

ICE Benevolent Fund

Report and Financial Statements

For the year ended 31 December 2020

Registered Office
5 Mill Hill Close
Haywards Heath
West Sussex
RH16 1NY

*Limited Company Registered in England No. 6708655
Charity Registered in England and Wales No.1126595*

Charity Information

Charity Registration Number: 1126595

Company Registration Number: 6708655

**Chief Executive
and Principal Office:**

K L Barnett
5 Mill Hill Close
Haywards Heath
West Sussex
RH16 1NY

Bankers:

National Westminster Bank plc
Charing Cross
London
WC2H 0PD

Auditors:

Mazars LLP
6 Sutton Plaza
Sutton Court Road
Sutton
Surrey
SM1 4FS

Investment Managers:

Rathbone Investment Management Limited
8 Finsbury Circus
London
EC2M 7AZ

Solicitors:

Stone King
Boundary House
91 Charterhouse Street
London
EC1M 6HR

Trustees' report for the year ended 31 December 2020



Executive Summary

In 2020 the ICE Benevolent Fund:

- Supported 305 (2019: 269) individuals, 214 (2019: 192) of these were new in 2020.
- Contacted 302 (2019: 294) individuals who were bereaved following the death of a member.
- Provided charitable accommodation to 13 (2019: 16) beneficiaries.
- Provided a Back to Work (B2W) service to 42 (2019: 43) individuals.
- Ran 5 (2019: 22) wellbeing workshops (2 face-to-face and 3 online) with 53 (2019: 209) attendees and 42 (2019: 19) webinars with 3,044 (2019: 2,440) registered delegates.
- Referred 99 (2019: 85) members to our IFA or our specialist partners for support.

Financial Position for the Period

Assets as at 31 December 2020

• Investments and tangible fixed assets	£22,308,545
• Net Current Assets	£ 105,591
Total	£22,414,136

Income

• Investment Income	£ 380,290
• Donations via ICE subscriptions miscellaneous donations & legacies	£ 356,407
• Rental income	£ 421,961
• Workshop income	£ 1,575
Total	£1,160,233

Expenditure

• Provision of financial assistance to individuals	£ 830,342
• Advice, Welfare & Counselling	£ 361,575
• Provision of accommodation to beneficiaries	£ 125,567
• Cost of rental properties	£ 77,377
• Cost of fundraising	£ 216
• Investment Management costs	£ 62,640
Total	£ 1,457,717

The ICE Benevolent Fund was established on 20 December 1864 and was registered as a Charity in 1962. On 1 January 2009, the Benevolent Fund incorporated to a charitable company limited by guarantee. The incorporated charity's governing documents are the Articles of Association of the ICE Benevolent Fund. These Articles were amended and approved at an AGM on Monday 13 July 2015 and are available for inspection from the ICE Benevolent Fund registered address or at website www.icebenfund.com.

The Committee of Management, who are the Trustees ('Trustees') and the Directors of the Charitable Company, present their report together with the financial statements of ICE Benevolent Fund for the year ended 31 December 2020. The financial statements have been prepared under the accounting policies set out on pages 21-23 of the financial statements and comply with the current statutory requirements, applicable law and the Statement of Recommended Practice 2015 "Accounting and Reporting by Charities (FRS 102)" issued in March 2005.

Structure, Governance and Management

ICE Benevolent Fund Members

The ICE Benevolent Fund operates a register of members, all of whom have applied for membership and been accepted by the Trustees. ICE Benevolent Fund members must make a minimum annual contribution to the Fund, which for 2020 was £10. Membership allows the individual to attend and vote at the Fund's AGM and, if they are ICE members, apply for election to Trusteeship. At the end of 2020, ICE Benevolent Fund had 163 members.

ICE Benevolent Fund Friends

Individuals who donate to the ICE Benevolent Fund but do not apply for membership are classified as "Friends" of the ICE Benevolent Fund. These individuals can attend, but not vote at, the AGM. They are not entitled to apply for Trusteeship.

Key Management Personnel

In 2020, the ICE Benevolent Fund employed 6 staff which equated to 5 full time equivalents. Trustees of the charity set the pay and remuneration of the staff annually in December of each year. When setting remuneration, Trustees seek advice from the ICE HR department which includes salary trend information provided by the Office for National Statistics and the Chartered Institute of Personnel and Development (CIPD). When setting salaries for ICE Benevolent Fund staff Trustees benchmark against remuneration packages awarded to ICE members of staff and also to staff employed by other occupational Benevolent Funds operating in the property and construction sector.

Volunteers

The ICE Benevolent Fund has circa 80 volunteers who work throughout the UK and beyond visiting beneficiaries and new applicants. Volunteers report back to Trustees and make recommendations for help, if appropriate.

Trustees

The Board of Trustees, which meets quarterly, governs the affairs of the Charity. There are sub-committees covering finance and estate maintenance.

The Board of Trustees can consist of up to fifteen members and comprises:

Trustees' report for the year ended 31 December 2020



- Three members of the Council of ICE to be appointed by ICE Council. These individuals do not need to be ICE Benevolent Fund members
- Nine ICE Benevolent Fund Members who are elected by other members of the ICE Benevolent Fund. These individuals need to be ICE members
- Up to three additional individuals, who can be co-opted to serve up to three years in office. These individuals do not need to be either ICE members or ICE Benevolent Fund Members
- The ICE President, for the year that s/he is in office, is invited to become the Patron of ICE Benevolent Fund. The Patron is entitled to attend, but not vote at, Trustee meetings.

The Charity actively seeks to encourage new individuals to become involved. Nominations to serve on the ICE Benevolent Fund's Trustee Board are invited annually from all ICE Benevolent Fund Members. Voting papers are circulated and the elected candidates are announced at the AGM. Each ICE Benevolent Fund Member is able to vote for up to three individuals.

When appointed, Trustees are sent copies of the Charity's governing documents and past copies of board papers. They are also asked to read a Privacy Statement which outlines how the ICE Benevolent Fund uses their data, complete and sign a Register of Interests form so that potential conflicts can be identified in roles and sign the Charity Commission's Suitability Declaration form for newly appointed Trustees. Trustees are also asked to read the ICE's Bribery policy and sign to say they have understood their obligations. New Trustees are invited to attend an induction session and an annual full day training session on the operation of the ICE Benevolent Fund along with visitors. In 2020 the Ben Fund was unable to host the training day because of lockdown restrictions place on business by the UK government.

