiation Protection Council (RPC) and the Qualifications and Professional Standards Committee (QPSC) is responsible for setting and maintaining the standards to meet their requirements and works closely with RPC and with RPA2000 to ensure consistency. The Registration Approval Committee (RAC) assesses applications for professional registration against the standards and also audits registrants' CPD records. The Awards and Sponsorship Committee (ASC) has a role in assisting and encouraging members in their professional development. This past year has been challenging for us, as we have implemented the new professional registration scheme during the pandemic when people have been understandably less focussed on their careers. In the year ahead, we plan on having a campaign to encourage more applicants for the new designations, IRadP and TechRadP once things return to a more normal state.

Another role of the Directorate is working together with the Engagement Directorate to encourage a wider range of people in the profession to apply for membership. Plans are currently being developed to have a membership drive both to get more involvement of those at the more practical end of Radiation Protection and to address the aging demographic and the diversity of the current membership.

Membership applications are assessed by the Membership Committee (MemCom).

Awards and Sponsorship Committee – Chair: Lorna Galbraith, Secretary: Phillip Clewer

The Committee organises the judging for prizes awarded for best presentation and poster at the Annual Conference, including the biennial Young Professionals Award, and oversees the Society's sponsorship schemes.

As in other areas of life, the pandemic caused some uncertainty for the committee with conferences being postponed or cancelled. However, ASC was able to contribute to the Charter objectives by granting sponsorship for four students attending post graduate courses and for a research study at the University of Surrey.

The Committee supported ad-hoc awards to overseas applicants from low income countries to support payment of SRP membership fees. Further applications will now be considered by Membership Committee and SRP Admin.

We have recently welcomed Becky Varns to the Committee and we look forward to being able to award prizes for presentations at SRP's conference in 2021, as well as supporting more conference and course attendance.

Membership Committee – Chair: George Sallit, Secretary: Phil Tattersall

The Committee continues to run efficiently with all the work done via the forum. Due to Covid restrictions, the annual face to face meeting was held on 30th November 2020 via Teams. There has been a reduced flow of new applications for membership and at the end of 2020 total membership stood at 1598, a decrease from 1633 over the year. The net decrease in membership was 35 with 61 new members joining and 96 members leaving the Society through death, resignation or lapsed subscription. Of concern was the reduction in the number of people applying for membership from 84 and 85 for 2019 and 2018 to 61 for 2020. The majority of members are still from the nuclear, defence and regulatory sectors. It is with deep regret that the Society has learned of the deaths during the 12 months prior to the publication of this report of Hugh Christie, Robert Clark, Frank Collins, John Collins, Mohan Francis, Peter Heaton, Bob Lock, Mike Longden-Thurgood, Tim Randles and John Westmoreland.

Qualifications and Professional Standards Committee – Chair: Mike Nettleton, Secretary: Joanne Stewart
QPSC has stabilised following retirements and new recruits in 2019. The Committee can boast good representation across academia, medical, industrial, nuclear, veterinary and environment sectors. We have revised and updated guidance on level 4 City & Guilds in Radiation Protection.

The Committee has actively engaged with regulators about potential changes to recognition requirements for Radiation Protection Advisers.

The Course Assessment Working Group completed its report on course recognition and passed this to the Professional Standards Director and Council.

Registration Approval Committee – Chair: Roger Collison, Secretary: Scott Kinnear

The Registration Approval Committee (RAC) is appointed by Council under the Professional Standards Directorate to develop, maintain and implement SRP's arrangements related to applications for, and maintaining Registration as, Chartered Radiation Protection Professional (CRadP), Incorporated Radiation Protection Professional (IRadP) and Technical Radiation Protection Professional (TechRadP).

Following significant work by the new Committee, and others, application was made and a Licence re Registration of CRadP and the two new grades was granted by the Radiation Protection Council (RPC). The application process is now available on the SRP's website for prospective candidates. Secretaries from the three schemes have been appointed from within the RAC's membership.

A presentation outlining the application process has been produced and is available. A spreadsheet to track applicants through the process is being used. New assessors have also been identified to support the extended process along with existing CRadP assessors who have also agreed to assess TechRadP and IRadP applicants.

The Committee's focus going forward is management and processing of new applicants and the annual audit process for those awarded membership grades.

Science & Technology Directorate

Director: Chris Perks

The Directorate continues to support the Society's charitable objectives as outlined below for each of its committees. In addition, we provide responses to technical queries from members of the public ranging from 'Can my health be affected by my smoke alarm?' to issues surrounding mobile 5G installations. We provide the Society's support and consultation for a number of significant national and international projects including representing the Society on the:

- Public and Community Oversight Group of the National Institute for Health Research Health Protection Research Units on:
 - Environmental Exposures and Health
 - Chemical and Radiation Threats and Hazards
 - The MRC Centre for Environmental Health
- Stakeholder Committee of EMPIR 19ENV01 traceRadon research project into the application of radon metrology for use in climate change observation and radiation protection at the environmental level undertaken by EURAMET.
- Stakeholder support for EMPIR 19NET03 supportBSS - a project considering the development of a European Metrology Network (EMN).
- World Institute of Nuclear Security (WINS).

EMF & Optical Radiation Committee – Chair: Richard Findlay, Secretary: Dave Rawlings

The EMFOR Committee has continued to address the practical implications of radiation protection related to EMF and optical radiation during 2020. It continues to develop materials for members related to non-ionising radiation assessments. In response to wide ranging questions from members that were generated following a webinar sponsored by the committee, it has produced a series of detailed answers. It is currently preparing a guidance document relating to the role of Laser Protection Advisers in healthcare.

Legislation & Standards Committee – Chair: Liz Thomas, Secretary: Chris Perks

This Committee raises awareness of and, where appropriate, co-ordinates a response on behalf of SRP to:

- the introduction of new legislation, regulations, standards and guidance
- existing regulatory practices
- consultation exercises on new legislation, regulations, standards and guidance that have an impact on radiation protection.

Individual and corporate responses to consultations are encouraged by promoting upcoming consultations in *SRP Weekly*. It is noted that the Society provides a focal point of contact in the UK for international organisations, Government and Regulators in all matters related to Ionising Radiation.