ICE President as Patron:

P Sheffield CBE*	(term of appointment complete 31 October 2020)
R Skinner*	(appointed 1 November 2020)

Chairman:

C Hillary

Council Nominees:

S Dellow *	(appointed 1 January 2019)
S Larkin*	(appointed 1 January 2018)
G Jurkonyte*	(appointed 1 January 2019)

Elected Members:

M Chater	
M Knights	
R Millard	
C Hillary	
J Calverley	
H Lee	
D Balmforth	(appointed 1 January 2020)
E Hiscocks**	(appointed 1 January 2020)
Y Murphy	(appointed 1 January 2020)
J Sturgess	(appointed 1 January 2020)

* Member of the Council of the Institution of Civil Engineers (ICE) during 2020

** Co-opted member

Company Secretary:

K L Barnett

Trustees' report for the year ended 31 December 2020



All Trustees gave their time voluntarily and received no benefits from the Charity. Any reclaimed expenses are set out in note 11 to the Accounts.

Objectives and Activities

The object of the ICE Benevolent Fund, as set out in our Articles of Association, is to “prevent and relieve need by providing assistance and advice” to members and former members of The Institution of Civil Engineers and to the dependants of such members.

The ICE Benevolent Fund’s aims fully reflect the purposes for which the charity was set up. The aim that underpins all our work is to help as many eligible individuals as possible. Assistance is provided in many ways and varies according to specific requirements. The main types of help include:

- Advice, information, specialist counselling and support, both face to face and on-line
- Financial assistance and advice for ICE members struggling to make ends meet
- Accommodation for individuals on low incomes seeking affordable homes
- “Back to Work” (B2W) support following redundancy or a period of unemployment, support with pre-retirement planning, lifetime financial planning and personal development/wellbeing

This report looks at what we achieved and the outcomes of our work in the previous 12 months and sets out our targets for the following year. Preparing this report helps Trustees ensure that the ICE Benevolent Fund’s aims, objectives, and activities remain focused on our stated purposes.

How Our Activities Deliver Public Benefit

The Charity’s Trustees have complied with the Charities Act 2011 to have due regard to Public Benefit guidance published by the Charities Commission.

Our objects and funding allow us to provide services not only to members, but also former members, of the Institution of Civil Engineers as well as to the dependant families of these groups. This represents a sizeable number of individuals worldwide, any of whom can come forward for help at any time. Furthermore, the range and depth of service we provide means that it is not just the individual who benefits. The impact of ICE Benevolent Fund’s work goes far beyond those people we assist directly.

By helping an individual at a difficult time, we also help his or her family and close friends, and our proactive support also means the individual is less likely to rely on the state, whether in terms of welfare or healthcare. In these ways we greatly extend the range of our support beyond simply the members of ICE.

Individuals do not need to have contributed to the ICE Benevolent Fund to benefit from its services.

The ICE Benevolent Fund always endeavours to provide the most appropriate help in every circumstance. We continue to provide financial help where required, but the emphasis is also on providing preventative help and practical support. For ICE members of working age, the ICE Benevolent Fund wants benevolent assistance to be viewed as short term until the individual is able to support himself or herself and their family.

Equal access to our service is an important area of focus for the ICE Benevolent Fund. ICE members living in poverty and need are sought out and actively encouraged to apply for help. All new applicants are means-tested and anyone coming below our thresholds is awarded some form of financial help. By applying this measure, we ensure that people living in need form the focus of our activity.

The Trustees have reviewed whether any of the help we provide could possibly cause any detriment or harm and cannot think of any example where this might be the case.

Financial effect of significant events

Under FRS 102, the Charity's Trustees are required to record the financial effect of significant events in the year. These are:

- The replacement of 2 boilers at the ICE Benevolent Fund's charitable estate at a total cost of £9,415.20 including VAT. This cost will be depreciated over the next 10 years.

The Ben Fund's Auditors have confirmed that they concur with this treatment and the capitalisation period.

Objectives for 2020 (set in Q1)

Benevolence and marketing

- Assist as many eligible ICE members and their families as possible through the ICE Benevolent Fund's variety of services. The aim is to increase the number of people supported each year in a variety of different ways, depending on their need. The Trustees feel sure that the ICE Benevolent Fund will see an increase in the number of ICE members needing financial support through the year as a result of COVID-19. At the time of writing these objectives (April 2020), no significant increase in financial assistance applications had been noted but Trustees are aware that the financial fall-out from the virus may not be felt until later in the year.
- Continue with the roll out of the current programme of personal development workshops across the UK to support ICE members and their families. We plan to run nineteen workshops in 2020, situated in new venues across the UK so that more members are able to access the support.
- Develop the webinar programme further with almost a completely new programme of topics, in the knowledge that members wishing to access past topics can download recordings from our website. In April 2020, the ICE Benevolent Fund introduced an additional three new webinars, each to be rolled out from April – June to support ICE members with their wellbeing as a result of the COVID-19 pandemic. The content will centre around anxiety and depression as well as the difficulties of home working and social isolation.
- To work with our charity partner Anxiety UK to offer our members the opportunity to join therapy-based support groups to help with the anxiety and stress felt by our members because of COVID-19.
- Work with the ICE Benevolent Fund Patron to promote our work through the ICE regional network and explore the opportunities for additional donations through regional events.
- Secure reliable data and more information on website usage and user journeys; it may be that we will liaise with the ICE on this to better understand how they analyse ICE

website traffic. The aim is for Trustees and staff to see how the ICE Benevolent Fund's website is being used, what pages are in most/least demand, how many click throughs we get to the online resources, are there any trends appearing as to when members leave the site etc.

- The Association of Charitable Organisations (ACO) which is the umbrella body for all occupational Benevolent Funds will run a PR campaign in 2020 to raise the profile of occupational charities and the availability of charitable support. The ICE Benevolent Fund is taking a leading role in this campaign and is hopeful that its work will lead to increased awareness of occupational charities.
- We will continue to raise awareness amongst the ICE membership of:
 - the services on offer
 - the impact on beneficiaries

The Trustees aim to do this through a mix of traditional and digital marketing channels to achieve the biggest impact using film, print, website, e-mail marketing, advertising, merchandising, postal campaigns, social media, presentations, and face to face presence.

Governance

- The ICE intends to replace its membership database; work commencing in 2020, due for completion 2022. The ICE Benevolent Fund uses the current database to check applicant eligibility and member donations. There is an opportunity for any new ICE database to additionally store ICE Benevolent Fund beneficiary records in a secure area. Building this functionality and working with external project managers will be a significant piece of work for Ben Fund staff in 2020, as will ensuring that any new database offers enhanced functionality for donation collection and information storage.
- The Ben Fund has a small staff team of six; three of whom are part time. Over the last two years, there has been significant staff turnover as two staff who were in post for long periods have retired, they have been replaced and an additional new post has been created. Change of this nature in a small team carries a risk that service delivery will be affected by loss of knowledge, staff will feel unsettled, and beneficiaries will be adversely affected. An objective for the CEO and Trustees in 2020 will be to ensure that new staff are supported in their roles, that the team works well, and that the benevolence service is not affected. Trustees are aware that there may be a requirement for further staff if the demand for benevolence continues to grow.
- Continue with the annual review of the ICE Benevolent Fund's Risk, Investment and Financial Reserves Policy and adoption of the ICE's Bribery policy.
- Regrettably, the annual visitor and trustee training day organised as part of the 2020 AGM has had to be cancelled because of the restrictions placed on UK travel due to COVID-19. However, the AGM will still be held online, and the ICE Benevolent Fund members will be able to attend.
- The ICE has adopted a new cloud-based filing system which staff at the ICE Benevolent Fund are also using. The implementation of this system has been challenging for staff and further training and support will be required in 2020.
- Nine new boilers were required at the charitable estate in Sussex in 2019. There may be a requirement for further new boilers in 2020, and for remedial work to be undertaken

on the lighting system at the estate.