The Committee held three formal meetings during the year. Business was also conducted via the Legislation and Standards Committee forum. It continues to co-ordinate quality and challenging responses to national and international consultations led by Government departments and agencies, such as regulators in the field of radiological protection and international organisations such as the International Atomic Energy Agency. Responses to consultations arising from IRPA are undertaken by CLIPS.

The Committee has co-ordinated SRP's response to a number of consultation exercises during the year including to ICRP, HSE and IAEA. It continues to maintain the Regulations summary sheets which are available to members on the website.

Medical Committee – Chair: David Dommett, Secretary: Jennifer Poveda

The Committee provides education and information regarding radiation protection and safety (primarily related to the medical sector) via presentations at meetings and contributing to relevant publications. We discuss and try to address relevant current issues (such as the impact of changes to legislation or guidance) as well as trying to contribute to these. For example, we recently helped develop and reviewed the patient shielding guidance and dental guidance.

We review information from relevant authorities – such as the HSE, EA and CQC and disseminate this to interested parties. We foster collaboration by attending meetings with groups such as the BIR expert panel, IPEM and so on.

We also respond to public queries for information and prepare suitable responses that can be utilised in the future.

Metrology & Measurement Science Committee – Chair: Simon Threadingham, Secretary: Shaun Marriott

The Metrology and Measurement Science Committee provides a focal point for the consideration of metrology best practice and development of new measurement science. This is achieved through engagement with the wider radiation metrology community via the Ionising Radiation Metrology Forum and the links the Committee has with specialists in the field.

In a similar manner to other groups and societies, 2020 has been a very different year, however, the planned work has, in the most, been delivered.

The issue of Measurement Good Practice Guide (MGP) No. 49 – The Assessment of Uncertainty for Radiation Protection Instruments being the biggest highlight. This guide underwent extensive change over the 18 months that the Working Group dedicated to it, but this dedication has delivered a guide fit for the next 5 years.

As the first of 5 UK MGPs, it is clear that the dissemination of best practice through the IRMF continues to provide a benefit to the wider community.

The publication of further guides during 2021 will continue to strengthen that position.

The metrology sector continues to face challenges with competency demonstration but is an active area of work which it is hoped will show some progression during 2021.

Non-Nuclear Industry Committee – Chair: David Copplestone, Secretary: Michael Lockyer

As the name suggests, the Non Nuclear Industry Committee represents the interests of those involved in radiological protection in the non-nuclear sector. We have a broad range of representation on the Committee from regulatory bodies to academia, (radio)pharmaceutical industry, production of radioactive sources and disposal of radioactive waste. We exist to raise awareness and disseminate guidance on issues related to radiological protection including for sectors that you might not immediately think of needing radiological protection such as the food and drink industry.

This year we have met twice, and our meetings have been focused on the updating and revision of a series of guidance leaflets including on the use of radioactive materials in the food and drink industry, transport, industrial site radiography, portable XRF systems and other industrial areas currently under discussion eg the petrochemical and pharmaceutical industries. The first of these revised leaflets is now at the 'mock-up' stage and should be ready for publication in 2021. The Committee has also been invited to join the Stakeholder Committee of the traceRadon consortium which is developing radon metrology for use in climate change observation and radiation protection at the environmental level.

Nuclear Industries Committee – Chair: Vicky Talbot, Secretary: Kim Vignitchouk

The Nuclear industry Committee has been in a quiescent state over the last 12 months due to the pandemic; the Committee has recently met and has put down some activities for the coming 12 months such as webinars, a potential in person event, and learning from events over the last 12 months. The Committee has a strong membership from across the industry, and is looking forward to delivering against the strategic objectives in the coming year.

Research & Teaching Committee – Chair: Gwen Mott, Secretary: Louise Nicholson

The Research and Teaching Committee promotes the interests of those involved with radiation protection in these sectors and aims to further their professional development. We are actively engaged in highlighting the interests of the groups we represent and responded to several sector relevant consultations in 2020 - the most involved being the IAEA document 'DS470 Radiation Safety in the Use of Sources in Research and Education', with 87 pages in length not a trivial task!

The Committee also had their guidance note on 'deep-cleaning of areas where radioactive materials are used or stored' published as a reference for SRP members.

The closer liaison with EURPO has been very fruitful and contributed to the joint webinar series and a poster presentation at the ETRAP2021 conference, reporting on the results of the survey on radiation safety culture carried out by the HERT working group.

Scottish Regional Committee – Chair: Colin Wood, Secretary: Angela Wright

The Committee represents the interests including devolved legislation issues of those based and working in Scotland and provides representation at the Scottish Non-Nuclear Industries Liaison Group (SNNILG). This year the Committee, in collaboration with the Outreach Committee, successfully submitted an application to the Edinburgh Science Festival which was subsequently cancelled. The committee is currently preparing a submission for the 2021 event in June/July. A Committee visit to Faslane has been postponed until later in 2021/2022.

Source Security & Emergency Preparedness Committee – Chair: Tony Peters, Secretary: Nicola Jaynes

During 2020 committee members focused on refreshing the radioactive source security course to ensure its alignment with the RWA syllabus. Members of the committee also focused on formal accreditation of the source security course to meet the standards required for formal accreditation to assist SRP in becoming a formal training provider. This work is currently on hold awaiting guidance from SRP Council. The chair has been involved with the promotion of source security for IRPA and remains the chair of the IAEA Illicit Trafficking Database (ITDB). Committee members have also been involved in the drafting of SRP and HM Government documents. Committee members have continued to attend meetings to ensure the Society is kept informed of current thinking and proposed changes (such as NACTSO and Heads of Profession meetings), while addressing queries from other SRP members. 2020 will see changes in committee membership with virtual meetings being increased from two, to four a year. Members will be present at the 2021 Annual Conference, and a session on source security will hopefully increase awareness on source security and bring new volunteers to the committee. It is suggested that a member of the RGG be given the opportunity to join the committee for development purposes. A two-day training course on source security, has been scheduled for late 2021.

Engagement Directorate

Director: Jennifer Humphries

Engagement Directorate is the group of SRP committees and networks who are involved with talking to anyone, be that our own members (Communications Committee), our Partner Societies and IRPA (Committee for Liaison with IRPA and Partner Societies, CLIPS), our less experienced members (RGG) or the general public about the science of RP (Outreach Committee). Our Journal of Radiological Protection Board is also part of the Engagement Directorate, as this is about academic written communication as well as Events Committee, who mastermind the SRP events programme, which is a formal way of communicating with members and non-members. We also have the Champions Network which is SRP's points of contact in larger workplaces and the Affiliated Organisation Rep – who is the voice of the Affiliated Organisations on Council.

Communications Committee – Chair: Richard Wilkins, Secretary: Kathryn Ambrose

The Communications Committee is appointed by Council under the Engagement Directorate to facilitate communication internally within SRP and externally to our key audiences and stakeholders regarding the activities and initiatives of the Society. These include communicating about our work carried out to meet the requirement of our Charter to promote, advance and disseminate, to the public benefit, knowledge of radiation protection and allied fields.

The Communications Committee currently has a membership of seven people and has continued to review and support all internal and external communications of the SRP. The Committee regularly monitors *SRP Weekly*, the Forums, LinkedIn Page, Twitter, SRP Facebook, YouTube and other Society and organisations' websites. These are discussed at regular Committee Meetings. *SRP Weekly* has been recognised as a good source of information for members and is well presented.

The first membership questionnaire was uploaded for membership completion during 2020. It covered membership of SRP and SRP's new structure and aimed to determine members' knowledge and understanding of the various initiatives currently being implemented, and their views on any improvements. Around 200 members completed the questionnaire which was sufficient to provide a general overview. Currently a second membership survey is being developed and will cover the SRP website and general communications.

An SRP procedure was written and approved by Council for posting items to social media and this will be implemented during 2021.

The Committee continued to support the Media Officer and during the year responded to several requests from the media which included invited comments on particular news items, or scientific papers which were about to be released. We responded to these in a timely fashion whilst ensuring we retained the integrity of SRP and its members.

Events Committee – Chair: John Bradshaw, Secretary: Kat Ralnes

The Events Committee and the South West Group, on behalf of the Society, maintain the scientific programme of meetings, workshops and seminars run by the various committees and organise the Annual Conference. During the COVID-19 restrictions, the Events Committee has set up a Webinar Working Group, led by Sarah Hunak, to develop a programme of online presentations which have been well received and viewed by significant numbers. Session topics included:

- An Introduction to NORM
- Review of Radioactive Liquids
- An Introduction to Clearance

These and others are available to view on SRP's YouTube Channel.

It is planned to continue these to support CPD, CRadP, IRadP and TechRadP development in addition to the planned physical programme which is currently scheduled for a full restart in 2021. The Committee has plans for an event with NEA covering skills shortage in Radiation Protection.

Committee for Liaison with IRPA & Partner Societies – Chair: John Croft, Secretary: Andy Bradley (BNMS)

The Committee's work is primarily focused on delivering the Charter Objective to "promote, advance and disseminate, to the public advantage, knowledge in Radiation Protection". The key elements of progress this year include:

- Further contributions were made to the drafting of IRPA's publication on 'Guidance for Engagement with the Public on Radiation and Risk'. This document was published on 1 October 2020 and has been well received.
- A major item of work has been stimulating and co-ordinating responses to the IRPA Consultations on their document on "Reasonableness" in the Optimisation of Radiation Protection. This provoked significant interest in the RP community and IRPA had a second round of Consultations, which resulted in the document going from a "Statement" to "Guiding Principles". This is currently being finalised for publication by IRPA and will provide input from a "practitioner's perspective" to a work of ICRP.
- Officers of SRP took part in a virtual annual meeting of the Presidents of the European Societies.

The main piece of work during the year has been the preparation for, and engagement in, the IRPA15 International Congress in Seoul, hosted by the South Korean Society. It was originally scheduled for 10-15

May 2020, but the impact of the Covid pandemic caused it to be postponed to 18 January to 5 February 2021, with several iterations in the format, finally being a fully online virtual Congress with the General Assembly (GA) run separately a week before. Throughout members were encouraged to submit posters and papers. Within the Congress itself the UK was well represented in high profile speakers and session chairs.

The Congress format could not support the normal Associate Societies Forum (ASF) but provided a web-based forum for contributions and discussion. SRP's contribution can be found [here](#). This identified areas that we would like to see considered for inclusion in IRPA's programme of work.

For the General Assembly detailed briefing was developed for our 13 Delegates. The key outcomes were:

- Claire-Louise Chapple (SRP) was elected to the IRPA Executive Committee (EC) by a significant majority on the first round of voting.
- For the first time a nominee from an African Society was elected to the EC. This together with the remaining place going to a nominee from Australia provided the geographical diversity that IRPA had been seeking, and which had been backed by our Delegation.
- The IRPA President, SRP member Roger Coates OBE, delivered the EC Report for the Term 2016 to 2020. This had been a productive term with significant achievements to which the UK Societies had made many effective contributions.

Journal Board – Editor: Richard Wakeford, Deputy Editor: Mike Thorne

Journal of Radiological Protection (JRP) is the Society's scientific journal, a joint enterprise with the Journal's publisher, IOP Publishing. The Journal Editorial Board is a committee jointly responsible to the Society and IOP Publishing, with a remit to maintain and improve the scientific quality of the content of the Journal and its standing in the radiological protection community. The Board includes members with a range of expertise of relevance to radiological protection from the UK and the EU, and is supported by experienced International Editorial Advisers from further afield. One indicator of the success of the Journal is the internationally recognised "Journal Impact Factor", which has been maintained above 1.0 (an average of >1 citation in all journal papers per JRP paper published) for a number of years, extending to 2020. The standing of the Journal is indicated by the broad geographical range of authorship of published papers. A Special Issue of the Journal is planned for a selection of appropriate papers from the delayed IRPA15 Congress, based in Seoul but held online during January/February 2021. Scientific publishing continues to feel the pressures of change, such as the inevitable journey away from hardcopy (paper) journals to online journals, with the consequent growth of fake "predatory" journals. However, the Journal has adapted to these developments and has maintained a strong position in radiological protection publishing, and currently operates a hybrid system of open access and traditional subscription papers.

Outreach Committee – Chair: Shaun Lenden, Secretary: Barbara Wilcox

With the cancellation of many events in 2020 the Outreach Committee has been looking at ways of engaging with the public online. Members of the Committee have proactively produced YouTube videos over lockdown, demonstrating things like the contamination control using the existing lesson plans. Looking forward it is hoped that access to the events we traditionally attend will be available from 2022. However work is ongoing to assist the Scottish Committee with its commitment to the Edinburgh Science Fair which it is hoped to run later in 2021.