- The fourteen apartments built on the estate in 2014 will require electrical testing and inspection in 2020. The buildings are still fairly “new” so the Trustees are not expecting significant remedial work. The test and inspection will cost c: £3,000.

Benevolence and marketing outcomes

During 2020, the Trustees witnessed an increase in the number of applications for assistance as ICE members faced the challenges of Covid-19. At the outset many of the applicants were requesting short term help until the situation improved; however, it became apparent mid-way through the year, that the pandemic would be with us for longer and help was extended. The Ben Fund also saw a really significant number of applications which were processed in the usual way by the Head of Casework but were turned down prior to Trustee board meetings as applicants failed to meet the eligibility criteria or an analysis of their situation demonstrated that they were not sufficiently in need to warrant support. Although more ICE members were supported in 2020 than ever before (214 new cases), the Ben Fund did not spend as much on grant giving as in 2019 because average grant amounts were lower.

The Ben Fund had planned to run nineteen face to face, full day, workshops in 2020, but the majority of these (from April to year end) were cancelled due to the pandemic. Instead, Ben Fund staff worked quickly to adapt aspects of the workshop programme to form on-line “masterclasses”, three-hour sessions run digitally. These proved popular with the membership and will continue into 2021.

The webinar programme proved to be crucial to the Ben Fund’s support for ICE members during the year. An additional 23 webinars were established with new topics specifically designed to support members coping with lockdown and the anxiety surrounding the pandemic. In total, the Ben Fund ran 42 (2019:19) webinars in the year.

The Ben Fund was agile in its approach to ensuring that ICE members and their families had access to resources to support with any anxiety that they might face through the pandemic. We worked with our partner, Anxiety UK to offer therapy led support sessions. Additional resources specifically designed around the pandemic were also made available from our online portal, accessed from our website.

The Ben Fund had hoped to work with our Patron this year to encourage donations and support for the Ben Fund at ICE regional events. Unfortunately, these were all cancelled due to the pandemic and so these opportunities for engagement and fundraising were not available to us.

Ben Fund staff received training on google analytics in the year which enabled us to better understand how our website is working, what pages are popular, how our members are reaching our site and what downloads are being carried out. This has and will continue to inform our marketing and promotion of the site as we seek to encourage more ICE members and their families to approach us for help.

The Association of Charitable Organisations (ACO) ran its PR campaign to raise awareness of occupational charities early in 2020. The campaign received some success and in fact, the ICE Ben Fund was quoted in the national press. However, national coverage was overwhelmingly dominated by the events surrounding the global pandemic and so the campaign did not really get the traction that was hoped for.

Governance outcomes

Ben Fund staff were committed to working with the ICE and its project managers during the year to build its new membership database, titled ICE Connect. Inevitably, this project has been hampered by the pandemic and staff's inability to meet face to face. However, much of the testing of the new functionality has taken place on-line and the project is continuing to make progress, albeit that the rate of progress has been slower than anticipated. This will continue to be a key project for Ben Fund staff in 2021.

Like all companies, charities, and individuals globally, the operation of the ICE Ben Fund was affected by the global pandemic. One of the key objectives for the CEO this year was to ensure that new staff felt supported in their roles. This was severely hampered by lockdown and home working, as one new team member had only been in post for four months and was just getting to grips with her role. The CEO followed the steps outlined in the business continuity plan and staff were commended with the way they quickly adapted to home working. No ICE Benevolent Fund member of staff was furloughed. The office and estate were initially closed in March 2020. However, it quickly became apparent that with an estate of 47 properties in Sussex, a Landlord presence was required. This proved challenging but was considered very important by the CEO and the Trustees. A full risk assessment was prepared and implemented by the CEO to ensure that the office was Covid secure, and staff returned to work on a rota that allows for social distancing, implemented over a number of months. As evidenced below, the Ben Fund's income and finances have not been negatively affected by the pandemic, which is an excellent outcome. However significant challenges were faced by staff in maintaining the estate and office function.

The Ben Fund did not lose any tenants or rental income in the year and in fact there was an increase in rental income in 2020 compared to 2019 (2020: £422,000; 2019: £413,000).

The CEO had been looking to increase staff numbers in 2020, but recruitment proved difficult in the middle of the pandemic and Trustees felt it prudent to delay decisions on significant ongoing costs until the full effects of the pandemic were known. This may be considered again in 2021, depending on the trajectory of the pandemic and the Ben Fund's financial position.

The Ben Fund reviewed appropriate policy documents in the year and updated them, as necessary. Trustees, who met quarterly through the year on-line, were pleased to note that the Risk register had proved invaluable to the CEO as a tool to facilitate the agile move to home working.

The annual Trustee training day was cancelled in 2020. However, the AGM was held very successfully online with a greater number of ICE Benevolent Fund Members attending than in previous years. The Ben Fund's Patron addressed the meeting, and the Chairman of the Ben Fund's Investment Advisory Panel gave a comprehensive presentation to delegates on the Ben Fund's financial position and the approach taken by the Ben Fund's Investment Managers to protect the Ben Fund's capital through the pandemic.

The training for Ben Fund staff on the ICE's new cloud-based filing system did not take place in the year due to the global pandemic. It is unlikely to be re-scheduled in 2021 as we continue to face the challenges of the virus, but staff have received telephone support from ICE MIS team when working with the new system.

Work continued in 2020 to replace old boilers at the charitable estate in Sussex. This was challenging to achieve through the pandemic but was completed; five new boilers were installed in the year. The presence of staff in the office also ensured that all the legal requirements of a commercial landlord were completed in the year, including the electrical inspection, and testing of the apartments built in 2014 and electrical condition reports required for all properties, in line with new legislation due to come into force in April 2021.