The Outreach committee is always looking for ways to increase its funding and continues to strive to find more events to attend while building on SRP's financial resilience to support such events.

Rising Generations Group Committee – Chair: Anthony Higgins, Secretary: Helen Whitehead

One teleconference was held during the year, with the remainder of committee activity happening by email. The majority of activities were suspended due to COVID-19, but planning began for events delayed to 2021 including a First Portfolio virtual event, an Introduction to RGG virtual event, and the RGG 10th anniversary celebrations at the Annual Conference.

Affiliated Organisations - Representative: Gary Teague

I am extremely proud to have taken on the role of SRP Affiliated Organisation Representative. Although COVID-19 has prevented face to face meetings and conferences since taking over the role, it has meant that we have had the opportunity to make great use of Microsoft Teams and have regular meetings. My main role in 2020-21 has been to produce the new AOrg Membership benefits document with former AOrg Representative Warren Goodall, to present to Council for approval. This document has been very well received by all at SRP including Council and we plan to unveil the new benefits at the AOrg meeting in July.

As AOrg representative and also due to my ability to have a lot to say for myself, I have got involved in many of the working groups including the ones for Marketing and Revenue Generation and the exciting new SRP Magazine (taking the lead for the “back to basics” section of the magazine).

I also attend the Engagement and Operations Directorate Board meetings as well as Council meetings to provide the voice for the AOrgs. I also attended the mental health course arranged by Council for committee officers and appreciated this opportunity.

I’m hoping to continue to provide as much support to SRP as I can in 2021 and continue to grow the AOrg numbers from both the profit making and non-profit making organisations that I have strong relationships with. I can’t wait to see all of you in person at future face to face SRP meetings and also at the Annual Conference.

The Champions Programme – Lead: Gary Jackson-Burton

The Champions Programme continues to support SRP’s Strategic Plan through the provision of key contacts, “Champions”, within organisations which are engaged significantly in the field of Radiological Protection. The Champions act as conduits for information into and out of the Society; they also promote SRP and its activities, and support members in navigating SRP processes. This has been of prime importance during this time of extraordinary challenges brought on by the COVID-19 epidemic. The Programme currently has 29 Champions across 25 organisations covering Universities, Nuclear Industry, Healthcare, Regulators and Project Management Services. The Champions continued to hold monthly Keep In Touch (KIT) teleconferences during 2020. These KITcalls are short, 15 to 20 minutes, and keep communication between Champions and SRP flowing. The teleconferences have allowed SRP to tell Champions about the Society’s upcoming meetings, the availability of awards, the mentoring scheme, etc. so they can inform members in their organisations. The meetings also enable Champions to direct information, and members’ views, back to the Society. A focus for the Champions during the pandemic year was the communication of availability of support services for mental health and wellbeing and ensuring members, colleagues and friends were aware of the services within their organisations. The Champions are continuing to develop a strategy to build its network across the medical sector. The role of the Champions continues to develop and grow so as to support the Society, members and organisations.

Operations Directorate

Director: Claire-Louise Chapple

The Operations Directorate brings together the committees and working groups that keep the Society running, in terms of finance, IT, governance issues and review of Society strategy and risks. Chairs of these committees meet, together with the Honorary Secretary, Honorary Treasurer, and other nominated Trustees as the Directorate Board to oversee committee activity and discuss priorities and any problems. Committees have all adapted well to a new online format and have made good progress against the Strategic Plan as detailed below.

Governance Committee – Chair: Peter Marsden, Secretary: Andy French

The Governance Committee ensures that the Society has a robust and effective suite of documentation to ensure that SRP can meet the demands of being a professional body, a learned society and a registered charity. The work of the Committee also provides reassurance that SRP operates responsibly with regard to the environment, social and governance issues.

During the year the Committee has provided documentary support to two key governance policies for equality and diversity and safeguarding. Additional documents which were reviewed included Organisation of Events, Running of Council, Network Creation, Audit and Disciplinary and Conduct. The Committee also undertook two audits of the Safeguarding and Vetting of Trustees policies.

The Committee will continue with a programme of review and audit to ensure that documents are followed by members, effective and fit for purpose. The documentation review and audits will also provide reassurance for good SRP Governance.

IT Committee– Chair: Claire-Louise Chapple, Secretary: Fearnley Evlson

The IT Committee oversees the Society's responsibilities relating to IT issues through generation and review of appropriate policies and procedures, and within contracts established by the Society. This past year the Committee has completed a review of IT governance policies and procedures, such as SRP's GDPR procedure. The IT Committee also convenes to discuss matters related to the SRP website and website performance. During the year, the Committee has been progressing the design and function for the next version of the SRP website, informed by the use of search engine and website traffic analytical tools.

Strategy & Risk Review Committee – Chair: John Croft, Secretary: Simon Clark

The Committee monitors and supports SRP's delivery of its Strategic Plan and maintains SRP's risk register on behalf of the Operations Director and Council. During the year StaRR has

- revised its membership to ensure that all Directorates in SRP are represented on the Committee
- ensured that all committees and working groups report the amount of volunteer effort that is required for them to deliver their objectives
- ensured that all committees and working groups report their progress with the current Strategic Plan
- reviewed about 15 risks to the Society and reported on the mitigation put in place which moved these risks to the position where they are controlled
- addressed the significant risk relating to operating during a pandemic
- addressed the risk relating to insurance while personnel are engaged on SRP duty but are not supported by their employer
- addressed the risk relating to SRP being sued for negligence through the strategic use of disclaimers
- addressed the risk to wellbeing of volunteers

Committees Reporting Directly to Council

Honours & Nominations Advisory Committee – Chair: Karen Goldstone MBE, Secretary: Colin Partington MBE

The role of the Committee is to recommend to the SRP President individuals who should be nominated for a UK Public Honour and prepare nominations for SRP to send to the Cabinet Office. The Committee also recommends annually to Council suitable recipients for one of the Society's honours -the Founders' Medal, Honorary Fellowship, and the Dunster Lecturer. A nomination prepared by HNAC for UK Public Honours was submitted early in 2020. A previous nomination is still under consideration by the Cabinet Office. The pandemic has had far reaching effects on the honours system both in timing and in recipients of honours.

An increased number of nominations for Society honours were received as a result of the new guidance and form. These nominations were researched and submitted to Council for consideration. Due to the pandemic Society honours for both 2019 and 2020 will be presented at this year's Annual Conference in July.

Radiation Protection Council - SRP Licensor Representative: Peter Marsden

The Radiation Protection Council (RPC) continues to maintain Registers of Radiation Protection Professionals, including the first Incorporated Radiation Protection Professional in the last year. There has been interest from professional institutions in the UK and overseas in joining the RPC as Licensees, which the Council continues to encourage and support. We have also developed criteria for organisations to become accepted as Professional Affiliates and continue to promote professional registration at Chartered, Incorporated and Technical grades for practitioners operating in the field of Radiation Protection.

Networks

The SRP Heads of Profession Network provides a forum for discussion and sharing of experience/ good practice for SRP members and organisations interested in recruitment, retention, training and career development of RP personnel. The group has been running for two years with an SRP forum page and SRP Microsoft Teams channel.

The first meeting was hosted by AWE in March 2019 where 5 companies / institutions were represented. The second meeting was hosted by Rolls-Royce Submarines Ltd and in 2020 the 3rd meeting was to be at UKAEA Culham. This was postponed due to COVID-19, however support to the Heads of Profession (HoP) continued via the SRP forum pages. Later in the year the group discussed, amongst other things, how COVID-19 was affecting the various industry sectors. These experiences gave a striking insight into how the pandemic had impacted radiological protection and the key lessons learned. Encouragement was given to the HoPs to kick start the flow of applications for SRP membership and professional registration enabled under the newly set-up Radiation Protection Council. Updates on apprenticeship schemes, other professional level training and the successful AURPO/SRP webinars were given. At the 4th meeting in March 2021, a total of 24 Institutions were participating in the Network covering medical, nuclear, regulators and small users. Further COVID-19 updates were given along with other topical RPA2000 and SRP Information such as membership numbers, professional registration scheme updates, COVID-19 arrangements and current regulator issues.

If you would like to join the Network and your institution is not already represented, then please contact admin@srp-uk.org.

Financial Review

Society income in 2020 (2019) was £246,893 (£463,676). Resources expended were £251,685 (£439,749) resulting in a net deficit of £4,792 (net gain of £23,927). After adjustments on fair value of investments, the net movement in funds was a deficit of £19,983 (net gain of £40,366).

Significant income was accrued (£102,023) in 2020 relating to the 2020 annual conference which has been postponed until July 2021. The accrue was off-set by a significant reduction in Society expenditure through 2020 resulting in the small net deficit as shown.

During 2020 there was significant uncertainty and impact on the Society due to the coronavirus pandemic, with a shift from physical meetings and events to the virtual environment. The move to virtual council and committee meetings resulted in a significant reduction in expenditure in these areas. It is recognised that face to face meetings are important, however the approach in 2020 has provided confidence in adopting a mixed approach to meetings going forward.

Taking in to account the uncertainty presented in 2020, the overall financial position of the Society remains encouraging. Trends in income, expenditure and overall Society values are regularly reviewed by Council in line with the Reserves Policy.

The subscription income of £106,377 was slightly higher than budgeted expectations, and approximately 7% higher than 2019. Income from the share of professional registrations with the Radiation Protection Council (RPC) of £5,360 reflects the continuing reduction in members seeking reaccreditations under the previous scheme. The Society has recognised this trend and is working to redress this.

In the 2020 accounts the transactions of the RPC were made more visible and transparent. Expenditure of the RPC was £5,664 (£7,208) resulting in a small surplus of £1,146 (-£6,208). The long-term aim is that the RPC will operate on a cost neutral basis.

Event income of £10,025 (£228,348) was significantly impacted by the cancellation of events during lockdown and national restrictions most notably the 2020 annual conference which was postponed until July 2021. In response to the coronavirus pandemic the Society successfully ran, and continues to run a number of free webinars, along with a small number of charged-for events. Event income for the 2020 annual conference has been shown as income in advance and will be reflected in the 2021 financial statements so long as the event takes place this year. There remains a risk that the advanced income for the annual conference may need to be returned if the annual conference (physical or virtual) is not run. The Society remains in a strong financial position to react to this, and the impact of reduced event income in 2021.

The Outreach Committee committed to SRP's attendance at Big Bang Fair in Birmingham, with an associated expenditure of £7,344 (£15,394); this event was cancelled a few days before it was scheduled to open in March 2020 and is likely to be held again in 2022. Outreach continued to provide school career support of £2,082 (£1,868).

The Society continued charitable expenditure in 2020 with Awards Committee providing discretionary funding awards of £10,723, which is down when compared to 2019 (£14,892). This is due to the postponement of the annual conference and the deferment of the Jack Martin Award for Best Oral Presentation, Philip Nicholson Award for Best Poster Presentation, RGG Best Presentation (by a member in the first 10 years of their career) and The Young Professionals Award. The Bernard Wheatley Award (£500) was made in 2020. Although a number of awards were deferred to 2021, the Society continues to demonstrate our commitment to maintaining support to members.

The Society continued to support the Higher Education Scheme, which is aimed at supporting individuals undertaking under- or post-graduate courses in Radiation Protection.

The Journal again provided a significant surplus in 2020 which was above expectations. The SRP profit share from Journal sales was £94,247, resulting in a net surplus of £55,740 after deduction of £38,507 printing,

distribution and subscription costs to supply copies to SRP members. Although there was an increase in the net surplus in 2020, the Society expects this surplus to show a small percentage decrease in future years reflecting the way scientific papers are being published.

Recruitment advertising income was £11,000, showing a decrease from the previous year (£17,800). The Society is committed to retaining this valuable income stream and thanks are extended to all those who chose to advertise through the Society.

Administrative support for SRP continues to be provided by Harris Associates. Administrative services costs in 2020 were £118,392, which reflects incorporation of frequently requested committee tasks into the main contract between the Society and Harris Associates.

To reflect the increased activities of the Society and communication through the web site, expenditure on web site activities totalled £12,613. The expenditure is well within the annual budgeted contract that was signed in 2019 with Puls8.

The total market value of investments held at 31 December 2020 was £126,030 (£141,221). The reduction reflected the worldwide financial impact of the coronavirus. During 2020 there were signs of a small but steady recovery of the value of investments.

Together with monies held in the Barclays Current and Savings Accounts of £357,977, there are sufficient reserves for the coming year.