Objectives for 2021 (set in Q1)

Benevolence and marketing

Assist as many eligible ICE members and their families as possible through ICE Benevolent Fund's variety of services. The aim is to increase the number of people supported each year in a variety of different ways, depending on their need. Whilst the Trustees believe the number of applications for support will remain steady, they do not think that the construction and infrastructure sector has been severely affected by the pandemic. It is generally accepted that the construction industry has not fared as badly as other areas such as leisure, tourism, and retail. The UK government has pledged significant capital spend on infrastructure projects in the next five years and so whilst Trustees expect the call on the Ben Fund to steadily increase as more members become aware of our services, we do not anticipate demand to be unmanageable.

The masterclass, workshop and webinar programme proved a crucial part of the Ben Fund's offering in 2020, demonstrating that the charity can adapt quickly and move to on-line delivery to support our members and their families. The Trustees are committed to developing this further in 2021 with new topics and, where appropriate, ensuring that sessions are recorded and available on the Ben Fund's archive so that ICE members can view past events if they are unable to tune in to the live event. Staff were pleased to see that webinar archive resources had been accessed over three thousand times in 2020.

The Ben Fund is aware that our members and their families will have faced the same anxieties and pressures faced by the wider population through the pandemic. The Ben Fund has a variety of services to support with these challenges and staff will be preparing a bespoke marketing flyer drawing attention to the importance of looking after your mental health in these challenging times.

Trustees are also aware that some ICE members will have lost loved ones through Covid-19. A new marketing flyer will also be prepared outlining the specific services offered to the bereaved by the Ben Fund.

It is clear that 2021 will be another year when the Ben Fund will have to focus on its digital delivery and service. In response, we will be looking to increase our social media presence and focus on reinforcing our support messages across as many digital channels as we can

and by looking to capitalise on awareness days and weeks where our messaging will get picked-up.

The Trustees are in the early stages of considering a free will writing service to our members. The aim of the service is to increase engagement with members and provide our members with the opportunity to act responsibly and prudently by preparing a will, which Trustees think is very important. There may also be the opportunity here to increase legacy gifts, but Trustees are clear that this should be a secondary consideration.

Governance

The Trustee board will be holding their quarterly meetings as diarised. The first two (possibly three) will be held on-line. However, Trustees are hoping for a face to face gathering at their November meeting. Staff would like to organise a training day for Trustees and visitors in Q4 2021 if possible.

The Ben Fund will hold its AGM on-line again in 2021. The ICE President (Ben Fund Patron) will be invited to address registered delegates and the CEO will provide a short presentation to Ben Fund members with highlights of the year.

The entire staff team will return to office working in 2021, although probably not until Q2. The CEO needs to ensure that the office risk assessment is followed and complied with. Staff are hopeful that there will not be another lockdown as the vaccine roll out moves rapidly and more of the UK population receives protection. However, the Risk assessment and business continuity plan will be followed again if another UK lockdown is announced.

ICE has indicated that the work to replace its membership database will continue in 2021 and Ben Fund staff will be expected to contribute to the requirements of the new system and write (and test) test scripts. This will be time consuming, but Trustees feel it is important that Ben Fund staff are involved which will ensure that the new database will offer enhanced functionality for donation collection and information storage.

The CEO has started a review of all the Ben Fund's guidelines and policy documents. The Trustee board has indicated that in 2021 it wishes to review the guidelines for awarding benevolence and it wishes to review the level set for the Designated Fund.

Financial Review

The ICE collects subscription income from Oct – March and approximately 27,207 ICE members (2019: 27,552) donated to the ICE Benevolent Fund in 2020 when they paid their ICE subscription. The Trustees were disappointed to note this small drop in contributors in the year. The Trustees are aware of the need to engage with new and younger members to encourage them to support their Benevolent Fund. Trustees do not believe that the drop in donors was due to Covid-19 because the majority of subscriptions were collected before the virus became a global pandemic.

In total the value of donations made with ICE subs (and irregular donations) reduced. The ICE Benevolent Fund collected £331,133 (2019: £334,400).

The charity had a disappointing year for legacies. Legacies received in the year accounted for £25,274.

The excess of expenditure over income for the year ended 31 December 2020 was £297,484.

Investment Policy

ICE Benevolent Fund's current Investment Policy states that Investment Managers shall endeavour to achieve an absolute net return of at least CPI +4.5% per annum over the longer term. Implicit in this objective is the desire at least to maintain the long-term value of the portfolio in real terms.

During 2020, the return was 2%. The value of investments grew from £13,814,482 at the beginning of the year to £14,096,207 at the year end. Total investment gains in the value of the fund, realised and unrealised, were £357,964.

The Investment Policy Statement is reviewed annually at a meeting of the Investments Panel of the ICE Benevolent Fund and its professional advisors. The Statement is approved by the Trustees.

Brexit

The impact of a possible no deal Brexit was overshadowed in the year by the global pandemic. The UK did leave the European Union at the end of 2020, but with a deal and transition arrangements into Q1 2021. The impact of Brexit on financial markets appeared to be largely forgotten as economies struggled with the pandemic. However, at the time of writing this report (early 2021) it is noticeable that the Ben Fund's Investment Manager is currently favouring US and far east stock which suggests that trade with Europe remains challenging and that Europe itself - much of which is still in lockdown with virus numbers currently rising and vaccine roll out slow - remains unsettled.

Reserves policy

It is the policy of the ICE Benevolent Fund to spend all donations on benevolence in the year it is received. To protect the charity's future and to ensure it remains active in perpetuity, the Trustees have established a designated fund of £4m. The designated fund is reviewed each year by the Investments Panel of the ICE Benevolent Fund and approved by the Committee of Management. Other income, including voluntary donations, rental income and investment income is not designated because the Trustees believe that keeping the bulk of our income unrestricted means that the Benevolent Fund can be agile in responding to benevolence need and has sufficient free reserves to cover management and administration costs.

Trustees seek to maintain a level of reserves which will produce an income sufficient to provide circa 25 - 30% of the present level of benevolence and day to day running costs of the Ben Fund. In 2020, Trustees were operating well within those parameters.

The Reserves Policy and the level of reserves required are reviewed annually by the Investments Panel of the ICE Benevolent Fund and approved by the Committee of Management.

Unrestricted funds were £18,414,136 (2019: £17,723,856) at the year end.

Risk Management

The Risk register was reviewed at the July Trustee board meeting and approved.

Trustees agreed that the major risk to the Ben Fund was dealing with the fall-out from the global pandemic. Several risks connected with this were identified:

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- A major drop in the capital and investment fund, preventing the charity from meeting its benevolence commitments.

Fortunately, the Ben Fund's investments held up extremely well, with funds increasing from £13.8m at year end 2019 to £14.1m at year end 2020.

- An unmanageable spike in applications as ICE members and their families coped with redundancy and ill health as a consequence of the pandemic.

The Ben Fund certainly witnessed an increase in applications, but Fund staff met the challenge head on and although more beneficiaries were awarded support, the overall spend did not match that of 2019.