The Society for Radiological Protection

Statement of Trustees' Responsibilities in Relation to the Financial Statements

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

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity accounting SORP FRS102 and the requirements of their governing documentation. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In the interest of transparency and accountability we publish our annual report and accounts on the website. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website.

Signed on behalf of the Trustees:

Mr P Morgan-Brown, Honorary Treasurer

Date:

The Society for Radiological Protection

Independent Examiner's Report to the trustees of The Society for Radiological Protection

I report on the accounts of the charity for the year ended 31 December 2020 which are set out on pages 1 to 41.

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ICAEW.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me a reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....
Mr A G Coombe FCA
Easterbrook Eaton Limited
Independent Examiners
Cosmopolitan House
Old Fore Street
Sidmouth, Devon, EX10 8LS

The Society for Radiological Protection

Statement of Financial Activities for the Year Ended 31 December 2020

	<u>Note</u>	<u>Unrestricted Funds</u> <u>£</u>	<u>Total 2020</u> <u>£</u>	<u>Total 2019</u> <u>£</u>
Income and Endowments from:				
Charitable activities	3	223,869	223,869	426,725
Other trading activities	4	17,030	17,030	29,700
Investments	5	5,502	5,502	6,792
Other income	5	492	492	459
Total Income		<u>246,893</u>	<u>246,893</u>	<u>463,676</u>
Expenditure on:				
Charitable activities	6	(174,335)	(174,335)	(333,466)
Other expenditure	7	(75,750)	(75,750)	(104,683)
Governance costs	8	(1,600)	(1,600)	(1,600)
Total expenditure		<u>(251,685)</u>	<u>(251,685)</u>	<u>(439,749)</u>
Net Income/(expenditure) for the reporting period		(4,792)	(4,792)	23,927
Realised gains/(losses) on revaluation of investments		-	-	-
Unrealised gains/(losses) on revaluation of investments		(15,191)	(15,191)	16,439
Net movement in funds		<u>(19,983)</u>	<u>(19,983)</u>	<u>40,366</u>
Reconciliation of funds				
Total funds brought forward		<u>415,072</u>	<u>415,072</u>	<u>374,706</u>
Total funds carried forward		<u>395,089</u>	<u>395,089</u>	<u>415,072</u>

All of the Charity's activities derive from continuing operations during the above two periods.

The funds breakdown is shown in note 20.

The Society for Radiological Protection

Balance Sheet as at 31 December 2020

	Note	2020 £	2019 £
Current assets			
Stocks	12	4,832	4,832
Debtors	13	107,169	78,458
Investments	14	126,030	141,221
Cash at bank and in hand	15	357,977	312,547
		<u>596,008</u>	<u>537,058</u>
Creditors: Amounts falling due within one year	16	<u>(200,919)</u>	<u>(121,986)</u>
Net assets		<u>395,089</u>	<u>415,072</u>
Funds of the Charity:			
Unrestricted income funds			
Unrestricted income funds		395,089	415,072
		<u>395,089</u>	<u>415,072</u>
Total funds	20	<u>395,089</u>	<u>415,072</u>

The financial statements on pages 25 to 41 were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
Mr P Morgan-Brown
Trustee

The Society for Radiological Protection

(Registration number: 1122804)
Statement of Cash Flows

	Total Funds 2020 £	Total Funds 2019 £
Cash flows from operating activities:		
<i>Net cash provided (used in) operating activities (As stated below)</i>	39,928	(11,920)
Cash flows from investing activities:		
Net Proceeds from Investments	-	-
Dividends and interest receivable	5,502	6,792
Change In cash and cash equivalents in the reporting period	45,430	(5,128)
Cash and cash equivalents at the beginning of the reporting period	312,547	317,675
Cash and cash equivalents at the end of the reporting period	357,977	312,547
<u>Reconciliation of net income/(expenditure) to net cash flow from operating activities</u>		
Net Income/(expenditure) for the reporting period as per the Statement of Financial Activities	(19,983)	40,366
Adjustments for:		
(Gains)/losses on investments	15,191	(16,439)
Dividends and Interest from investments	(5,502)	(6,792)
(Increase)/decrease in stocks	-	473
(Increase)/decrease in debtors	(28,711)	(15,601)
Increase/(decrease) in creditors	78,933	(13,927)
<i>Net cash provided by (used in) operating activities</i>	39,928	(11,920)
<u>Analysis of Cash and Cash Equivalents</u>		
Current Account	976	1,000
Deposit and Savings Accounts	357,001	311,547
Total cash and cash equivalents	357,977	312,547

The Society for Radiological Protection

Notes to the Financial Statements for the Year Ended 31 December 2020

1 Charity status

The Charity is incorporated by Royal Charter – Company Number RC000820, and consequently does not have share capital. The Charity is registered with the Charity Commission – number 1122804.

The address of its registered office is:

DS009
Dartington Hall
Dartington
Devon
TQ9 6EN

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

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

Statement of compliance

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

The Society for Radiological Protection meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

The Society for Radiological Protection

Notes to the Financial Statements for the Year Ended 31 December 2020

Subscriptions, Events and Journal

Subscription, events and journal income is shown in the accounts on the basis of the date the income relates to, i.e. the membership period, the event date and the journal period covered. Income is also received in respect of annual registration for professional titles and recognised on the date those registrations are due.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Legacy gifts are recognised on a case by case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with administration costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including financial statements examination, strategic management and Trustees' meetings and reimbursed expenses.

The Society for Radiological Protection

Notes to the Financial Statements for the Year Ended 31 December 2020

Tangible fixed assets

Individual fixed assets are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Computer and office equipment	25% reducing balance basis
-------------------------------	----------------------------

Current asset investments

Current asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of charity business, such as workshop and event income, advertising placements etc.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

The Society for Radlological Protection

Notes to the Financial Statements for the Year Ended 31 December 2020

Fund structure

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

The charity currently has no restricted or designated funds.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

Fair value measurement

The best evidence of fair value is a quoted price for an identical asset in an active market. When quoted prices are unavailable, the price of a recent transaction for an identical asset provides evidence of fair value as long as there has not been a significant change in economic circumstances or a significant lapse of time since the transaction took place. If the market is not active and recent transactions of an identical asset on their own are not a good estimate of fair value, the fair value is estimated by using a valuation technique.