- The Ben Fund's office, service and governance delivery and estate unable to function effectively through lockdown.

At the start of the pandemic, staff immediately followed the procedures as set out in the Business Continuity Plan which allowed for effective home working by all team members. There was no disruption to service delivery and, in fact, staff members introduced new services to support members through the pandemic. Trustee meetings and the AGM were moved on-line with great success. In order to manage the estate and office, the CEO returned to the office and worked there alone to minimise risk to others.

- Significant loss of rental income as Tenants were unable to pay their rent due to job loss or furlough.

The Ben Fund only had one incident where a Tenant was unable to settle their rent on time. A programme of repayment was agreed, and the Tenant was able to follow this. Tenants and beneficiaries commented on their relief at not being "abandoned" through lockdown as an office presence was maintained throughout.

The Trustees are aware that the pandemic is not over and as we progress through 2021, the impact of Brexit may start to be felt and there may be job losses in our industry as the furlough scheme is withdrawn. Our position will be kept under constant review and the trustees will take necessary steps, if required, to ensure the Ben Fund continues as a going concern. Trustees have agreed that if the investment fund drops near to £10m, steps will be taken to review benevolence spend.

Grant Making and Fundraising

The ICE Benevolent Fund invites applications for grants from ICE members, former members, and their dependants. All applications are treated sympathetically and are means tested. All grants are approved by the Trustees and are reviewed annually.

The ICE Benevolent Fund operates worldwide.

In 2020 the ICE Benevolent Fund provided financial assistance and advice to 252 (2019: 227) beneficiaries in the UK and 53 (2019: 42) overseas, total 305.

The ICE Benevolent Fund does not undertake any formally organised fundraising activities or events. In 2020, no requests affecting the organisation were made to the industry regulator – the Fundraising Preference Service.

Trustees' Responsibilities for the Financial Statements

Law applicable to charities in England and Wales requires the Trustees (who are also the Directors for the purposes of company law) to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the Charity as at the balance

Trustees' report for the year ended 31 December 2020



sheet date and of its income and expenditure for the financial period.

In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and 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 operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply with the Charities Act 2011 and the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and for taking reasonable steps to prevent and detect fraud and other irregularities.

Post balance sheet events

The ICE Ben Fund has coped well so far with the challenges of the global pandemic but is not complacent that further problems may lie ahead as the UK government seeks to curb borrowing, increase UK taxes and the furlough scheme is withdrawn. The good news in early 2021 is that the virus appears to be in retreat in the UK and the vaccine roll out continues apace. The Trustees are optimistic that lockdown restrictions will progressively lift, and the UK can return to some kind of normality.

Statement as to Disclosure of Information to Auditors

The Trustees have taken all the necessary steps to make themselves, as Trustees, aware of any relevant audit information and to establish that the auditors are aware of that information. As far as the Trustees are aware, there is no relevant audit information of which the Charity's auditors are unaware.

Mazars LLP were appointed auditors at the Annual General Meeting held on 22 June 2020. They offer themselves for reappointment as auditors for the coming year.

This report has been prepared in accordance with the special provisions of section 414 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD OF TRUSTEES

A handwritten signature in blue ink, appearing to read "C Hillary", with a horizontal line underneath.

C Hillary
Chairman

Independent Auditor's Report to the members of the ICE Benevolent Fund



Opinion

We have audited the financial statements of the ICE Benevolent Fund (formerly known as The Benevolent Fund of the Institution of Civil Engineers) (the 'charity') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows, and the 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 to the law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as of 31 December 2020 and of 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 charity 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.

Independent Auditor's Report to the members of the ICE Benevolent Fund



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 Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity'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 Trustees are responsible for the other information. The other information comprises the information included in the Report and Financial Statements, 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.

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 which includes the Directors' Report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report included within the Trustees' Report.

Independent Auditor's Report to the members of the ICE Benevolent Fund



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

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 12 the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity 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. This description forms part of our auditor's report.

Independent Auditor's Report to the members of the ICE Benevolent Fund



Use of the audit report

This report is made solely to the charity'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 charity'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 charity and the charity's members as a body for our audit work, for this report, or for the opinions we have formed.

A handwritten signature in black ink that reads "Vincent Marke".

Vincent Marke (Senior Statutory Auditor)

for and on behalf of Mazars LLP

Chartered Accountants and Statutory Auditor

6 Sutton Plaza, Sutton Court Road, Sutton, Surrey, SM1 4FS

Date: 10 May 2021



Statement of Financial Activities

For the year ended 31 December 2020

		Total Unrestricted funds	Total Unrestricted funds
	Notes	2020 £	2019 £
INCOME			
Donations and legacies	3	356,407	359,768
Income from investments			
Rental income	4	318,049	308,237
Investment income		380,290	463,519
Income from Charitable Activities			
Rent – Beneficiaries	5	103,912	105,681
Event/Workshop Income		1,575	11,330
Total income		<u>1,160,233</u>	<u>1,248,535</u>
EXPENDITURE			
Fundraising costs			
Costs of rental properties	4	77,377	106,069
Cost of fundraising		216	216
Investment management costs		62,640	65,451
		<u>140,233</u>	<u>171,736</u>
Expenditure on Charitable Activities			
Provision of financial assistance to individuals	6	830,342	998,638
Provision of accommodation to beneficiaries	5 & 6	125,567	130,535
Welfare advice and counselling	6	361,575	330,849
		<u>1,317,484</u>	<u>1,460,022</u>
Total expenditure		<u>1,457,717</u>	<u>1,631,758</u>
Net (expenditure) excluding investment gains		(297,484)	(383,223)
Investment movements			
Net investment gains	14	357,964	1,262,841
Revaluation gain on investment property	15	629,800	2,262,531
Net income		<u>690,280</u>	<u>3,142,149</u>
Funds brought forward at 1 January		21,723,856	18,581,707
Total funds carried forward at 31 December	19	<u><u>22,414,136</u></u>	<u><u>21,723,856</u></u>

All income and expenditure are derived from continuing activities and there are no recognised gains or losses other than those included above. The accompanying accounting policies and notes form an integral part of these financial statements.



Balance Sheet

For the year ended 31 December 2020

	Notes	2020	2019
		£	£
Fixed assets			
Intangible fixed assets	12	-	15,615
Tangible fixed assets	13	549,333	644,291
Investments	14	14,096,207	13,814,482
Investment properties	15	7,596,000	6,890,000
Concessionary loans	16	67,005	67,005
		<u>22,308,545</u>	<u>21,431,393</u>
Current assets			
Debtors	17	44,771	43,849
Cash at bank and in hand		373,692	596,328
		<u>418,463</u>	<u>640,177</u>
Creditors: amounts falling due within one year	18	<u>(312,872)</u>	<u>(347,714)</u>
Net current assets		<u>105,591</u>	<u>292,463</u>
Total assets less current liabilities		<u><u>22,414,136</u></u>	<u><u>21,723,856</u></u>
The Funds of the Charity:			
Designated Funds	19	4,000,000	4,000,000
Unrestricted income funds		18,414,136	17,723,856
Total Charity Funds	19	<u><u>22,414,136</u></u>	<u><u>21,723,856</u></u>

The accompanying accounting policies and notes form an integral part of these financial statements.