The Society for Radiological Protection

Notes to the Financial Statements for the Year Ended 31 December 2020

3. Income from Charitable Activities

	Unrestricted Funds	Total	Total
	2020	2020	2019
	£	£	£
Subscription Income	106,377	106,377	99,569
Conferences and Workshops	10,025	10,025	228,348
Journal: SRP (JRP)	94,247	94,247	91,344
Journal: Health Physics	1,925	1,925	1,945
Radiation Protection Council (RPC) (Note 19)	6,810	6,810	1,000
Donation to support Outreach	601	601	1,096
Partner Societies: IRPA Subscriptions	1,509	1,509	1,548
Partner Societies: International Engagement	2,375	2,375	1,875
Total	223,869	223,869	426,725

4. Income from Other Trading Activities

	Unrestricted Funds	Total	Total
	2020	2020	2019
	£	£	£
Recruitment Advertising	11,000	11,000	17,800
CRadP Annual Fees	5,360	5,360	11,100
CRadP Annual Fees 2019 year understated	220	220	-
Professional Title Application Fees	450	450	800
Total	17,030	17,030	29,700

5. Investment and Other Income

	Unrestricted Funds	Total	Total
	2020	2020	2019
	£	£	£
Other income			
Miscellaneous Income and Merchandise Sales	492	492	459
Total	492	492	459

Investment income

Bank and Other Interest Receivable	613	613	1,120
Dividend Income	4,889	4,889	5,672
Total	5,502	5,502	6,792

The Society for Radiological Protection

Notes to the Financial Statements for the Year Ended 31 December 2020

6. Direct Charitable Expenditure

	Unrestricted Funds	Total	Total
	2020	2020	2019
	£	£	£
Journal of SRP	38,507	38,507	41,544
Journal Board	343	343	5,334
Journal (Health Physics)	1,968	1,968	1,945
Conferences and Workshops	6,794	6,794	130,685
Awards (see below)	12,723	12,723	16,892
Subscriptions (See Note 6.2)	1,040	1,040	972
Outreach Expenditure (See Note 6.1)	9,426	9,426	17,262
Committees (See Note 6.3)	6,178	6,178	27,637
IRPA Expenditure (See Note 6.1)	9,119	9,119	359
European Presidents Meeting	-	-	1,900
Administrative Support	69,835	69,835	69,835
Marketing	3,732	3,732	5,723
Website Costs	12,613	12,613	9,719
Printing and stationery	448	448	1,187
Postage and telephone	1,609	1,609	2,472
Total	174,335	174,335	333,466

Awards and Bursaries

Bursaries and awards were paid as follows in the year in furtherance of the charitable objectives, namely of communicating radiation protection knowledge, promoting radiation protection education and promoting high scientific, educational and professional standards, including working with other similar societies to meet these objectives.

Amounts totalling £10,000 were awarded (and paid) at the year end, relating to the calendar year ending 31st December 2021 and are shown as prepayments within these financial records.

There are no further commitments for the charity, however the Jack Martin Award, Phillip Nicholson Award, RGG Best Presentation Award, Bernard Wheatley Award and Young Professionals Awards are expected to continue in future years.

Such are the levels of awards and bursaries in the year, no apportionment of support costs have been allocated as part of the costs as the Trustees feel such apportionment would be trivial.

The Society for Radiological Protection

Notes to the Financial Statements for the Year Ended 31 December 2020

Awards granted in the year were as follows:	Total	Total
	2020	2019
<u>Awards, Bursaries and Donations</u>	£	£
Individuals		
Jack Martin Award	-	500
Philip Nicholson Award	-	500
RGG Best Presentation Award	-	500
Bernard Wheatley Award	500	500
Young Professionals Award	-	500
Discretionary Funding and Awards	10,223	12,392
	10,723	14,892
Institutions		
Science Media Centre	2,000	2,000
Total Paid in Year	12,723	16,892

6.1 Outreach and IRPA Expenditure

Outreach		
Big Bang Fair	7,344	15,394
Schools Career Support	2,082	1,868
	9,426	17,262
IRPA		
IRPA15 Congress	5,869	-
IRPA15 Bursary Donation (IRPA Montreal Fund)	3,250	-
ALARA Workshops (2018 event)	-	359
	9,119	359

6.2 Subscriptions

Foundation for Science and Technology	270	260
Parliamentary & Scientific Committee	355	355
EUTERP	415	357
	1,040	972

The Society for Radiological Protection

Notes to the Financial Statements for the Year Ended 31 December 2020

6.3 Committees Expenses, Charitable Expenditure

		Total 2020
<u>Professional Standards Directorate</u>		
Professional Standard Directorate Board	146	
Qualifications and Professional Standards Committee	-	
Registrations Approval Committee	263	
Awards and Sponsorship Committee	<u>31</u>	440
<u>Science & Technology Directorate</u>		
Science & Technology Directorate Board	134	
EMF and Optical Radiation Committee	28	
Legislation and Standards Committee (including BSS and Brexit Working Groups)	145	
Metrology and Measurement Science Committee	268	
Medical Committee	260	
Nuclear Industries Committee	-	
Non Nuclear Industry Committee	-	
Research and Teaching Committee	503	
Scottish Regional Committee	76	
Source Security and Emergency Planning Committee	<u>187</u>	1,601
<u>Engagement Directorate</u>		
Engagement Directorate Board	284	
Communications Committee	189	
Events Committee	304	
Outreach Committee	84	
Rising Generations Group	-	
Committee for Liaison with IRPA & Partner Societies	158	
Affiliated Organisations	2,367	
Stakeholder Liason	<u>751</u>	4,137
		<u>6,178</u>

The Society for Radiological Protection

Notes to the Financial Statements for the Year Ended 31 December 2020

7. Other Expenditure – management and administration

	Unrestricted Funds 2020 £	Total 2020 £	Total 2019 £
Council meeting expenses	737	737	8,614
Officers and Presidents' expenses	1,248	1,248	6,815
Committees (See Note 7.1)	4,488	4,488	16,825
IRPA Subscription	5,703	5,703	6,221
RPC Expenditure	5,664	5,664	7,208
Administrative support (See Note 18)	43,807	43,807	43,807
Professional Title Expenditure (SRP)	2,000	2,000	2,000
SRP Licensee fee to RPC	1,000	1,000	1,000
Accountancy Fees	1,800	1,800	1,750
Professional Fees - Specialist VAT Advice	2,250	2,250	-
Insurance	2,056	2,056	2,311
Credit Card and Bank Charges	3,756	3,756	6,321
Archivist and Storage Costs	715	715	884
Miscellaneous	526	526	927
Total	75,750	75,750	104,683

7.1 Other Expenditure – Committees Expenses, Non Charitable Expenditure

	Total 2020	
<u>Professional Standards Directorate</u>		
Membership Committee	703	703
<u>Operations Directorate</u>		
Operations Directorate Board	144	
Finance Committee	592	
Honours Nominations Advisory Committee	100	
Electoral Administrative Expenses	1,200	
Governance Committee	569	
Strategy & Risk Review Committee	802	
IT Committee	342	
Marketing and Revenue Generation Working Group	36	3,785
Total		4,488

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Notes to the Financial Statements for the Year Ended 31 December 2020

8. Governance Costs

	Unrestricted Funds 2020 £	Total 2020 £	Total 2019 £
Independent Examiner's fees	1,600	1,600	1,600
Total	1,600	1,600	1,600

9. Trustees' remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

Trustees were reimbursed for their expenses incurred in the duty of their position, mainly related to the attendance at meetings in furtherance of the charitable activities, totalling £1,980 in the year (2019: £19,271).

10. Net outgoing resources for the year include:

	Unrestricted Funds 2020 £	Total 2020 £	Total 2019 £
Accountancy fees	1,800	1,800	1,750
Independent Examiner's fees	1,600	1,600	1,600

11. Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets with the definition of a Charitable Company for UK Corporation Tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

12. Stock

	Unrestricted Funds 2020 £	Total 2020 £	Total 2019 £
Promotional goods and merchandise for workshops and events	3,163	3,163	3,163
Medals	1,669	1,669	1,669
Total	4,832	4,832	4,832

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Notes to the Financial Statements for the Year Ended 31 December 2020

13. Debtors

	Total 2020 £	Total 2019 £
Journal: SRP (JRP) - 2020 Surplus	55,740	49,800
Merchandise and Miscellaneous Debtors	914	-
VAT	5,153	6,748
Prepayments	41,568	17,062
Conference and Workshop debtors	275	1,915
Recruitment Advertising debtors	2,600	1,400
Partner Societies debtors	375	1,125
Gift Aid Recoverable	544	408
Total	107,169	78,458

14. Current Asset Investments

	Total 2020 £	Total 2019 £
Market value as at 01.01.2020	141,221	124,782
Disposal Proceeds	-	-
Realised gain/(loss)	-	-
Unrealised gain/(loss)	(15,191)	16,439
Market value at 31.12.2020	126,030	141,221

Market Value	2020 £	2019 £
M&G Charibond Fixed Interest Fund	25,467	25,264
M&G European Income Fund	26,826	26,988
M&G Dividend Income Fund	7,510	8,841
M&G Charifund Income Fund	66,227	80,128
Total	126,030	141,221

Cost	£
M&G Charibond Fixed Interest Fund	25,000
M&G European Income Fund	5,000
M&G Dividend Income Fund	4,999
M&G Charifund Income Fund	17,500
Total	52,499

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Notes to the Financial Statements for the Year Ended 31 December 2020

15. Cash at bank and in hand

	Total 2020 £	Total 2019 £
Barclays Base Rate Reward	205,560	205,117
Barclays Active Saver	151,441	106,430
Barclays Current	976	1,000
Total	357,977	312,547

16. Creditors: Amounts falling due within one year

	Total 2020 £	Total 2019 £
Sundry creditors	14,698	15,619
Advance subscriptions (see note 17)	79,978	66,895
Accruals	3,400	3,400
Journal: Health Physics (in advance)	820	1,256
Deferred income (see note 17)	102,023	34,816
	200,919	121,986

Not included in the above – the Society is contracted to spend a minimum of £14,094 in relation to the catering and a further £2,700 venue hire for the 2021 AGM. The event itself will depend upon Covid restrictions at the time.

17. Deferred Income and Subscriptions Received In Advance

<u>Subscription Income Received In Advance and Deferred to the Year Applicable to that Subscription</u>	Total 2020 £	Total 2019 £
Amounts brought forward	66,895	65,602
Amounts released in year	(66,895)	(65,602)
Amounts received in year, in advance, and carried forward	79,978	66,895
Amounts as per balance sheet	79,978	66,895

<u>Deferred Income Received for Charitable Events to be Held In Following Year</u>	Total 2020 £	Total 2019 £
Amounts brought forward	34,816	38,990
Amounts released in year	-	(38,990)
Amounts received in year, in advance, and carried forward	67,207	34,816
Amounts as per balance sheet	102,023	34,816

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Notes to the Financial Statements for the Year Ended 31 December 2020

18. Administration and Support Costs Allocations

<u>Year Ended 31.12.2020</u>	Total £	RPC £	Professional Titles £	Direct Charitable Expenditure £	Management, Administration and Support Costs £
Administration Fees	118,392	2,750	2,000	69,835	43,807

<u>Year Ended 31.12.2019</u>	Total £	RPC £	Professional Titles £	Direct Charitable Expenditure £	Management, Administration and Support Costs £
Administration Fees	118,392	2,750	2,000	69,835	43,807

The term Professional Titles refers to work relating to CRadP, IRadP and TechRadP.

Administration and support costs are allocated on the basis of time spent on those activities. Other (non-shared) administrative expenses have been allocated to charitable or management/admin support on an actual basis (not apportioned in above).

19. Radiation Protection Council (RPC) Income and Expenditure Statement

	Total 2020 £	Total 2019 £
Income		
Licence Fees	1,000	1,000
Annual Registrant Fees	5,360	-
Professional Title Application Fees	450	-
Total	6,810	1,000
Expenditure		
Admin Support	2,750	2,750
Honoraria	2,500	2,500
Miscellaneous	414	1,958
	5,664	7,208
Surplus/(Deficit)	1,146	(6,208)

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Notes to the Financial Statements for the Year Ended 31 December 2020

20. Funds

	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 Dec 2020 £
Unrestricted Funds	415,072	248,338	(253,130)	(15,191)	395,089

	Balance at 1 January 2019 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 Dec 2019 £
Unrestricted Funds	374,706	463,676	(439,749)	16,439	415,072