These financial statements have been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the Trustees on 21 April 2021 and signed on their behalf by:

C. Hillary
Chairman



Statement of Cash Flows

For the year ended 31 December 2020

	2020 £	2020 £	2019 £	2019 £
Cash flows from operating activities				
Net income	690,280		3,142,149	
Adjustments for:				
Depreciation	28,173		40,275	
Amortisation	15,615		15,615	
(Gain)/loss on investments	(357,964)		(1,262,841)	
(Gain) on revaluation of investment properties	(629,800)		(2,262,531)	
Interest income	(380,290)		(463,519)	
Trade and other debtors	(922)		131,258	
Trade and other creditors	(34,842)		104,925	
		(669,750)		(554,669)
Cash flows (used in) operating activities				
Purchase of tangible fixed assets	(9,415)		(63,803)	
Purchase of investments	(3,372,666)		(3,828,158)	
Proceeds on disposal of investments	3,448,905		3,892,192	
Interest received	380,290		463,519	
		447,114		463,750
Cash flows generated from investing activities				
Net (decrease) in cash		(222,636)		(90,919)

Analysis of changes in net cash

	At 1 January 2020 £	Cash flows £	At 31 December 2020 £
Cash at bank	596,328	(222,636)	373,692
Cash within investment portfolio	905,800	(472,776)	433,024
Total cash at 31 December 2020	1,502,128	(695,412)	806,716

Notes to the Financial Statements

For the year ended 31 December 2020



1. Principal Accounting Policies

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 R of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)) and the Companies Act 2006.

The ICE Benevolent Fund 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 note(s).

The Trustees consider that it is appropriate for these financial statements to be prepared on the going concern basis given the result for the year and the level of reserves held. Trustees are keeping a watching brief on reserves following the COVID-19 pandemic. During quarter 1 of 2020, the portfolio value fell by c: 14% but Trustees saw it stabilise in Q2 and by the end of the year the portfolio value was up £282k or 2% on the position at the end of 2019. The Trustees are confident that if the position remains as current the Ben Fund can continue to fund its commitments with confidence. Trustees are continually monitoring the situation with the Ben Fund's Investment Manager.

The principal accounting policies of the ICE Benevolent Fund are set out below:

1.1 Fixed Asset Investments

Fixed asset investments are included at market value at the balance sheet date. Any gain / (loss) on revaluation is credited / (charged) to the Statement of Financial Activities (SOFA).

1.2 Intangible Fixed Assets

Website and software costs have been capitalised at historic cost and amortised on a straight-line basis over 3 years and 5 years, respectively.

1.3 Tangible Fixed Assets

Freehold property is capitalised at historical cost. Capital items having a cost less than £5,000 are written off in the period in which the expenditure is incurred. Residential properties for occupation by beneficiaries were transferred from the unincorporated ICE Benevolent Fund during 2009 at historic cost and then the fair value was reviewed following the transfer. An external valuation was obtained in August 2019 and then reviewed by the trustees at 31 December 2020. The properties are fully maintained with a view to ensuring that total residual values are not less than the carrying value. No depreciation is charged on the freehold buildings because the Trustees consider that the economic life of the properties and their residual values, excluding inflation, is such that the depreciation charge and accumulated depreciation are not significant. The value of the property is regularly reviewed in order to identify any permanent diminution in value which if applicable, would be charged to the SOFA.

Improvements to freehold properties are depreciated over their useful economic lives at the following rates:

Freehold improvements:	2% straight line
Office equipment:	33% straight line
Double glazing:	10% straight line

Notes to the Financial Statements

For the year ended 31 December 2020



1.4 Investment properties

Properties held for the purpose of generating income are considered to be investment properties; these are held at fair value. The value of the properties is regularly reviewed in order to identify any permanent impairment. An external valuation was obtained in August 2019 and then reviewed by the trustees at 31 December 2020.

Where properties are partially held to generate income and partially functional assets they are split between tangible fixed assets and investment properties based on the relative area used for each function.

1.5 Charitable loans

Loans made in pursuit of the ICE Benevolent Fund's charitable purposes are held within fixed assets and are stated at original cost and subsequently adjusted for any subsequent repayment or impairment.

1.6 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.7 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

1.8 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

1.9 Fund Accounting

Unrestricted Funds: These are funds which can be issued in accordance with the charitable objects and at the discretion of the Trustees.

Designated Funds: These are funds which will be retained in order to ensure that the ICE Benevolent Fund exists in perpetuity.

1.10 Income

Voluntary Income

In preparing these accounts no value has been attributed to the work performed by volunteers although their work is considered vital to the activities of the Charity.

Donations

Income from donations is included in income when these are receivable, except as follows:

When donors specify that donations given to the ICE Benevolent Fund must be used in future accounting periods, the income is deferred until those periods. When donors impose conditions, which have to be fulfilled before the ICE Benevolent Fund becomes

Notes to the Financial Statements

For the year ended 31 December 2020



entitled to use such income, the income is deferred and not included in income until the pre-conditions for use have been met.

Legacies

Legacies are included when the ICE Benevolent Fund is advised by the personal representative of an estate that payment will be made, or property transferred and the amount involved can be quantified.

Investment Income and Interest Receivable

Investment income and interest is included when receivable by the ICE Benevolent Fund.

Rent Receivable – Beneficiaries and Non-Beneficiaries

Rental income is included in the period in which the ICE Benevolent Fund is entitled to receipt.

1.11 Expenditure

Expenditure is included in the SOFA on an accrual's basis, inclusive of any VAT which cannot be recovered. Expenditure is grouped together under headings that aggregate all costs related to the category.

Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

The premises are used for provision of accommodation for beneficiaries and office space for ICE Benevolent Fund staff. In accordance with the ICE Benevolent Fund's rules of operation, any properties not required for these purposes are let to non-beneficiary tenants on assured shorthold tenancies of not less than six months' duration. These tenancies, charged at commercial rates, generate additional income for the ICE Benevolent Fund. Costs are apportioned based on average occupancy by these three elements.

Other overheads have been allocated based on staff time spent on the respective activities.

1.12 Charitable Activities

Costs of charitable activities comprise all costs identified as wholly or mainly attributable to achieving the charitable objects of the ICE Benevolent Fund. These costs include direct costs, wholly or mainly attributable support costs and an apportionment of overhead.

1.13 Pension Costs

The cost of providing pension and related benefits is charged on an annual basis to the Statement of Financial Activities.

1.14 Taxation

The ICE Benevolent Fund is a registered Charity and as such is exempt from taxation on its income and gains to the extent that they are applied to its charitable purposes.

Notes to the Financial Statements

For the year ended 31 December 2020



2 Judgements in applying accounting policies and key sources of estimation uncertainty

In applying the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions in determining the carrying amounts of assets and liabilities. The Trustees' judgements, estimates and assumptions are based on the best and most reliable evidence available at the time when the decisions are made and are based on historical experience and other factors that are considered to be applicable. Due to inherent subjectivity involved in making such judgements, estimates and assumptions, the actual results and outcomes may differ.

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

The key estimate and assumption made in these accounts are considered to be

- (a) Depreciation, which is provided at rates calculated to write off the cost, less the estimated residual value, of each fixed asset over its estimated useful life. This is of particular relevance to freehold properties which have not been depreciated as the residual value is deemed to be in excess of cost.
- (b) Allocation of the Mill Hill Close properties between investment properties and fixed assets as a 50:50 split until 31 December 2019; then this was changed to 60:40 as the proportion of tenants who are beneficiaries reduced. This assumes that the individual properties are interchangeable and that the percentage of tenants who are beneficiaries stays within the range of 30% and 50% (45% to 55% until 1 January 2020).
- (c) The assumptions made in the revaluation of the investment properties at Mill Hill Close. The principal assumptions are the estimated rental potential in the Haywards Heath area, the level of demand for similar properties and the degree of discounting applied to reflect the lack of vehicular access to some of the properties.

Notes to the Financial Statements

For the year ended 31 December 2020



3 Donations and Legacies

	2020	2019
	£	£
Donations	331,133	334,400
Legacies	25,274	25,368
	<u>356,407</u>	<u>359,768</u>

The geographical analysis of donations is as follows:

	2020	2019
	£	£
United Kingdom	287,778	210,743
Rest of the World	43,355	149,025
	<u>331,133</u>	<u>359,768</u>

4 Rental Properties (non-beneficiary tenants)

	2020	2019
	£	£
Rental income from non-beneficiary tenants	318,049	308,237
Cost of raising funds – rental properties (direct costs)	(7,937)	(8,110)
Cost of raising funds – rental properties (allocated costs)	(69,440)	(97,959)
	<u>240,672</u>	<u>202,168</u>

5 Rental properties – beneficiary tenants

	2020	2019
	£	£
Rent from beneficiaries	103,912	105,681
Cost of providing accommodation	(125,567)	(130,535)
	<u>(21,655)</u>	<u>(24,854)</u>

Notes to the Financial Statements

For the year ended 31 December 2020



6 Charitable Activities

	Direct costs £	Allocated costs (see note 8) £	Total 2020 £	Total 2019 £
Costs after allocation				
Provision of financial assistance to individuals	667,958	162,384	830,342	998,638
Provision of accommodation to beneficiaries	-	125,567	125,567	130,535
Advice and counselling	173,256	188,319	361,575	330,849
	<u>841,214</u>	<u>476,270</u>	<u>1,317,484</u>	<u>1,460,022</u>
Provision of financial assistance to individuals includes:			2020	2019
			£	£
Grants to beneficiaries			<u>667,958</u>	<u>842,571</u>

All grants were made to private individuals. The Benevolent Fund assisted 305 beneficiaries (2019: 269) during the year.

7 Governance

	2020 £	2019 £
Allocated overhead costs include the following governance costs:		
Auditor Remuneration	8,450	8,200
Fees paid to auditors for other services	3,517	4,073
Legal and professional fees	1,808	5,188
Trustee expenses	1,094	5,620
	<u>14,869</u>	<u>23,081</u>

Notes to the Financial Statements

For the year ended 31 December 2020



8 Overheads for Allocation

	Property costs	Charity Staff costs	Management costs	Total 2020	Total 2019
	£	£	£	£	£
Financial assistance	-	105,567	56,817	162,384	151,560
Provision of accommodation	63,673	40,238	21,656	125,567	130,535
Advice and counselling	-	122,428	65,891	188,319	175,767
	<u>63,673</u>	<u>268,233</u>	<u>144,364</u>	<u>476,270</u>	<u>457,862</u>
Rental properties	42,449	17,547	9,444	69,440	97,959
	<u>106,122</u>	<u>285,780</u>	<u>153,808</u>	<u>545,710</u>	<u>555,821</u>

The methods used to apportion overheads are described in note 1.11.

Governance costs total £14,869 (2019: £23,081).

9 Net Income

This is stated after charging:

	2020	2019
	£	£
Depreciation	28,173	40,275
Amortisation	15,615	15,615
Auditors remuneration	8,450	8,200
	<u>52,238</u>	<u>64,090</u>

10 Staff Costs

The payroll costs for the year were as follows:

	2020	2019
	£	£
Wages and salaries	227,241	180,374
Healthcare and Income Protection Insurance	1,772	1,220
Social security costs	16,533	15,079
Other pension costs	38,410	35,392
Recruitment and Training	1,824	3,043
	<u>285,780</u>	<u>235,108</u>
Total	<u>285,780</u>	<u>235,108</u>

During 2020 the Benevolent Fund contributed £300 (2019: £400) towards the accumulated deficit on the Defined Benefit Pension Scheme.

The average number of employees (full time equivalents) of the ICE Benevolent Fund during the year was: 5.1 (2019: 5.0). The total staff numbers were 6 (2019: 6)

Notes to the Financial Statements

For the year ended 31 December 2020



10 Staff Costs (continued)

	2020	2019
Cost of raising funds	0.5	0.5
Charitable activities	4.2	4.2
Governance	0.4	0.3
	<hr/>	<hr/>
Total	5.1	5.0
	<hr/>	<hr/>

No member of staff received emoluments in excess of £60,000 per annum in either year.

Key management personnel include the Chief Executive, the Head of Casework, the Marketing Manager and Finance Manager. The total employee benefits of the key management personnel of the charity were £191,428 (2019: £140,539).

11 Trustee Remuneration

None of the Trustees receive any remuneration for their services as Trustees of the Charity.

	2020 £	2020 Number	2019 £	2019 Number
Meeting expenses reimbursed to Trustees	1,094	7	5,620	8
	<hr/>	<hr/>	<hr/>	<hr/>

Donations of £1,060 (2019: £305) were received from 13 (2019: 10) trustees during the year.

12 Intangible Fixed Assets

	Total 2020 £
Cost	
At 1 January 2020	58,845
Additions	-
Disposals	-
	<hr/>
At 31 December 2020	58,845
Amortisation	
At 1 January 2020	43,230
Provided during year	15,615
Released on disposal	-
	<hr/>
At 31 December 2020	58,845
	<hr/>

Notes to the Financial Statements

For the year ended 31 December 2020



Net book value

At 31 December 2020

-

At 31 December 2019

15,615

13 Tangible Fixed Assets

	Freehold property £	Freehold improvement £	Office equipment £	Total 2020 £
Cost				
At 1 January 2020	381,984	427,452	12,150	821,586
Additions	-	9,415	-	9,415
Transfer to investment property	(76,200)	-	-	(76,200)
At 31 December 2020	305,784	436,867	12,150	754,800
Depreciation				
At 1 January 2020	-	169,541	7,754	177,295
Provided during year	-	27,074	1,099	28,173
At 31 December 2020	-	196,614	8,853	205,467
Net book value				
At 31 December 2020	305,784	240,252	3,297	549,333
At 31 December 2019	381,984	257,911	4,396	644,291

Freehold property is based on a valuation undertaken by Martin Lacey Buckley, Chartered Surveyors in August 2019. The Trustees sought appropriate advice during the period ended 31 December 2019 and this was reviewed at 31 December 2020. Following the full market valuation in Aug'19 they are advised that the current value of the estate is £10.6 million.

14 Fixed Asset Investments

	2020 £	2019 £
Market value as at 1 January	13,814,482	12,615,675
Acquisitions at cost	3,372,666	3,828,158
Sales proceeds	(2,976,129)	(4,413,417)
Net movement in cash balances	(472,776)	521,225
Net investment gains/(losses)	357,964	1,262,841
Listed investments at market value	14,096,207	13,814,482
Historical cost at 31 December	11,514,080	11,188,983
Unrealised investment gains	2,626,757	2,625,499

Notes to the Financial Statements

For the year ended 31 December 2020



An analysis of the market value of the charity's investments at 31 December 2020 is as follows:

	2020	2019
	£	£
UK bonds and preference shares	1,308,181	1,335,000
UK equities	3,467,963	3,585,527
Overseas bonds & preference shares	929,302	888,978
Overseas equities	5,791,052	4,833,698
Alternative investments	2,166,685	2,265,479
Cash on deposit awaiting investment	433,024	905,800
	<u>14,096,207</u>	<u>13,814,482</u>

The following investments accounted for more than 5% of the market value as at 31 December 2020.

Mayfair Capital Investment Management	£909,597	6.66%
Vanguard investments	£901,977	6.60%

15 Investment Property

	Total 2020 £
At 1 January 2020	6,890,000
Transfer from fixed assets	76,200
Revaluation	629,800
	<u>7,596,000</u>
At 31 December 2020	

The investment property comprises the 60% (2019: 50%) of the Mill Hill Close property which is occupied by tenants who are not beneficiaries and also the flats at 6-8 Mill Hill Close which are let to external tenants. Both elements were being held at fair value in the financial statements but were revalued during 2019 by Martin Lacey Buckley, Chartered Surveyors (registered with RICS). The valuation is based on rental potential combined with a review of the properties compared to recent sales prices in the local area. The Trustees subsequently reviewed the valuation as of 31 December 2020 to confirm that this remained appropriate. There are no restrictions over the use or sale of the properties.

16 Concessionary loans

	2020 £	2019 £
Balance as at 1 January and at 31 December	<u>67,005</u>	<u>67,005</u>

Notes to the Financial Statements

For the year ended 31 December 2020



In addition to its grant making activities the ICE Benevolent Fund historically made concessionary loans to beneficiaries. These loans are secured against the beneficiaries' property.

Notes to the Financial Statements

For the year ended 31 December 2020



17 Debtors: Amounts Falling Due Within One Year

	2020 £	2019 £
Other debtors	36,791	41,153
Prepayments	7,980	2,696
	<u>44,771</u>	<u>43,849</u>

Other debtors include £nil (2019: £11,922) due from the Institution of Civil Engineers

18 Creditors: Amounts Falling Due Within One Year

	2020 £	2019 £
Trade creditors	57,008	13,394
Accruals	51,589	45,821
Welfare grant accruals	204,275	288,499
	<u>312,872</u>	<u>347,714</u>

Trade creditors includes £52,450 (2019: £nil) due to the Institution of Civil Engineers

19 Funds

	Unrestricted funds £	Designated funds £	Total £
Balance brought forward at 1 January 2020	17,723,856	4,000,000	21,723,856
Income	1,160,233	-	1,160,233
Expenditure	(1,457,717)	-	(1,457,717)
Gains on investments	357,964	-	357,964
Revaluation gains on investment properties	629,800	-	629,800
	<u>18,414,136</u>	<u>4,000,000</u>	<u>22,414,136</u>

Unrestricted Funds

These funds represent the element of the free reserves of the Charity which have not been designated for any specific purpose.

Designated Funds

Following the merging of the A and B Funds at the end of 2012 Trustees agreed that part of the Benevolent Fund's capital should be placed in a designated fund to ensure that the Benevolent Fund exists in perpetuity. At the time of the merger the A Fund stood at £6.5m. It was decided that £2.5m of this amount should fund the building of the new office (no 5 Mill Hill Close) and 6-8 Mill Hill Close, and the remaining £4m would form the designated fund. The value of the designated fund will be reviewed annually by the Investment Advisory Panel, and every five years by the Board.

Notes to the Financial Statements

For the year ended 31 December 2020



20 Capital Commitments

Grants approved by the Trustees for the benevolence year ending 30 June 2021 total £664,376 (30 June 2020: £842,571). The amount paid prior to 31 December 2020 was £460,101 (2019: £554,072) leaving an accrued balance of £204,275 (2019: £288,499).

21 Pensions

The Benevolent Fund has an ongoing liability of 0.06% of the annual deficit funding per annum for the one ICE Benevolent Fund staff member remaining in the ICE Staff Retirement Benefits and Life Assurance Defined Benefit Scheme from the date of ICE Benevolent Fund Incorporation to ICE Scheme closure on 30 November 2010. In 2020 the amount due was £300.

Contributions to the ICE Group Personal Pension Plan in 2020 totalled £38,410 (2019: £30,292). Pension costs for the period also include £4,800 (2019: £4,800) of administration charges.

22 Related Party Transactions

The Institution of Civil Engineers enters into transactions with its connected charity, the ICE Benevolent Fund. The nature of the transactions includes the collection of donations from the Institution's members on behalf of the ICE Benevolent Fund and provision by the Institution of financial, HR, database, and IT services.

During 2020 the donations with subscriptions collected by the Institution of Civil Engineers on behalf of The ICE Benevolent Fund totalled £271,033 (2019: £270,366) and the management fee paid to the Institution of Civil Engineers was £37,012 (2019: £35,166).

The balance due **to** the Institution of Civil Engineers on 31 December 2020 was £52,540 (2019: £11,922 due **from** the Institution of Civil Engineers).